

TOWN OF CHARLESTOWN SELECTBOARD MEETING February 19 2020

Select board Present: Albert St. Pierre, and Jeffrey Lessels

Staff Present: Keith Weed- Highway and Transfer Station Superintendent
Charles Baraly- Fire Department Superintendent
Patricia Chaffee- Town Clerk & Tax Collector
Jessica Dennis – Administrator
Kelly Wright – Administrative Assistant

Public present: Scott Wade
John Menter

Call to order & Pledge of Allegiance: Mr. St. Pierre called the meeting to order at 6:30 PM and welcomed everyone. The pledge of allegiance was recited. Mr. St. Pierre advised that the meetings are recorded and asked everyone wishing to speak to identify themselves for the record. Comments should be addressed to the select board.

Department Reports:

Town Clerk/ Tax Collector: Ms. Patricia Chaffee reported the elections went very well. 1,330 voters came out to vote in the presidential primary. The Department of Justice came by several times to make sure everything was done according to the law. They reported to Ms. Chaffee they were impressed with the changes that were made. The office has been working on the Town election and the Town ballot has been sent to the printers.

Highway Department: Mr. Keith Weed reported in between plowing, salting and sanding the roads, the department has been pot hole patching and brush cutting. Mr. Weed stated he has already spent 50% of his snow and ice budget.

Recreational Department: Ms. Chaffee reported the committee met on the first Tuesday of the month. Softball and baseball sign-ups will be at the Town Offices during regular office hours including the last Saturday, February 29, 2020. There will be sign ups on Saturday, March 7, 2020 from 10am-Noon at the Recreational office. Registration fees have increased to \$30.00 per child. Late applications will be accepted only from March 8 to March 10, 2020 with the understanding there will be a late fee of \$25.00 per child that must be paid at the time of registration.

Public Comment: Mr. John Menter was present and asked the Board about the **Town's** noise ordinance. His concern is the time that Bomar begins working; most days it is at 4:30 am Monday thru Friday. Mr. Menter was also concerned with the dilapidated house at the end of Southwest St. After discussion the board will ask Ms. Liz Emerson to look into the Bomar concern and address as necessary.

Administrator's Report: Ms. Jessica Dennis reported the office has received an abatement request for a water bill. The residents concern is they don't feel they should pay for the base fee since they weren't living in the mobile home. They feel they should only pay for the usage fee. After some discussion the board agreed this should be between the mobile park owner and the resident. Ms.

Dennis reported she has reviewed the Patch Park deed regarding the request to have a wedding reception at the Park. The request is to hold the reception in a tent from 5 to 9 PM, with lights set up by the party, there is nothing in the deed prohibiting this; however there may be several liability issues. After some discussion Mr. Lessels moved to deny the request to allow a wedding reception at the Patch Park, Mr. St. Pierre seconded the motion and it passed unanimously. The Selectboard discussed the complaint from the Osgood's regarding the damage to Old Acworth Stage Rd. The Selectboard and Conservation Commission will meet and discuss how to fix the Road and address Mr. Osgood's bill. Mr. St. Pierre suggested it may be best to wait until after the logger is finished but in the mean time it would be helpful if several Selectboard members went up and looked at the road. Mr. Weed stated he has addressed Mr. Osgood's concerns with the culvert; the Town will provide the culvert and Mr. Osgood will install it. Ms. Dennis will let Mrs. Osgood know about the board's decision. Ms. Dennis reported the Town Report is done and recommended the board present the dedication to the recipients prior to the Report being available to the public.

Minutes of Previous Meetings: Mr. Jeff Lessels moved to accept the following meetings:

February 5, 2020- Regular Meeting

February 5, 2020- Non Public

February 7, 2020- Workshop

February 7, 2020- Non Public

Seconded by Mr. Albert St. Pierre. Motion passed unanimously.

Consent Agenda Items: Financial Administration: Mr. St. Pierre reported the following was reviewed and approved

1. Payroll Manifest: February 6, 2020
2. 5 purchase orders
3. Urban Tree Service contract – Lower Landing pest-emergent herbicide

New Business: Ms. Dennis reported the board met with UVRLP to discuss the Route 12 corridor project and traffic flow. More information will be coming later.

Old Business: Ms. Liz Emerson is updating the blasting regulations. Ms. Dennis stated she has been working with Liberty Utilities regarding the rebates. She explained the HVAC and lighting rebates are different application processes; she is working with Liberty to determine the status of the lighting rebates. Fling Road Bridge damage: the office received a call from the driver's insurance company wanting more information about when the Bridge was built; so the insurance company is currently working on the claim.

Committee Reports:

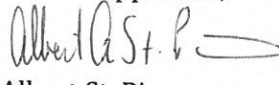
Planning Board: The Planning Board met on Tuesday February 18, 2020; they reviewed and approved a subdivision, one sign permit and one sign permit was denied.

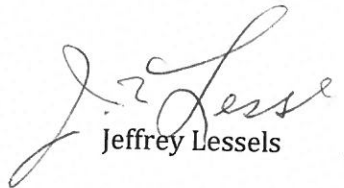
School Research Committee: There are several meetings coming up. The first will be at the rotary club on Thursday, February 20, 2020, the next is at the VFW on Saturday, February 22, 2020 and on Tuesday, February 25, 2020 at the Charlestown Middle School at 6:00 pm; this meeting will include the Fall Mountain School Board.

Adjournment: Mr. Lessels moved adjourn, Mr. St. Pierre second the motion. Meeting adjourned at 7:10 pm.

