

**TOWN OF CHARLESTOWN
WATER COMMISSIONERS WORKSHOP
November 12, 2019**

Commissioners Present: Steve Neill (Chair); Albert St. Pierre, Jeffrey Lessels

Staff Present: Dave Duquette
Patty Chaffee
Jessica Dennis

Guest: Bob Wynn – VHB

The Commissioners met with Bob Winn, VHB, to discuss the status of the project and time lines for funding applications. Mr. Winn noting that an application has been sent to the Water Trust Fund and an application is in the works for USDA Rural Development grant/loan program. Rural Development needs to include other options to the interconnections. It was decided that if that is needed it would be for updated filtration as well expansion of the services in North Charlestown.

Mr. Winn noted that with the USDA money, the town would have to work with a bank for short lending and then submit for repayment from the grant/loan. Mr. Winn discussed the timeline for the project once the vote goes through in the spring. The costs for the completed plans and design will be approximately \$350,000. Dave Duquette noted that he will have to buy more filters to cover the time until the interconnection is complete. Mr. Winn note that he need authorization to submit an application on behave of the Town.

Mr. St. Pierre made a motion to authorize Bob Winn to submit the application on behave of the town, Mr. Lessels seconded. Motion passed.

Mr. Neill asked if Mr. Winn would be available to assist with presentation about the project prior to the March vote and he noted he would make himself available. Mr. Winn will also assist Mr. Duquette and Ms. Chaffee with a handout that can be inserted in the January water/sewer bills.

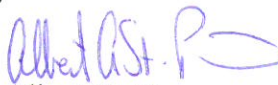
ADJOURNMENT:

Meeting was adjourned at 09:00am.

Respectfully submitted,
Patricia Chaffee, Recording Secretary


Steven A. Neill, Chair

Approved,


Albert St. Pierre


Jeffrey Lessels

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the November 20, 2019, Selectboard meeting.)

**TOWN OF CHARLESTOWN
SELECTBOARD WORKSHOP
NOVEMBER 12, 2019**

Selectboard Present: Steve Neill (Chair), Jeffrey Lessels, Albert St. Pierre

Staff Present: Jessica Dennis, Administrator

Meeting was called to order at 9:26 AM.

The Selectboard had a very brief discussion with Mr. David Duquette regarding his request to switch from salaried to hourly. The Selectboard told Mr. Duquette they would have to consider this request and get back to him. Mr. St. Pierre mentioned that he had a seasonal employee who might be of assistance to Mr. Duquette during the winter months, shoveling out fire hydrants and/or plowing if work of that nature would be of assistance to Mr. Duquette, he said it would be. Mr. St. Pierre will keep that in mind when the seasons change and he is not in need of his seasonal help.

The Selectboard briefly discussed the meeting scheduled with the attorney on Thursday evening. This meeting has been scheduled to discuss the School Withdrawal Presentation on November 21st with the Board of Education in Woodsville, NH. The Selectboard and School Withdrawal members have legal questions about the meeting and the student count request needed for the study.

The Selectboard scheduled workshops to review budgets and a tentative schedule for the Finance Committee based on the workshops scheduled. The meetings are as follows:

Tuesday, November 19; 8:00 AM with David Duquette and Patricia Chaffee to review the Water/Wastewater Budgets.

Tuesday, November 26; 4:00 PM with Chief Connors to review the Police, Communications and Ambulance Budgets.

Wednesday, November 20; is the regular Selectboard Meeting, there is a lot on the agenda, the Selectboard would like to see if the Beautification Committee can come at 5:30 PM instead of 6:30 PM to start the meeting early.

Additionally, Ms. Dennis brought to the Board's attention that the first meeting in January, is on the 1st. After some discussion the Selectboard decided to move this meeting to Friday, December 27; at 1:00 PM. Ms. Dennis will let department heads know so they can get purchase orders and contracts in prior to the end of the year.

The Selectboard is hoping to have the Finance Committee review budgets as follows:

November 18: Highway, Transfer Station and Elections (or other small budgets)

November 25: Library, Cemetery, Water and Wastewater

December 2: Police, Communications and Ambulance

December 9: Financial Admin, Planning, Government Buildings

December 16: Capital Requests

The Selectboard had another short discussion about the Minority Report and how it has a direct impact on the Town's Master Plan and Planning Board. The Minority Report discusses "work force housing" and how Charlestown has a larger percentage as opposed to other surrounding communities; and how the School district feels "work force housing" directly affects the School district.

The Selectboard discussed the property taken by Tax Collector's Deed last fall in South Charlestown on Wetherby Road. Mr. Neill inquired if the Town should consider disposing of some of the debris and material left on the property. Mr. Steven Schneider was asked to talk to the Selectboard about the Brown Fields Program. Mr. Neill has been appointed to the Committee and is hoping that this property will be included in the plan at some point. Mr. Schneider suggested that the Town leave the property and the material as is; he has seen instances when a Town thought they were doing the right thing by cleaning it up, but they would have been better off leaving it as is. He also suggested the Selectboard try to think of other properties that might qualify for this program. There is quite a bit of funding for projects like this.

ADJOURNMENT:

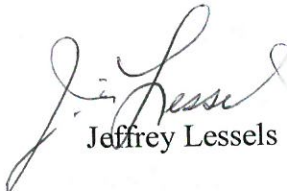
**Mr. Lessels moved to adjourn this meeting. Mr. St. Pierre seconded the motion.
With all in favor, the meeting was adjourned at 11:17 AM.**

Respectfully submitted,
Jessica Dennis


Approved,



Steven A. Neill, Chair



Jeffrey Lessels



Albert St. Pierre

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