

# **TOWN OF CHARLESTOWN SELECTBOARD MEETING MARCH 18, 2020**

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

Staff Present: Administrator: Jessica Dennis  
Administrative Assistant: Kelly Wright  
Ambulance & Police Department: Chief Patrick Connors  
Highway & Transfer Station Department: Keith Weed  
Town Clerk & Tax Collector: Patricia Chaffee  
Fire Department: Chief Charles Baraly

Public Present: Scott Wade, Aare Ilves, John Streeter, Bill Rescsanski, Mark LaFlam, Shawn O'Hearne, Dick Westney, Anthony Giordano, Scott Bushway.

**Call to order & Pledge of Allegiance:** Mr. Neill called the meeting to order at 6:30 PM and welcomed everyone. The pledge of allegiance was recited. Mr. Neill advised that the meetings are recorded and asked everyone wishing to speak to identify themselves for the recording secretary and all comments should be addressed to the Selectboard.

Mr. Neill explained the Board will be delaying the selection of a new of Selectboard chairman until after the recount is done. He stated the recount is scheduled for Thursday, March 19, 2020 at 4:00 PM at the community room.

**Public Comment:** Mr. Anthony Giordano asked the board why the recount was scheduled after the Selectboard meeting. Mr. Neill answered that the RSA dictates the time frame when the Town Clerk and Moderator decides on the recount date.

Mr. Aare Ilves spoke on behalf of the Tree Committee and asked if the board would give the Committee approval to plant a red oak tree on the western side of Main St. this spring. The Committee has discussed their plans with the property owner Mr. Mortenson and he is fine with them planting the tree. Mr. St. Pierre asked if the Committee would be asking dig safe to ensure no damage was done to any buried lines. Mr. Ilves answered, yes dig safe would be involved. After a brief discussion the board approved the Tree Committee planting the red oak tree on the western side of Main St.

## **Department Reports:**

**Transfer Station:** Mr. Keith Weed reported there has been a lot more demolition coming in and other than that nothing to report.

**Highway Department:** Mr. Keith Weed reported the department has been brush cutting and putting gravel out on Sam Putnam Rd, Breakneck Hill Rd and Meany Rd. The 2014 Dodge truck's oil pan rusted thru and it will cost \$3,100 to replace it. The truck will need to go to Hillsboro Ford because the Claremont dealership isn't qualified to work on a truck that large.



**Police Department:** Chief Connors reported the department has changed how to respond to motor vehicle stops to protect both the officers and the residents. Mr. Scott Wade asked if there will be a reduced amount of arrests. Chief Connors answered no the department is still in full force.

**Ambulance Department:** Chief Connors reported the department is taking all necessary precautions to protect both personnel and patients during the covid-19 pandemic.

**Recreation Department:** Ms. Patricia Chaffee reported the spring baseball and softball program has been postponed. The Committee is waiting to see how the schools will proceed before deciding when they will set a starting date. If there will not be baseball or softball season then monies will be refunded and/or the parents can choose to apply the baseball or softball sign fees to soccer sign ups. Mr. Scott Bushway asked if the committee had considered pushing the season into the summer months. Ms. Chaffee answered it has been discussed in the past and between vacations it could be difficult to have enough players. Ms. Chaffee also reported that the Easter Egg hunt previously scheduled for April 11, 2020 will now be a "drive-through" Easter Egg hunt.

**Fire Department:** Chief Baraly reported the officers will be meeting to address the precautions the department will be taking to protect the community. Chief Baraly reported as Emergency Management Director, he and Ms. Jessica Dennis have participated in several phone conferences this week from Governor Sununu's office updating municipalities of the ongoing Covid-19 issues that need to be addressed for their communities' safety. The concerns change daily and the State has changed their regulations regarding day care facilities, temporary shelters because of the increasing in demand for these facilities.