Respectfully Submitted,
Kelly N Wright


Steven A Neill, Chair

Approved,

Albert St. Pierre


Jeffrey Lessels

(Note: These are unapproved minutes. Corrections will be found in the minutes of the March 4, 2020, Select board meeting)

**TOWN OF CHARLESTOWN
SELECTBOARD WORKSHOP
FEBRUARY 19, 2020**

Selectboard Present: Jeffrey Lessels, Albert St.Pierre

Staff Present: Jessica Dennis – Administrator

Others Present: Meghan Butts, UVLSRPC Transportation Planner

Meeting was called to order at 4:08 PM.

Ms. Meghan Butts from UVLSRPC came to speak with the Selectboard regarding the Route 12A corridor. The Commission is looking at the corridor on a regional level and is trying to meet with representatives from each Town so they can get input from the Municipalities prior to their public outreach sessions.

UVLSRPC is looking at this as a big picture project. They understand that the corridor is State infrastructure, but often times the municipalities they run through will have thoughts or concerns. It is difficult for Municipalities to apply for grants for State infrastructure so the Commission is hoping if they work closely with the Municipalities' so they can apply for grant funding on the Municipalities behalf or advocate for a certain project. They also want to discuss Town roads that are "connector" roads to the 12A corridor and perhaps assist the Municipalities with grants for the Town infrastructure.

UVLSRPC had identified Acworth Road as a connector road as it a main route for people commuting from Acworth and for Bascom's Sugar House. Springfield Road was also identified, but they had not identified Lovers Lane Road. There were a lengthy discussion about both intersections and that the State has previously done some traffic studies on the Lovers Lane Road intersection.

Mr. Lessels mentioned that many years ago the State had done a study and recommended a "round-a-bout" on the North and South ends on Town. There was also a discussion about a "round-a-bout" by the new Jiffy Mart location.

There was a brief discussion about the Fling Road intersection and the meeting the Selectboard had in 2019 with DOT. FedEx had been in discussion with Charlestown Economic Development Association about purchasing a piece of property in CEDA Park; this would have significantly increased traffic onto Route 12. This intersection might need to be reviewed at some point in the future. If it's not FedEx it could be another business entity that could impact the intersection.

Mr. St. Pierre mentioned "Healy Hill" on River Road and that the Town has already sent a letter to the State requesting this corner be addressed. Ms. Dennis will forward a copy of this letter to Ms. Butts. There was also a discussion about the Grissom Lane intersection in Claremont; quite a bit of the traffic down River Road is coming from that direction.

The section of Route 12A in South Charlestown headed towards Fall Mountain High School in Langdon was discussed. The Selectboard and the School District both sent letters to the State requesting a guardrail be installed at that location. Mr. Dennis will forward copies of the letters and the photos that were sent to the State.

Ms. Butts asked if the Town of Charlestown had a "Complete Streets Policy," the Town does not at this time, but could consider adopting such a policy. Ms. Dennis will speak with Ms. Liz Emerson about this. Additionally, she will ask Ms. Emerson if she would be willing to represent the Town of Charlestown the UVLSRPC's T.A.C. meetings.

The Commission is hoping to do Public Outreach sessions at the end of March; they will have online surveys and a couple of onsite sessions. They are hoping to gather data in March and have a final project plan put together in July in 2021.

Ms. Butts left the meeting.

Mr. St. Pierre moved to enter in non public RSA 91-A: 3 II (L), Legal Advice seconded by Mr. Lessels, on a roll call, Mr. St. Pierre, and Mr. Lessels entered into non public at 5:15 PM.

The Selectboard returned from non-public at 5:42 PM.

Mr. St. Pierre moved to enter in non public RSA 91-A: 3 II (C), Reputations seconded by Mr. Lessels, on a roll call, Mr. St. Pierre, and Mr. Lessels entered into non public at 5:42 PM.


The Selectboard returned from non-public at 6:13, the Board directed Ms. Dennis to coordinate a meeting with the Recreation Committee. Preferably at the Recreation Committees next meeting on March 3rd at 6:00 PM.

ADJOURNMENT:

Mr. St. Pierre moved to recess this meeting. Mr. Lessels seconded the motion. With all in favor, the meeting was recessed at 6:15 PM.

Respectfully submitted,
Jessica K. Dennis

Approved,


Steven A. Neill, Chair


Jeffrey Lessels


Albert St. Pierre

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TOWN OF CHARLESTOWN SELECTBOARD MEETING

Non Public Session per RSA 91-A: 3 II C (Reputations)

Community Room

February 19, 2020

Selectboard Present: Albert St. Pierre, Jeffrey Lessels

Staff: Jessica Dennis – Administrator

The Selectboard discussed concerns with the Water/Wastewater Department.

The Selectboard then had a discussion about the Recreation Department. The Selectboard is wondering if it might make sense to have a commissioner for each sport or each season, but they would like the Committee and the director's input. These discussions may result in a change at a later point.

Mr. St. Pierre moved to close the non public at 6:15 pm, Mr. Lessels seconded, with all in favor.

Respectfully Submitted,
Jessica Dennis,

Approved,


Steven A. Neill, Chair


Albert St. Pierre


Jeffrey Lessels

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TOWN OF CHARLESTOWN SELECTBOARD MEETING

Non Public Session per RSA 91-A: 3 II L (Legal Advice)

Community Room

February 19, 2020

Selectboard Present: Albert St. Pierre, Jeffrey Lessels

Staff: Jessica Dennis – Administrator


Consideration and discussion of legal advice from Town Counsel regarding Fall Mountain Regional School District Withdrawal.

Mr. St. Pierre moved to close the non public at 5:42 pm, Mr. Lessels seconded, with all in favor.

Respectfully Submitted,
Jessica Dennis,

Approved,


Steven A. Neill, Chair


Albert St. Pierre


Jeffrey Lessels

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