

**CHARLESTOWN SELECTBOARD MEETING  
ZOOM CONFERENCE  
WEDNESDAY, AUGUST 17, 2022 AT 6:30 P.M.  
CHARLESTOWN PUBLIC LIBRARY COMMUNITY ROOM**

Selectboard Present: Jeremy Wood (Chair), Shelly Blouin-Andrus, William Rescsanski, Nancy Houghton

Staff Present: Jordan Cannon, Recording Secretary  
Kelly Wright, Administrative Assistant  
Pat Connors, Police Chief  
Joey Carter, Fire Department  
Shawn O'Hearne, Fire Department  
Mark LaFlam, Fire Chief  
Stacey Hassett, Cemetery  
Patricia Chaffee, Tax Collector  
Keith Weed, Highway Department  
Ken Vandenburg, Water Department

Others Present: Asah Cramer

### **General Meeting**

The Selectboard meeting was opened at 6:31 p.m. by Mr. Wood.

### **Call to Order & Pledge of Allegiance**

Mr. Wood led pledge of allegiance and welcomed those in attendance.

Mr. Vandenburg and Ms. Chaffee described an issue with one of the water pumps. Mr. Vandenburg described the differences in specifications of replacement pumps. Ms. Blouin-Andrus made a motion to use ARPA funds on a replacement pump for the well on bull run #2 from quote of Houghton Electric for approximate \$37,501. Ms. Houghton seconded the motion. Vote: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Ms. Houghton (yes). Motion Carried. Ms. Blouin-Andrus asked Mr. Vandenburg about the time-frame. Mr. Vandenburg stated that the estimate was 2-3 weeks until the completion of this project.

### **Recognition of Visitor or Public Comment**

Mr. Corindia and Ms. Carley presented an issue they experienced in July with a broken sewer pipe. The Selectboard questioned these individuals as to their expenses. Mr. Corindia and Ms. Carley stated that their estimated total costs incurred from the broken sewer pipe. Ms. Blouin-Andrus motioned that the parties Corindia and Carley be compensated by the town for the invoices they submitted to Ms. Chaffee regarding their personal expenses incurred. Ms. Houghton seconded the motion. Vote: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Ms. Houghton (yes). Motion Carried

### **Ex-officio**

- a. Conservation Committee- Mr. Wood stated that this committee met the previous Monday. At this meeting there was a discussion about drainage work. Mr. Wood stated that the committee was updating trail mapping with GPS.
- b. ZBA- Ms. Houghton stated that a meeting was held two weeks ago.
- c. Site Base- Ms. Blouin-Andrus stated that a meeting was held last week and there was a discussion concerning capital improvements.
- d. Finance- Ms. Wright stated that there was no update.
- e. Heritage- Mr. Rescsanski stated that there was no update.
- f. Planning- Mr. Rescsanski stated that the Planning Board met yesterday and gave conditional approval for a sign. He stated that 79E and what areas in town it should cover was also discussed.
- g. Recreation- Ms. Blouin-Andrus stated that Old Home Day was coming up this weekend. She stated that Ms. Vigneau and Ms. Chaffee were planning an employee pool party for 8.28.2022. She stated that there has been a proposal for a youth outdoor program, but more information was needed before proceeding.
- h. Town Hall- Discussion was held over the doors and floors in the Town Hall being addressed by Mr. West. Mr. Hassett stated that the doors would be completed before winter.

### **New Business**

Asah Cramer from SAPA discussed with the Selectboard an overview of how the town could transition to using their broadcast services. Ms. Cramer stated the SAPA has a new location and the grand opening would be September 16, 2022.

There was discussion on the Franchise fees with comcast. No decision was made, Ms. Cramer and Ms. Chaffee would review these fees and report back to the board.



Chief Connors reviewed the police department's recent trainings. He stated the police department has been engaging in community policing with officers walking the streets at the upcoming Home Days weekend.

Chief LaFlam invited Captain Carter to discuss fire department trainings with the Selectboard. Discussion was held over the legal and liability considerations needed to be completed for a fire department training.

Ms. Blouin-Andrus made a motion that the town allow the building maintenance/custodian to use old railings used in the winter months to close off an entrance to the library. Ms. Houghton seconded the motion. Vote: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Ms. Houghton (yes). Motion Carried.

A discussion was held on old lamp posts. No discussion was made and the board would like to invite Mr. Fowler and Ms. Haynes to discuss their opinions regarding the old lamp posts presently being held at the transfer station.

The meeting let for recess at 7:29 p.m.

The meeting reconvened at 7:37 p.m.

## **Old Business**

Mr. Weed stated that work will commence on the upcoming Monday morning for the Taylor Hill drainage project.

Ms. Wright discussed the water project and reallocating some of the ARPA funds towards highway department projects. Discussion was held over highway department projects. There was discussion regarding the additional highway block grant money the town received and the board agreed to keep this for the highway department. Mr. Weed reported his budget is over in various accounts due to unforeseen increased prices.

The Selectboard discussed the pay scale and raises being part of the upcoming budget. Mr. Rescsanski asked if the department heads should be given any guidance on how to prepare their next year's budget. Department Heads will build their budgets forecasted with raises based on merits per Ms. Wright and Mr. Wood. The selectboard will decide on cost of living raises.

Ms. Wright discussed the previous Five-town meeting. Cost estimates were to be sent to the Alstead selectboard for bulk purchasing of oil, as Alstead is going to spearhead the bulk purchasing of bids.

Ms. Houghton commenced a discussion regarding Old Home Days.

## **Minutes of Previous Meetings –**

Mr. Rescsanski made a motion to approve the amended meeting minutes and the non-public meeting. Ms. Houghton seconded the motion. Vote: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Ms. Houghton (yes). Motion Carried.

### **Consent Agenda:**

Ms. Blouin-Andrus motioned to approve consent agenda as written. Ms. Houghton seconded the motion. Vote: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Ms. Houghton (yes). Motion Carried.

### **Administrator's Report**


Ms. Wright stated there is a BMSI training on 8.31.2022 and asked if the office could be closed during that time. She stated that on 9.14.2022 she and Ms. Town will be attending a finance webinar. Ms. Town and Ms. Wright will be out of the office on 9.20.2022 to attend training.

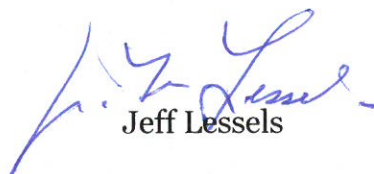
Ms. Blouin-Andrus motioned to adjourn the meeting at 8:26 pm. Ms. Houghton seconded the motion. Roll Call: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes), Ms. Houghton (yes).

Respectfully Submitted,  
Jordan Cannon, Recording Secretary

  
William Rescsanski

  
Shelly Blouin-Andrus

  
Nancy Houghton

  
Jeff Lessels

  
Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on August 24, 2022)