

**Present:** Patty Chaffee – Chair; Jeremy Wood [7:03pm]; Dick Lincourt; Alissa Bascom; Doug Neill; Alan Putnam

**Alternates:** Keith Weed, Sharon Francis

**Staff:** Liz Emerson, Kristan Patenaude (remote)

Patty Chaffee called the meeting to order at 7:00pm.

Keith Weed sat for an absent Board member.

**Approval of minutes of 12/21/2021:** Motion by Mrs. Bascom to accept the minutes as amended, seconded by Mr. Lincourt.

**Changes: Line 59 to read:** “Mr. Lincourt stated that he has a concern with the proposed building code amendment, as it could be construed to also cover existing units.”

5-0-1, motion approved (Mr. Neill abstaining).

*Mr. Wood entered the meeting.*

**Agenda Review:** None

**New Business:**

Ms. Chaffee reviewed a request from CEDA (Charlestown Economic Development Association) and St. Pierre, Inc. The request is to blast outside of the previously approved months. Charles St. Pierre and Gabe St. Pierre, representing St. Pierre, Inc. addressed the Board.

*Mr. Putnam and Mrs. Bascom recused themselves. Ms. Francis sat for one of the recused members.*

Ms. Chaffee stated that the existing site plan application does note that approval was given from April to September. Nothing other than the request at hand will be discussed during this meeting.

Mr. Charles St. Pierre explained that there was a similar previous request for a special permit from February 2007. He is requesting to blast 10,000 yards to make sure there is adequate material sourced. This would take place approximately one weeks from now, over the span of two days.

Ms. Francis asked if there are cloud cover conditions that factor into blasting. Mr. Charles St. Pierre stated that this will try to be scheduled on a clear weather day, but it must be scheduled a week in advance.

In response to a question from Mr. Lincourt, Ms. Chaffee stated that a full application is not needed for this item, as it is a one-time request.

Mr. Lincourt asked if there has been any comment from abutters. Ms. Emerson stated that abutters will be notified when the blasting is to occur.

Motion by Mr. Lincourt to allow St. Pierre, Inc. permission to blast in January 2022, seconded by Mr. Wood.

Ms. Chaffee requested that all abutters be notified by mail. Mr. Charles St. Pierre stated that the notification may be hand-delivered.

Mr. Lincourt **amended** his motion to allow St. Pierre, Inc. permission to blast in winter 2022, with written notification to be provided to abutters beforehand, seconded by Mr. Wood.  
6-0-0, motion approved.

*Mr. Putnam and Mrs. Bascom retook their seats.*

**Administration:**

Ms. Emerson stated that she is working on updating the Town's Emergency Operations Plan. It was last updated in 2011.

**Applications:** None

**Continued Business:**

Ms. Chaffee explained that the Board recently spoke about a Capital Improvements Committee. A list of most of the buildings and equipment has been created. Mr. Lincourt stated that he believes it would be important to have a member of the Finance Committee on the Capital Improvements Committee. It was also noted that Mr. Weed should be on the Committee and possibly someone from the Selectboard. The group will likely finalize the list and start to prioritize items on it.

Ms. Chaffee stated that she would like the Board to review the Implementation Chapter of the Master Plan and determine which items can be undertaken and by who.

Ms. Chaffee noted that Mr. Neill and Mr. Lincourt are up for re-election this year. There will be two empty seats for three-year terms.

Mr. Lincourt stated that the Office of Planning & Development is having a webinar this Thursday from 12pm-1pm, regarding how to implement Master Plans. There may be items of interest to the Board.

**Communications:** None

Motion by Mr. Neill to adjourn at 7:31pm, seconded by Mrs. Bascom.  
All in favor. Meeting adjourned.

Respectfully submitted,

Kristan Patenaude  
Recording Secretary