

**CHARLESTOWN SELECTBOARD WORKSHOP
WEDNESDAY, OCTOBER 19, 2022 AT 6:30 P.M.
CHARLESTOWN PUBLIC LIBRARY COMMUNITY ROOM
AND ZOOM**

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

Staff Present: Jordan Cannon, Recording Secretary
Kelly Wright, Administrative Assistant
Diane Dezan, Human Resources
Diane Town, Finance
Pat Connors, Police Chief
Keith Weed, Highway Department
Shaun O'Hearn, Fire Department
Mark LaFlam, Fire Department

Others Present: Roger Clarke, Sharon Francis, Diane Clarke, Charlie & Judi Baraly, Nathan Lynch, Christopher Clarke, Tom Dombroski, Kellie, Callise, Bonnie Remick

Mr. Wood opened up the meeting for the scheduled non-public meeting. Mr. Rescsanski motioned to go into non-public at 5:02 p.m. RSA 91-A:3 II (c) Reputation. Ms. Blouin-Andrus seconded the motion. The motion carried 5-0 by an affirmative roll call vote.

The meeting reconvened at 6:07 p.m.

Discussion was held regarding the 91-A Policy. Mr. Wood commented on individual's right to attend Selectboard meetings regardless of town residency. Ms. Blouin-Andrus stated that all emails are public record and can be requested via 91-A. Mr. Rescsanski stated that if an individual interrupt the meeting, he should be asked to not speak outside of the time allotted for public comment.

The meeting let for recess at 6:19 p.m.

Call to Order

Mr. Wood called the regular Selectboard meeting to order at 6:35 p.m.

Public Comment/Input

Mr. Wood invited comment from the public. There was none.

Department Head and Ex-Officio Committee Reports

Conservation Commission: Mr. Wood stated that the new trails for snowmobiles was discussed, and that there will be boundary marking again.

ZBA: Mr. Houghton stated there was nothing to report.

Site Base: Ms. Blouin-Andrus stated that the next meeting will be 10.27.2022 at the Middle School. She stated the new bleachers are in, and the side backboards will either be fixed or replaced.

Finance: Ms. Houghton stated the first meeting will take place 10.24.2022.

Heritage: Mr. Rescsanski had nothing to report.

Planning: Mr. Rescsanski stated he did not attend the previous meeting because of a family matter.

Recreation: Ms. Blouin-Andrus stated that a Halloween party for adults is scheduled for on 10.28.2022. She stated that the initial planning for winter carnival is also being discussed.

Town Hall: Ms. Houghton stated that she forwarded the minutes to the other Selectboard members. Mr. Wood stated that the Town Hall committee should be placed on an agenda for a future meeting. Ms. Blouin-Andrus also asked that the town's Building Maintenance/Custodian also be present for the discussion regarding repairs to the Old Town Hall.

New Business

Mr. Wood and Ms. Town stated that there will be work on Finance-SOP. Mr. Wood briefly discussed a checks and balance process but would like more information. Ms. Town stated NHMA is hosting a webinar, on 12.1.2022 concerning Finance-SOP. Ms. Blouin-Andrus asked Ms. Town to inform the Selectboard if there is a cost associated with this webinar. Mr. Rescsanski encouraged Ms. Town to pursue the training associated with her position. Ms. Blouin-Andrus stated Ms. Dezan has requested to sign up as for the SHRM membership. This membership will provide many Human Resources for her. Ms. Blouin-Andrus made a motion for Ms. Dezan to become a member to SHRM. Ms. Houghton seconded the motion. Roll Call: Ms. Houghton (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes), Mr. Rescsanski (yes). Motion passed.

Mr. Lessels asked if the Selectboard wanted to discuss hiring a deputy town clerk/tax collector position within the office. Mr. Wood stated that this item would be placed on a 11.2.2022 meeting agenda. Mr. Wood stated that town clerk/tax collector would be invited to this meeting for discussion. Mr. Lessels then identified the town's audit as being a topic for discussion at this meeting.

