

TOWN OF CHARLESTOWN  
BOARD OF SELECTMEN  
ZOOM MEETING  
MAY 20, 2020 at 6:30

Selectboard present and location - Chairman Albert St. Pierre- Community Room; Jeff Lessels- welfare office; Scott Wade- home office; John Streeter- Community Room; William Rescsanski – Community Room

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

Public Present: Richard Holmes  
Nancy Houghton

Chairman Albert St. Pierre recited the protocol for holding public zoom meetings due to the Covid- 19 executive order per Governor Christopher Sununu.

The pledge of allegiance was recited. Chairman St. Pierre announced the meeting is being recorded and if anyone wishes to speak, they must state their name for the record.

***Library Drainage Bid-***

1. Hodgkin & Son's – proof of insurance provided
  - a. \$13, 439.00 for the North and East (Main St.) walls
  - b. \$17, 361.00 for the South and West walls

**Public Comment:**

Mr. Richard Holmes from the Conservation Committee was present and reported to the Board the need for an extension to the original contract for the use of the landing on North Hemlock Rd. There also is a contract amendment for the white pine price. After discussion Mr. Streeter moved to accept the proposed timber contracts, Mr. Rescsanski seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Mr. Holmes reported he has spoken to Mr. Daryl Osgood and Mr. Keith Weed regarding the installation of a new culvert on Old Acworth Stage Rd. If the Town provided Mr. Osgood with the culvert, he would replace the old one. The culvert will be paid for out of the monies the Conservation Commission receives from the timber proceeds. After discussion Mr. Streeter moved to allow the Town to provide a new culvert and to authorize Daryl Osgood to install the culvert, Mr. Rescsanski seconded the motion and on roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Mr. Holmes asked for the board's permission to allow Mr. Weed and the highway department to repair the road leading to the landlocked portion of the Town Forest. There is roughly 150-200 yards of trash that needs to be removed and this would also allow access to the landlocked portion of the Town Forest. There is 53 acres that has a lot of Ash hardwood on it. This area is the next timber harvest of the Town's Forestry Management Plan. Mr. Holmes stated thru NRCS (Natural Resources Conservation Service) there are grant monies available so the Town can apply for to help pay for the road. After discussion it was agreed the Conservation Commission would purchase the stone required to fix the road and allow the highway employees repair the road. Mr. Streeter moved to authorize Mr. Weed and the highway department to repair the road; Mr. Lessels seconded the motion and on a roll call; Mr. St. Pierre (No), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed (4-1).

Mrs. Nancy Houghton spoke on behalf of the upcoming elections. She and Ms. Chaffee have met and agreed the best choice for the election is the senior center. She reported the primary election in September hasn't been as busy as November elections. They may consider extending polling hours and will most definitely need the Selectboard's help. Ms. Chaffee reported she has ordered more absentee envelopes.

**Selectboard Comment:**

The Board discussed the pros and cons of having Depot Street go back to a two-way street. After discussion Mr. Streeter moved to change Depot Street from a one way back to a two-way Street; Mr. Wade seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (No), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (No); motion passed (3-2).

Mr. Streeter met with the Beautification Coalition regarding the green space and parking area on Depot St. Mr. Lessels reported the Cobb's own up to the west side of the sidewalk and everything this else belongs to the Town. The Beautification Coalition has requested a workshop with Mr. Weed. Mr. Aare Ilves joined the meeting and reported he is working on a plan and hopes to finalize it by the end of May. The next meeting is June 8, 2020 at 4pm on Main St. Mr. St. Pierre and perhaps the rest of the Board will attend.

Mr. St. Pierre reported that Fort #4 is applying for a Northern Borders Museum grant and is requesting a letter of support for the selectboard. Mr. Lessels moved to authorize a letter of support to Fort # 4; Mr. Streeter seconded the motion, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Mr. Wade requested a workshop to discuss the water interconnection project. After discussion it was agreed to have a Zoom workshop on Wednesday, May 27, 2020 at 4:00 PM.

Ms. Dennis reminded the Board about the water rate hearing the have coming up. The Board needs to decide on new rates before a hearing can be posted. The Selectboard will include this in their workshop on May 27<sup>th</sup>.

Mr. Streeter reported he talked to Mr. Arthur Grenier regarding reopening Patch Park. After discussion it was agreed the board would wait for Governor Sununu's lead and keep the park closed for now.

The Board asked if the first tax bills will be going out on time. Ms. Dennis reported they will the office is waiting for some property assessments to be finalized and then bills can be processed.

