

CHARLESTOWN SELECTBOARD MEETING
WEDNESDAY, JANUARY 31, 2024, 5:00 P.M.
CHARLESTOWN COMMUNITY ROOM

Selectboard Present: Jeremy Wood (Chair), Nancy Houghton, Shelly Andrus, Trish Patrick

Staff Present: Diane Dezan, Human Resources Manager
Patricia Chaffee, Tax Collector/Executive Assistant
Chief Connors, Police Department

Regular Meeting Call to Order

Mr. Wood commenced the meeting at 5:00 pm.

Ms. Patrick made a motion to enter non-public session – Reputations, at 5:00 p.m., seconded by Ms. Andrus. Roll call: Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Meeting reconvened at 5:50 p.m.

Ms. Houghton motioned to continue paid administrative leave for an employee until Friday, February 2, 2024. After which, said employee can use vacation or sick pay but will go on unpaid administrative leave starting the next pay period, Monday, February 5, 2024 for the next two weeks. This was seconded by Ms. Andrus; Roll call: Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Ms. Andrus motioned to seal the minutes of the non-public for 10 years, seconded by Ms. Houghton. Roll call: Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Chief Connors updated the Board on the heavy calls and events of the week in the police department.

Ms. Andrus motioned to enter non-public session #2 at 5:53 p.m., seconded by Ms. Patrick. Roll call: Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Meeting reconvened at 6:04 p.m.

Mr. Wood called for a break at 6:05pm. Meeting resumed at 6:08pm.

- The deliberative plan was reviewed by Ms. Chaffee with the Board for Saturday, February 3, 2024. Warrants and petitions were assigned, and it was explained how Gabe St. Pierre will run the meeting and who will speak to each article.

- The annual report was discussed with the Board. Ms. Andrus suggested that each department has its own page therefore the layout will need some changes. Rough copies were given out to the Board and Ms. Chaffee informed the Board that now is the time for additions and edits, which are due on Monday February 5th, explaining that the report will go to the printer by the end of the that week. The Board also is to read over the Selectboard letter and edit if needed.
- It was decided that the Town Hall can pay the extra expense on the invoice for the upper level banister repair.
- Since there will not be a meeting on February 7, due to the School Deliberative session, there will be a meeting on Wednesday February 14th; on the agenda will be a nonpublic (reputation) and department head reports, most of which will be written.
- Ms. Chaffee informed the Board that the bridge on North Hemlock has been completed

Minutes of previous meeting: From were motioned to pass first by Ms. Andrus made a motion to accept the minutes of: January 24, 2024 regular meeting, non-public #1 and non-public #2, motion was seconded by Ms. Patrick. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Ms. Patrick (yes), and Mr. Wood (yes). Motion passed.

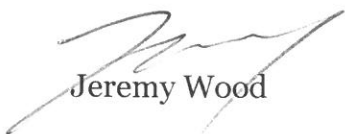
Consent Agenda-Financial administration/payroll and purchase orders/manifests and warrants /abatements, appointments, permits, licenses, contracts and

Resolution: Ms. Andrus made a motion to accept the consent agenda, motion was seconded by Ms. Houghton. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Ms. Patrick (yes), and Mr. Wood (yes). Motion passed. Ms. Andrus requested a tally of how much has been spent on the police purchase order for the Dodge Durango.

Ms. Andrus made a motion to adjourn at 6:23pm, motion was seconded by Ms. Houghton. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Ms. Patrick (yes), and Mr. Wood (yes).

Respectfully Submitted,

Ellissa Griffin



Jeremy Wood



Trish Patrick

Nancy Houghton

William Rescsanski



Shelly Blouin-Andrus

(Note: These are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on February 14, 2024)

Charlestown Selectboard Minutes

Non-Public Meeting Minutes #2

RSA 91-A: 3 II (c-Reputation)

January 31, 2024, 5:00 p.m.

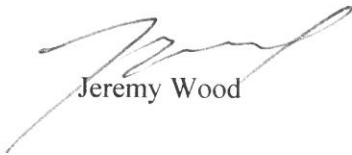
Community Room

Selectboard present: Jeremy Wood (Chair), Trish Patrick, Nancy Houghton, Shelly Andrus

Mr. Vandenburg reviewed with the Board questions he had about the pay and evaluation issues brought up during the review process. The Board did not make any changes to the decisions or the review.

Ms. Houghton motioned to exit non-public session #2 at 6:04 p.m., seconded by Ms. Patrick. Roll call: Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Respectfully Submitted, Ellissa Griffin



Jeremy Wood



Trish Patrick



Shelly Blouin-Andrus

Nancy Houghton

William Rescsanski

(Note: These are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on February 14, 2024)