Mr. Wood commenced a discussion regarding class VI roads. Mr. Wood stated that under discussion would be a request from Mr. Roger Clarke to commence work on a class VI road. Mr. Wood invited Mr. Clark to speak to his intention to upgrade a road to make sure it is passable. He stated he will not be able to do the intent to cut unless the road is upgraded. Mr. Clarke stated there are numerous issues with the road. Mr. Clarke stated that his attorney and family members are present with him. Attorney Lynch acknowledged his presence as an observer. Mr. Clarke stated his thoughts that there are efforts to curtail his use of the road. He stated that he has been harassed, threatened, and stalked. He stated he believes he should be going up and down the road under discussion without being tracked. Mr. Clarke stated that he is being tracked and that the individual who is tracking him was on his property. Mr. Wood asked if Mr. Clarke submitted the road permit to work on the Class VI road. Mr. Clarke stated he has. Mr. Clarke stated that Borough Road is labeled as a dead-end road coming from Acworth. Ms. Blouin-Andrus recalled a message from Attorney Matthew Decker, that the Selectboard submit a letter that states that all signs not placed by the town be removed. Mr. Lessels motioned to have the highway superintendent remove the dead-end road sign at the end of the Borough Road extension. Ms. Houghton seconded the motion. Roll Call: Ms. Houghton (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes), Mr. Rescanski (yes). Motion passed. Discussion was held regarding the building permit that Mr. Clarke has submitted. Ms. Blouin-Andrus made a motion to accept the building permit from Mr. Roger Clarke. Mr. Wood seconded the motion. Ms. Blouin-Andrus reflected the statement from the attorney that the building permit approval and the Class VI road approval are interconnected. Ms. Francis stated she owned the property for 46 years which there is a Conservation easement. She stated that an intermittent stream and a vernal pool are located on the areas under discussion. Ms. Francis recommended strongly that if Mr. Clarke wishes to upgrade the road, he shows that he has the necessary permits. Ms. Francis stated that she could not see how legally the Selectboard could imply it does not matter if activity on the road also widens the road. Mr. Wood stated he heard from DES and they do not recognize the vernal pools. Mr. Wood stated that a wetlands scientist has not classified the vernal pools, and therefore the town can legally approve of the submitted permits under discussion. Diane Clarke commented that the gate was supposed to be taken down 9.1.2022. She stated that the minute it was down, it then came back up with chains on it. Ms. Clarke commented on the safety issue concerned with the gate being placed back up. Ms. Clarke stated she does not understand why everyone is against Roger Clarke working on his property. Tom Cobb questioned via Zoom, why he was run off when he was hunting. He asked if the landowner has a right to deny hunters if the land is conservation land. Mr. Clarke stated that the conservation document in his possession is in reference to livestock. Ms. Blouin-Andrus read a line from the conservation document. Mr. Cobb stated that hunting has not been allowed without being ostracized or antagonized, and stated he wanted to know what the problem is. Mr. Wood stated the town is the custodian of the easement is currently under discussion. Ms. Blouin-Andrus requested the information from NHDES stating there were no official vernal pools on the road under discussion. Roll Call: Ms. Houghton (no), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (no), Mr. Rescanski (no). Motion did not pass. Ms. Francis stated she requested a component to the easement that there be a mechanism to address hunting. Ms. Blouin-Andrus reflected that the easement dated 11.4.1992 included a component to permit the

