

**Charlestown Board of Selectmen
Meeting Minutes
February 17, 2021 @ 6:30 pm
Community Room and Zoom**

Selectboard present and location: Chairman Albert St. Pierre (community room), John Streeter (community room), Jeff Lessels (community room), William Rescsanski (community room), Scott Wade (community room).

Staff Present: Jessica Denis- Administrative Assistant (via Zoom)
Patricia Chaffee- Tax Collector/Town Clerk (via Zoom)
Patrick Connors- Police Department
Mark Laflam- Fire Department
Joey Carter – Fire Department
Shawn O’Hearne – Fire Department

Public Present: Two attended in person and ten attended via Zoom.

Chairman St. Pierre called the meeting to order at 6:30 pm. The pledge of allegiance was recited. Mr. Wade recited the protocol for holding public Zoom meetings due to the Covid- 19 executive order per the Governor Christopher Sununu. All meetings will be recorded and any motions will be on a roll call for the recording secretary.

Public Comment:

There were no public comments.

Selectboard Agenda:

Department Head reviews had been previously discussed, it was decided that the workshop on February 24, 2021 from 8 to 10am reviews will be completed. Ms. Dennis noted she would also like to allocate part of that workshop to discussing four of the mobile homes that were taken by Tax Collector’s Deed and how the Board would like to handle them before the auction details are finalized.

Administrator’s Reports:

Ms. Dennis asked if the Board had a chance to review the contracts she presented at the last meeting for Brian Fogg, for Utility Valuations and HPP, Inc. as the Town Forester for timber cuts. Mr. Wade made a motion to accept the contract with Brian Fogg for Utility Valuations. Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes). Mr. Lessels made a motion to approve the contact with HPP, Inc. Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Ms. Dennis reported that she and Mrs. Kelly Wright met with representatives from MRI and DRA to review the plans for the 2021 revaluation. Information is now on the website and will be in the March Our Town. Letters to businesses and rental properties will be going out the end of February.

The 2020 Annual Report has been sent to the printer. It was discussed that Mr. Lessels and Mr. St. Pierre would set up a time to meet the recipient of the dedication, to present the first one.

Ms. Dennis noted that the Fire Department will be training on March 6, 2021 at 3 Connecticut River Park, the mobile home that will be demolished. They will be using smoke, not a real fire, only damage

would be to interior walls. Catamount Environmental will be on site on Monday, March 8th to remove the roof of the home and then the rest of the home can be demolished.

Mr. St. Pierre noted that we needed help from Concord on mobile homes and Ms. Dennis noted that Mr. St. Pierre had previously talked about inviting Mr. Spilsbury, State Representative, to attend a meeting with the Board. Ms. Dennis will contact Mr. Spilsbury to see if he could attend the workshop on the 24th. This will be to see if he can help at the State level. This will give Mr. Spilsbury an opportunity to see the processes the Town must undergo when mobile homes are taken in parks; then Mr. Spilsbury will be able to take this information back to the State to use on this topic. Mr. Lessels noted that Ms. Liz Emerson and Mr. Spilsbury have been working on ways to address mobile home parks, this might be through zoning as Charlestown has more than its fair share and cannot afford any more.

Cinde Warmington, Executive Councilor District 2, contacted Ms. Dennis to schedule a meeting. The Board agreed to schedule a time for her to attend a meeting.

Ms. Dennis noted a few things in the Board packet; a complaint from a tax payer regarding maintenance on a side street, and a 2021 Local Officials Workshop, virtual training in April and May. This would be very useful to members of the Board.

It was asked if Mandy Wright, Health Officer, could use one of the lap tops from the Ambulance Department for Health Officer purposes. Mr. Rescsanski made a motion to allow Ms. Wright to use the laptop as Health Officer. Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Ms. Dennis reported that she had received a request from the Fall Mountain School District for Ms. Emerson, Deputy Health Officer, to perform the Health Officer inspections at the Langdon schools as the Town of Langdon does not have its own Health Officer. There was a lengthy discussion around reimbursement and what does that rate look like, liability, how much time would it take. Mr. Steven Neill reported that in his past experience as Health Officer, there is always a person from the District with you, there is a specific checklist from the State to be followed and takes approximately an hour and a half per building. Mr. Wade made a motion to allow Ms. Emerson to help Langdon and perform the inspections of the schools pro bono. It was noted that the School District did a lot of work for the Town to set up the Middle School for the Deliberative Session. Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Ex-Officio Committee Reports:

Beautification Coalition:

Mr. Rescsanski – nothing to report.

Conservation Commission:

Mr. St. Pierre – last meeting was cancelled.

FM School Board:

Mr. Rescsanski – the last meeting was February 8, the Board discussed a grant that received from DES this will help to buy a new hybrid bus. There was also discussion about House Bill 607 – An act establishing local education savings account for students. This could potentially be a large burden to communities. This bill will be watched carefully.

FM School Site Base:

Mr. Streeter – last meeting covered mostly remote learning and going back to the hybrid school attendance method.

Recreation Committee:

Mrs. Petke – the committee is starting to do things to get people out. Patch Park is open for winter recreation. Thank you to the Highway Department for plowing the entrance. Currently there are sign ups for baseball and softball indoor clinics since the Recreation Committee has use of the Primary School; following Covid guidelines. Saturday the Committee will host two sessions of Candy Bar Bingo, just a little something to do.

Finance Committee:

Mr. Wade – Not meeting at this time.

