

**TOWN OF CHARLESTOWN
SELECTBOARD WORKSHOP
JANUARY 28, 2020**

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

Staff Present: Jessica Dennis – Administrator

Meeting was called to order at 3:10 PM.

Ms. Dennis distributed copies of the 2020 Warrant, Default Budget, Budget and the drafted Selectboard Report for the Town Report. She noted a couple typos in the Warrant; they do not change the intent of the articles.

Mr. Neill spoke with Ms. Dennis last week and would like to ask the other Selectboard members if they would be willing to appoint new hire Elizabeth Emerson as the Deputy Health office. Mr. Neill explained he has tried to find someone previously with no luck. Ms. Emerson was the Deputy Health Office in Newport and has experience. Mr. Neill will be away on vacation and has started the process of inspecting a home to be approved for foster care, a couple additional items were needed and may be completed while Mr. Neill is away and he does not want to hold up the family. Mr. St. Pierre made a motion to appoint Ms. Emerson as Deputy Health Office. Mr. Lessels seconded the motion. Motion passed.

Ms. Dennis asked the Selectboard how much information they would like on the two employees they are honoring at the Deliberative Session. They would like to make the presentation short. Appreciation plaques should be available later this week. Mr. St. Pierre asked if the Selectboard would be willing to purchase \$100 gift cards from the Sumner House also. All members agreed. Mr. Dennis will get gift cards also.

The Selectboard went through the Warrant Articles and decided who was making a motion on each warrant Article and who would second the article:

Article 1: Fire Station Construction and Building Renovations: will be presented by Mr. Lessels, he will ask Mr. Scott Wade if he would second the article.

Article 2; Operating Budget: will be presented by Mr. Neill, and seconded by Mr. St. Pierre. Mr. David Richardson will likely speak to this as Chair of the Finance Committee.

Article 3: Fire Truck: Mr. St. Pierre will present this article and seconded by Mr. Lessels. Members of the Fire Department will give a presentation on the truck.

Article 4: Transfer Station Roll-Off: Mr. Neill will present and Mr. Lessels will second it. Mr. Neill will speak to this article also.

Article 5: Real Estate Reappraisal: Mr. Lessels will present this article and Mr. Neill will second it. Mr. Lessels will speak to this article.

Article 6: Ambulance Equipment Maintenance Reserve: Mr. St. Pierre will present the article; Mr. Lessels will second the article. Mr. St. Pierre will also speak to this article.

Article 7: Support of the Senior Center: Mr. Neill will present the article; Mr. St. Pierre will second it. Mr. Neill will also speak to this article.

Article 8: Emergency Communication Improvements: Mr. Lessels will present the article, Mr. Neill will second it. The article will also be presented by Mr. Lessels.

Article 9: Fall Mountain Withdrawal Expenses: will be presented by Mr. St Pierre and seconded by Mr. Neill. Mr. Walter Spilsbury will likely speak to this article.

Article 10: Fort at #4: Will be presented by Mr. Lessels and seconded by Mr. Neill. Mr. Willard McKane will be there to speak for the article. Mr. St. Pierre has heard people would like more information on what the money will be used for; he will let Mr. McKane know that.

The Selectboard discussed the mailing to postcards again. The Selectboard's Office sent two mailing last year. Ms. Dennis provided the Selectboard will copies of the mailings from 2019. The first mailings were done much earlier in the year, it had ALL the Town and School meeting dates on it. The second was a reminder on the ballot voting. The Selectboard directed Ms. Dennis to send mailings again.

There was a discussion about Consent Agendas. The Selectboard discussed what could be in the Consent Agendas and agreed that nearly all the Financial, written department head reports, minutes, abatements and warrants. The Selectboard members can request any item be removed from the Consent Agenda if they wish to discuss it. The Selectboard would like Ms. Dennis to start using a Consent Agenda for the meeting next week. This will hopefully help expedite meetings and leave more time for other business. Selectboard meetings could become lengthier with five members. The Selectboard had a brief discussion about moving one meeting to earlier in the day, perhaps the first meeting on the month could be at 3 or 4 PM. This could be the meeting that Department Heads attend and might accommodate residents who don't wish to be out late. The second meeting could remain at 6:30 PM to accommodate those who work. No decision was made.

Ms. Dennis updated the Selectboard on Mr. John Streeter's inquiries about the school payments. Ms. Dennis noted that minutes need to be more thorough moving forward. The minutes for the meeting when the Selectboard originally discussed the school payments in October, do not reflect the Selectboard's request for the staff to process the Fall Mountain School checks in a separate batch so the Selectboard could choose not to approve the payment separate from the other accounts payable checks. There are copies of the accounts payable runs and a record they were not signed but the Selectboard's decision to do this is not reflected in the minutes. Mr. Lessels stated, the Selectboard and Ms. Dennis were all present when that discussion and decision was made. Mr. Neill and Mr. St. Pierre concurred with this statement.

Ms. Dennis updated the Selectboard on the Town's request for a student count. Mr. Decker, one of the Town's attorneys has reached out to Ms. Barbara Loughman, the School District's attorney. She is on vacation. He will speak with her when she returns.

Mr. Gabriel St. Pierre arrived at 4:55 PM to discuss the Deliberative Session. Mr. Neill let Mr. Gabe St. Pierre know that the Selectboard would like to recognize two long time employees at the beginning on the Deliberative Session. The Selectboard discussed the potential amendment from the floor on the Fire Truck article, the Selectboard is wondering if the Old No.4 Fire and Hose Company will not donate their \$40,000 if the article is amended. The attorney recommends the Selectboard know what is custom about the proposed Fire Truck and why it best meets the Town's needs.

There was a discussion about how to address out of Town people attending the meeting. Should the Supervisors give registered voters cards when the check in? A voice vote will not be effective if there are people from out of Town in the audience. The Selectboard discussed the potential of a large crowd and discussed recessing the meeting to the following Saturday if necessary. Ms. Dennis was asked to speak with the school about using the gymnasium on February 8th if necessary. Ms. Dennis was also asked to speak with Chief Connors about having an officer present and in uniform at the meeting. A ballot box will be present also. Ms. Dennis will speak with Mr. Weed about setting up the chairs in the Hall on Friday afternoon.

Mr. Neill mentioned again that he will out of Town. He has found three voters to stand in for him at the Primary on February 11th. Additionally, he asked if one of the other Selectboard members could cover the Planning Board Meeting on February 18th. Mr. Lessels will cover the meeting.

ADJOURNMENT:

Mr. St. Pierre moved to recess this meeting. Mr. Lessels seconded the motion. With all in favor, the meeting was adjourned at 6:12 PM.

Respectfully submitted,
Jessica K. Dennis

Approved,


Steven A. Neill, Chair


Jeffrey Lessels


Albert St. Pierre

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the February 5, 2020 Selectboard meeting.)