Selectboard to readdress if there is misuse of the conservation easement. Ms. Blouin-Andrus stated that part of the easement is coming before the Selectboard when she is posting the property for no hunting. Ms. Blouin-Andrus stated that the grantor and grantee need to be on the same page. Ms. Remick then made a comment about previously posting on her land when individuals were jacking deer at night. She stated that if someone was shooting at night she is concerned about her horses being hurt by hunters hunting without permission. Mr. Cobb stated that he takes offense to what is said in that room regarding hunting, because the comments stating he is not allowed to hunt on conservation land. Mr. Cobb asked what the game warden's comment on this issue would be. Mr. Cobb stated he has seen individuals on this road act like children, and he is starting to frequent that road and if he is harassed he will involve the police department. Mr. Cobb stated there are laws and actions and reactions. Mr. Clarke commented on the Conservation easement deed, and how the individual's concern about her livestock. Mr. Rescsanski commented that the discussion had moved beyond the Class VI and Building Permit, and therefore should be moved on to the next agenda item. Mr. Wood stated to Mr. Clarke that the town's attorney would be contacting his attorney regarding the matter under discussion. Mr. Clarke stated that he has a concern about the gate on that road, and that he was hurt on the gate. Mr. Clarke asked the Selectboard to investigate as to who placed the gate back up. Mr. Lessels stated that he has driven Borough Road many times, and noticed that many rocks were removed from that road. Mr. Clarke stated he has video and pictures, his attorney's verification, and family and friend's verification on the gate on the road. Mr. Clarke stated that the camera is located on public land. Mr. Wood stated that the town would discuss with town's legal representation as to the specifics on this matter. Mr. Rescsanski asked the question to forward to attorney Matt Decker, who owns the gate. Ms. Francis stated that according to state law, class VI roads have gates and bars. She stated they took them down over time, however the one under discussion has always been there and always been moved when someone is there. Mr. Clarke commented on the RSA regarding gates and bars. Mr. Wood brought the discussion to a close pending information from the attorney.

Mr. Wood called the meeting to recess at 7:37 p.m.

The meeting reconvened at 7:48 p.m.

Old Business

Mr. Wood brought up the topic of the 91-A policy to allow the information be moved to email to have less traffic in the town offices. Ms. Blouin-Andrus stated that 12.15.2021 the 91-A policy was reviewed and the recommendation of the attorney is to remove email to be in line with how the police department responds to 91-A requests. Mr. Lessels stated that this was also in connection with the protection of the computer systems. Mr. Lessels stated he received an email last week speaking to how deplorable he is as a public servant. Mr. Wood stated that he remembers the adjustment to the policy, but he wanted to bring it up to prevent or slow the flow of traffic down. Mr. Wood stated that if the Selectboard wants to remain as is, then that is what will occur.

Ms. Blouin-Andrus, Ms. Houghton, and Mr. Rescsanski voiced their thoughts that the policy not be amended.

Minutes of Previous Meetings

Mr. Rescsanski made a motion to approve the minutes of 10.12.2022. Ms. Blouin-Andrus seconded the motion. Roll Call: Ms. Houghton (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes), Mr. Rescsanski (yes). Motion passed.

Consent Agenda

Mr. Lessels motion to approve the consent agenda with the exception to the Mr. Clarke building permit which has already been denied. Ms. Houghton seconded the motion. Mr. Rescsanski asked Ms. Town to clarify on a payment, to which she responded that this was in reference to a contract being signed. Roll Call: Ms. Houghton (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes), Mr. Rescsanski (yes). Motion passed.

Other Business

Mr. Dombroski stated that he reviewed the road layout for Borough Road from 1791, and he wanted this document to be in the Selectboard's possession. He commented on the historical significance and relevance of these documents as they relate to the discussion regarding Borough Road's upgrade.

Ms. Blouin-Andrus stated that he advised Ms. Wright and Ms. Remick to discuss the easement, as the memorandum refers to the easement being discussed routinely between grantor and grantee.

