

1 **CHARLESTOWN SELECTBOARD WORKSHOP AND WATER**
2 **COMMISSIONERS**
3 **WEDNESDAY, DECEMBER 28, 2022 AT 5:30 P.M.**
4 **CHARLESTOWN PUBLIC LIBRARY COMMUNITY ROOM**
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6

7 Selectboard Present: Jeremy Wood (Chair), Nancy Houghton, William Rescsanski, Jeff
8 Lessels (Vice-Chair), Shelly Blouin-Andrus
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10
11 Staff Present: Jordan Cannon, Recording Secretary
12 Patricia Chaffee, Tax Collector
13 Ken Vandenburg, Water Superintend
14 Diane Town, Finance Assistant
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18 Others Present: Mark Varosnik (Zoom), Richard Seymour (Zoom), Erica Payne (Zoom),
19 Dave Fenstemacher (Zoom), Alissa Bascom
20
21

22 **Water Commissioners Meeting**

23 Mr. Wood opened the meeting at 5:02 p.m. Ms. Chaffee reflected the minutes on 12.08.22.
24 Ms. Chaffee invited those attending via Zoom to introduce themselves. Ms. Payne stated
25 the estimated schedule for the generator delivery is September 2023. Ms. Payne stated
26 that she anticipates that by 7.1.23 the remainder of the project, excluding the generator,
27 would be completed. Mr. Wood motioned to extend the contract until 7.01.23. Mr.
28 Vandenburg stated that he does not anticipate that the arsenic will be gone by March
29 2023. Mr. Lessels seconded the motion. Ms. Bascom asked if this was a back-up generator
30 and if the system could be put online. Mr. Wood responded in the affirmative. Ms. Bascom
31 asked which electric company services the pump station. Ms. Chaffee stated that it is
32 Liberty. Ms. Bascom asked if a conversation with Liberty could be made a priority. Ms.
33 Bascom asked if additional arsenic filters could be purchased by August. Mr. Wood
34 answered in the affirmative. Roll Call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr.
35 Lessels (yes) Ms. Houghton (yes), Mr. Rescsanski (yes). Motion passed.
36

37 Mr. Vandenburg presented his report. Mr. Vandenburg discussed the pumping of a
38 lagoon, and issues with E. coli. Ms. Chaffee then discussed the sewer budget. Ms. Blouin-
39 Andrus motioned to spend up \$140,000 for lagoon repair, new roof at station, and auto
40 sampler to be taken from ARPA funds. Mr. Wood seconded the motion. Roll Call: Ms.
41 Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes) Ms. Houghton (yes), Mr.
42 Rescsanski (yes). Motion passed.
43

44 Ms. Blouin-Andrus motioned to add additional line item in Water/Sewer Budget for
45 \$10,000 payback for each fund to pay back \$10,000 each year until its paid off. Mr.
46 Lessels seconded the motion. Ms. Blouin-Andrus then rescinded the motion.

47
48 Mr. Lessels motioned that in the 2023 Budget the sewer department pays off
49 indebtedness of \$60,000 back to general fund. Ms. Blouin-Andrus seconded the motion.
50 Roll Call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes) Ms. Houghton
51 (yes), Mr. Rescsanski (yes). Motion passed.

52
53 Ms. Chaffee disclosed that resident within town has requested a reimbursement of fees
54 for a lack of connection. Discussion commenced on the basis for the resident's
55 reimbursement request.

56
57 Discussion commenced on Ms. Chaffee's time spent working on the water project.

58
59 Ms. Blouin-Andrus motioned to enter Non-Public Session 91-A:3 (a) Personnel at 7:00
60 p.m. Ms. Houghton seconded the motion. Roll Call: Ms. Blouin-Andrus (yes), Mr. Wood
61 (yes), Mr. Lessels (yes) Ms. Houghton (yes), Mr. Rescsanski (yes). Motion passed.

62
63 The meeting reconvened at 7:37 p.m.

64
65 The meeting let for recess at 7:38 p.m.

66
67 The meeting reconvened at 7:49 p.m.

68 69 70 **New Business**

71 Mr. Wood commenced a discussion regarding merit increases. Ms. Blouin-Andrus
72 reviewed the departments within town that already have set a merit. Discussion
73 commenced regarding employees who get paid via stipend, salary, and hourly. Mr.
74 Rescsanski motioned to give up to 4% merit increase based on performance review at each
75 employee's anniversary date for employees at highway, office, building/maintenance
76 departments. Ms. Houghton seconded the motion. Roll Call: Ms. Blouin-Andrus (yes),
77 Mr. Wood (yes), Mr. Lessels (yes) Ms. Houghton (yes), Mr. Rescsanski (yes). Motion
78 passed.


79
80 Mr. Wood motioned for employees of the fire department to get 2% raise across the board.
81 Mr. Lessels seconded the motion. Mr. Wood rescinded the motion. Ms. Town reflected
82 that the joint Finance Committee/Selectboard meeting would take place on 1.09.2023.
83 Mr. Rescsanski stated that the Selectboard would like the Administrative Assistant to
84 locate a copy of the rejection of the certified letter to Ms. Remick about the gate removal,
85 and when she does she to notify the town chief of police.

86 87 **Other Business**

88
89 Ms. Blouin-Andrus motioned to adjourn the meeting at 8:36 p.m. Mr. Lessels seconded
90 the motion. Roll Call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes) Ms.
91 Houghton (yes), Mr. Rescsanski (yes).


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93
94 Respectfully Submitted,
95 Jordan Cannon, Recording Secretary
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97

98 
99 William Rescsanski
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Shelly Blouin-Andrus
101

102
103 
104 Nancy Houghton
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Jeff Lessels
106


Jeremy Wood
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108 (Note: these are unapproved meeting minutes. Any corrections will be made at the next
Selectboard meeting on January 4, 2023)

**Charlestown Board of Selectmen
Non-Public Meeting Minutes #1
RSA 91-A:3 II (a-personnel)
December 28, 2022 @ 5:30 p.m.
Community Room**

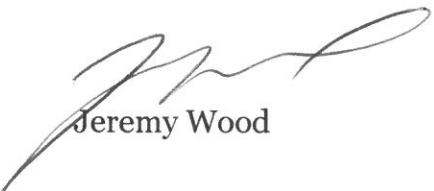
Selectboard present: Jeremy Wood (Chair), William Rescsanski, Jeff Lessels (Vice-Chair), Nancy Houghton, Shelly Blouin-Andrus

Staff Present: Jordan Cannon, Recording Secretary
Ken Vandenburg, Water Department Head

Mr. Lessels discussed the employee review and step-increase of a town employee. Ms. Blouin-Andrus motioned to give Mr. Vandenburg a 4% raise once he gets his grade II distribution possibly in June 2023. Ms. Houghton seconded the motion. Roll Call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes) Ms. Houghton (yes), Mr. Rescsanski (yes). Motion passed.

Ms. Blouin-Andrus motioned to exit non-public session at 7:36 p.m., 2nd: Mr. Rescsanski. Roll call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Mr. Lessels (yes), Ms. Houghton (yes), Mr. Rescsanski (yes)

Respectfully Submitted,
Jordan Cannon, Recording Secretary



Jeremy Wood



Jeffrey Lessels



Shelly Blouin-Andrus



William Rescsanski



Nancy Houghton