**Administrator's Report:** Ms. Jessica Dennis reported the Town Offices are operating as usual but have limited people from entering where the staff is. Tomorrow there is a phone conference to discuss RSA 91-A laws. Due to the Covid-19 concerns the upcoming workshops have been cancelled. Ms. Dennis gave the board the fire truck purchase paperwork to review and sign. She explained this will lock in the price and it doesn't include financing or the performance bond. If the Town pre-pays within 45 days there will be a \$20,000 credit that could be used on equipment for the truck. Ms. Dennis has already looked into some possible financing options. The office has received a settlement offer from the driver's insurance company to repair the damage to the Fling Rd Bridge. The offer is for \$28,444. Mr. Weed has spoken to Daniel's Construction and they can repair the damage to the bridge for that amount but the road will be closed at Gristmill and the intersection of Old Claremont Rd. Mr. St. Pierre moved to accept the settlement offer in the amount of \$28,444, Mr. Lessels seconded, motion passed unanimously. The mason will begin working at the library soon and the board needs to address the slab of pavement on the front of the building and the drainage issues associated with it. After a brief discussion the Board decided they would need to meet and discuss what the best option would be. The new director from Sullivan Transportation, met with Ms. Dennis to discuss the bus stop location again. They are proposing moving the bus stop back to the Bakery Building parking lot. More information will be coming at a later date. Ms. Dennis spoke to the new owner of Camp Good News property. He would like to change the name of the road to Camp Hawkeye Road but they do not want to be responsible for taking over the Road. After discussion the Board agreed the abutters should be contacted to determine if they have objections. If none, the Seectboard can take appropriate action to make the name change. The Board needs to discuss the water rate proposals. Ms. Chaffee explained if the Board made a decision by April 15<sup>th</sup> the new rates would be able to be applied to the July bills but if it will be later than it will apply in the fall. The Board agreed to have a water rate hearing on April 15<sup>th</sup>. Lastly,



USDA has installed the game cameras in the Town Forest and will be monitoring any feral swine activity and report back to Ms. Dennis.

**Tax Collector/ Town Clerk:** Patty Chaffee submitted a report. The rabies clinic that was previously scheduled for April 4, 2020 has been rescheduled for April 18, 2020 from 9am-12pm at the fire station. All dog registrations are due by April 30<sup>th</sup>. Because of the Covid-19 virus concerns the Tax Collector Association has recommended Tax Collectors' postpone sending out their lien letters for one week. April 30, 2020 would be the lien date. The Town Clerk conference has been cancelled for the end of this month and Patty may or may not be opened on the Saturday March 28, 2020 as well as being opened on March 21, 2020.

**Food Shelf:** Mr. Richard Westney spoke on behalf of the changes they have made with handling of food and delivering food. They have implemented a client intake form for residents to fill out. A staff member will fill the boxes of food and bring it out to the client. They will not be using plastic bags because of cross contamination concerns for clients and staff. No clients will be allowed in the building. The client needs have increased and they are prepared to assist those in need. Mr. Westney and his staff have already assessed how to assist the high risk families in Town. The board thanked Mr. Westney.

#### **Committee Reports:**

**Conservation Committee:** The Committee met March 16, 2020. They tentatively scheduled adopt the highway for April 11, 2020 at 8 AM. Sometime in the future there will be a trail presentation. Clean-up day has been scheduled for March 29, 2020 at 10:00 AM at the fire station.

**Planning Board:** The Committee met and approved one sign permit, reviewed one site plan and denied one sign permit. There are two new members, Mr. Alan Putnam and Mr. Gabriel Bailey. A new chairman will be voted in once all members are present.

**Building Needs:** There is a pending meeting scheduled for April 29, 2020.

**Heritage Commission:** Meeting has been rescheduled.

**School Research Committee:** The withdraw article failed.

**Old Home Day Committee:** Old Home Day has been rescheduled to 2021.

**Town Hall Committee:** The meeting that was scheduled for March 19, 2020 has been postponed, the date has not yet been determined.

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

**Seconded by Mr. Albert St. Pierre.** After amendments were made to March 4<sup>th</sup> and March 11<sup>th</sup> workshop minutes the motion passed unanimously.

**March 4, 2020- Workshop**

**March 4, 2020- Non Public: Compensation**

**March 4, 2020- Regular Meeting**

**March 4, 2020- Non Public: Reputations**

March 4, 2020- Non Public: Legal  
March 11, 2020- Workshop  
March 11, 202-Non Public: Compensation

**Financial Administration:** Mr. Neill reported the following were reviewed and approved.


1. Three purchase orders
2. DRA MS-232 report of appropriations
3. One alcohol permit

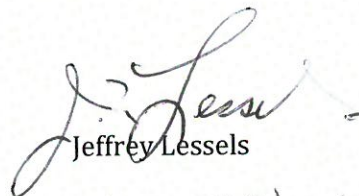
**Old Business:** Nothing has changed

**Adjournment:** Mr. Neill moved to adjourn at 8:00pm, Mr. Lessels seconded and meeting adjourned.

Respectfully Submitted,  
Kelly N Wright

Approved,

  
Albert St. Pierre, Chair

  
Jeffrey Lessels

abstained  
John Streeter

abstained - not yet board  
members @ time of meeting  
William Rescsanski  
Scott Wade

(Note: These are unapproved minutes. Corrections will be found in the minutes of the April 1, 2020, Selectboard meeting)