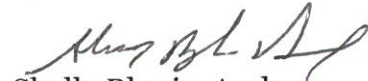
Mr. LaFlam asked if the Selectboard would consider the approval of the slide out tray on the fire truck by Stan's in Keene. Ms. Blouin-Andrus commented that she would not want to vote unless the documentation was in front of the Selectboard. Mr. Wood stated that he would speak to Ms. Wright about getting the quote on the following meeting's agenda. Mr. LaFlam stated that the funds would come out of capital reserve, and therefore would require Selectboard and Fire Chief vote.

Ms. Houghton motioned to adjourn the meeting at 8:01 p.m. Mr. Rescsanski seconded the motion. Roll Call: Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes) Ms. Houghton (yes).


Respectfully Submitted,
Jordan Cannon, Recording Secretary



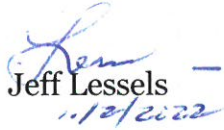
William Rescsanski



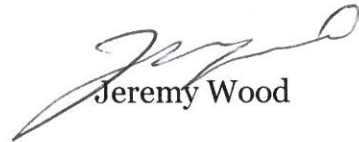
Shelly Blouin-Andrus



Nancy Houghton



Jeff Lessels



Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on October 26, 2022)

**Charlestown Board of Selectmen
Non-Public Meeting Minutes #1
RSA 91-A:3 II (c-Reputation)
October 19, 2022 @ 5:00 p.m.
Community Room**

Selectboard present: Jeremy Wood (Chair), William Rescsanski, Shelly Blouin-Andrus, Jeff Lessels (Vice-Chair), Nancy Houghton

Staff Present: Jordan Cannon, Recording Secretary
Diane Town, Finance Assistant
Diane Dezan, Human Resources
Kelly Wright, Administrative Assistant

Discussion was held by office staff and the Selectboard regarding the flow of work within the office. Clarification of roles and responsibilities, as well as the work office atmosphere, was discussed. Mr. Rescsanski asked if the Selectboard would reach a consensus to allow the finance assistant to retrieve necessary documentation. Mr. Rescsanski motioned that the Finance Assistant have access to all financial records necessary in their role, wherever they may be located within the office, and that any other town employee that has those records surrender those records to the finance assistant when needed. Mr. Rescsanski withdrew his motion. Mr. Rescsanski then motioned that all financial records in the Selectboard office remain in the Selectboard office. Ms. Houghton seconded the motion. Mr. Lessels then read excerpts from town policy that were relevant to the topic under discussion. The motion carried 5-0 by an affirmative roll call vote.

Mr. Wood then discussed the relocation of human resources from the main office area. Discussion was held regarding the confidentiality practices within the present physical location of employees in the Selectboard office.

Mr. Rescsanski made a motion to table the discussion regarding the moving of the welfare office. Mr. Lessels seconded the motion. Roll Call: Ms. Houghton (no), Ms. Blouin-Andrus (no), Mr. Wood (no), Mr. Lessels (yes), Mr. Rescsanski (yes). Motion did not pass.

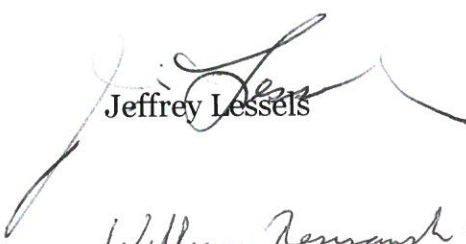
Mr. Wood made a motion to move the welfare office to the Our Town office at the library, and to move the Our Town office to Office 113. Ms. Blouin-Andrus seconded the motion. Roll Call: Ms. Houghton (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (no), Mr. Rescsanski (no). Motion passed. Mr. Wood commented that this move would take place pending logistical confirmation.

Ms. Blouin-Andrus motioned to exit non-public session at 6:07 p.m., 2nd: Mr. Rescsanski. Roll call: Mr. Rescsanski (yes), Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes), Ms. Houghton (yes).


Respectfully Submitted,
Jordan Cannon, Recording Secretary



Jeremy Wood



Jeffrey Lessels



Shelly Blouin-Andrus



William Rescsanski



Nancy Houghton