Heritage Commission:

Mr. Streeter – Nothing to report.

Planning Board:

Mr. Lessels – work continues on the Master Plan, Mr. Steve Smith presented the Transportation Chapter. There was discussion about the sign ordinance and if it needed to be modified in any way. Mobile homes and parks are also issues the Planning Board will continue to work on and give recommendations to the Selectboard if necessary.

Town Hall Committee:

Ms. Dennis – The generator is hooked up, however the removal of the tank on the side of the building has not been completed due to recent weather. This will be taken care of as soon as they can access the tank.

Fire/EMS Committee

Mr. Wade – The first meeting was scheduled for February 15, 2021, due to weather it was postponed until February 22, 2021. Members will be sworn in at that meeting.

Mr. Rescsanski and Mr. Lessels noted that they attended an Upper Valley Regional Planning Commission meeting. The Commission has a new Director; Mr. Rescsanski and Mr. Lessels will start to be more active with the Commission and see how their services might better help the Town.

Minutes:

Mr. Wade made a motion to accept the following meeting minutes,

February 3, 2021- Regular Meeting

February 3, 2021- Non-public #1 Hiring

February 3, 2021- Non-public #2 Reputations

February 3, 2021- Non-public #3 Litigation

February 3, 2021- Non-public #4 Reputations

Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Consent Agenda:

Mr. Streeter made a motion to accept the consent agenda as presented; Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Ms. Dennis also noted that she needed the Selectboards' approval for the new Zoom Room platform. The annual cost will be \$720. Mr. Streeter noted that this new platform allows for up to 100 people to join the meeting. Mr. Wade made a motion to approve the new Zoom Room; Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Old Business: None

New Business: None

Mr. Wade made a motion to enter non-public at 7:46 pm RSA 91-A:3 II (a-Personnel), Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes). Invited guests: Chief Connors.

The Selectboard reconvened public session at 7:52pm.

Mr. Wade made a motion to enter non-public at 7:52 pm RSA 91-A:3 II (c-Reputation), Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes). Invited guests: Mark Laflam, Assistant Fire Chief.

The Selectboard reconvened public session at 8:18pm.

Mr. Lessels made a motion to enter non-public at 8:19 pm RSA 91-A:3 II (a-Personnel), Mr. Wade seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes).

The Selectboard reconvened public session at 8:33pm.

Mr. Streeter made a motion to adjourn at 8:34 pm; Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Patricia Chaffee, Recording Secretary

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on March 3, 2021)

**Charlestown Board of Selectmen
Nonpublic Meeting Minutes
RSA 91-A: 3 II (c-Reputation) #1
January 27, 2021 @ 4:00 pm**

Selectboard present and location: Chairman Albert St. Pierre (community room), John Streeter (home office), Jeff Lessels (community room), William Rescsanski (community room), and Scott Wade (community room)

Staff Present: Jessica Dennis- Administrator (via Zoom)
Patricia Chaffee – Recording Secretary (via Zoom)

There was a discussion regarding Fire Department personnel and a meeting Mr. St. Pierre and Mr. Lessels had with the employee. Mr. Lessels will draft a letter to document concerns from the Board.

Mr. Lessels made a motion to reconvene public session at 4:49 pm; Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Patricia Chaffee

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on February 3, 2021)

Charlestown Board of Selectmen
Non-Public Meeting Minutes #2
RSA 91-A:3 II (c-Reputations)
February 17, 2021 @ 6:30pm
Zoom and Community Room Meeting

Selectboard present and location: Chairman Albert St. Pierre (community room, John Streeter (community room), Jeff Lessels (community room), William Rescsanski (community room), Scott Wade (community room).

Staff Present: Jessica Dennis- Administrator (via Zoom)
Mark Laflam – Fire Department
Patricia Chaffee – Recording Secretary (via Zoom)

There was a discussion with Mr. Laflam regarding his role during the absence of the Fire Chief. Mr. St. Pierre noted that previously the Assistant Chief has filled in for the Chief in their absence and that should just continue. After a brief discussion with Mr. Laflam, other members of the Fire Department that were present were invited into the room. It was again noted that the Fire Department should continue to operate as it has; this includes voting on officers within the Department. The Selectboard will continue to appoint the Chief and Assistant Chief. Should the Fire Department have any suggestions, the Board welcomes them.

Mr. Lessels made a motion to reconvene public session at 8:18 pm, Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted
Patricia Chaffee, Recording Secretary

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on March 3, 2021)

Charlestown Board of Selectmen
Non-Public Meeting Minutes #3
RSA 91-A:3 II (a-Personnel)
February 17, 2021 @ 6:30pm
Zoom and Community Room Meeting

Selectboard present and location: Chairman Albert St. Pierre (community room), John Streeter (community room), Jeff Lessels (community room), William Rescsanski (community room), Scott Wade (community room).

Staff Present: Jessica Dennis- Administrator (via Zoom)
Patricia Chaffee – Recording Secretary (via Zoom)

Ms. Chaffee noted that the Water/Wastewater Department has a new hire. The Board asked that they be aware of all hires, but would go with the recommendations of the Department Heads. Once the hire is presented to the Board, with no major objections, Mr. Shaw can hire the candidate. Ms. Chaffee also informed the Board of the resignation of an employee within the Water/Wastewater Department. Ms. Chaffee will research possible ways to address this.

Mr. Wade made a motion to reconvene public session at 7:52 pm, Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted
Patricia Chaffee, Recording Secretary

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

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