**Department Head Reports:**

Town Clerk/Tax Collector: Ms. Chaffee reported the dog clinic was well attended and she did 37 dog registrations, and 80 rabies shots were given. Ms. Chaffee will be opening the office to the public on Saturday, May 30, 2020. She stated there are some residents are unable to come by appointment or they are unable to use the online services. Mr. Lessels thanked Ms. Chaffee for all her efforts. Ms. Chaffee will begin bringing her staff back next week. The door buzzer should be coming in this week.

Transfer Station: Mr. Weed reported they are extremely busy, trash and demo continues to be up in volume.

Highway Department: Mr. Weed reported the usual line painting done by Memorial Day will be done a little later this year. He asked for the Board's permission to rebid the crack sealing. He stated he feels he can get a better bid. Mr. Rescsanski moved to rebid the crack sealing; Mr. Streeter seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

The paving bid was awarded to Pike Industries. To stay with the budget Mr. Weed restructured the paving schedule this year and reported the following. Unity Stage Road would be put off until next year; all of Roberts Road will be done and Wheeler Rand Road would be reclaimed with a two inch base and will be paved next year. Mr. Lessels moved to accept Mr. Weed's paving recommendation; Mr. Wade seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Mr. Weed stated the water project will affect a portion of the paving for this year but he planned on leaving that section out and just putting overlay on the road until it can be repaved.

Recreational Department: Mr. Streeter reported the committee met on May 19, 2020 and removed the pool cover.

Fire Department: Chief Baraly reported brush season is here. The department has participated in forestry training. The department has had several calls and fallen trees.

**Administrator Report & Correspondence:** Ms. Dennis reported she received a request from Ms. Lori Landry regarding updating the Board on what is happening in the school district.

Ms. Dennis shared Mr. Lessels email regarding the drop in welfare requests. Mr. Lessels does not anticipate the volume will not stay so low.

Charland Technology is in the process of migrating equipment and reviewing activity.

The office received an anonymous letter regarding complaints about R&K Auto and Dollar General. Ms. Dennis passed them along to the Planning and Zoning Administrator. The office also received a complaint regarding unregistered vehicle and junkyard on Ox Brook Road, this has also passed this to Planning and Zoning.

The Board still needs to decide how they would like to settle the Norman Ave and Anglican Church water meter issues. The Board agreed to discuss this at their meeting on Wednesday, May 27, 2020.

Ms. Dennis received notification from Great River Hydro regarding limiting public access to the boat landing. Ms. Dennis will have Ms. Chaffee put this announcement on the Town's the website.

Ms. Dennis requested the Board approve the following motions so the Town can be eligible for the grant funds being offered for COVID relief:

1. Mr. Rescsanski made a motion that we adopt NH RSA 21-P:43 Appropriations and Authority to Accept Services, Gifts, Grants, and Loans. Mr. Lessels seconded the motion and, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); motion passed (4-1).

2. Mr. Rescsanski made a motion that we appoint Jessica Dennis to be the Authorized Organization Representative, Grant Officer and/or Grant Representative for all grants for 3 years term ending in 2023. Mr. Lessels seconded the motion and, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); motion passed (4-1).

3. Mr. Rescsanski made a motion that under RSA 21-P:43 that we accept the funds for the COVID-19 first responder stipends up to \$50,000. Mr. Lessels seconded the motion and, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); motion passed (4-1).

4. Mr. Rescsanski made a motion that under RSA 21-P:43 that we accept the funds from the G.O.F.E.R.R. Coronavirus Grant for all refundable costs up to \$122,100. Mr. Lessels seconded the motion and, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); ; motion passed (4-1).

5. Mr. Rescsanski made a motion that under RSA 21-P:43 that we accept the funds from the Division of Homeland Security and Emergency Management Public Assistance Funding having no ceiling cost at this time. Mr. Lessels seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); motion passed (4-1).

**Committee Reports:**

**Beautification Coalition-** will met June 8, 2020 at 4:00 pm

**Building Needs-** will met May 27, 2020 at 6:30pm

**Fall Mountain Site Base-** Mr. Rescsanski reported the committee set goals and plans to send school board members a letter of their concerns.

**Zoning Board-** Mr. Lessels attended the last meeting and reported the Board voted down the site plan for a daycare because of traffic concerns on Arbor Way. The parties will be appealing. At the next meeting, the traffic flow will be reviewed.

Mr. Streeter moved to accept the following meeting minutes of:

May 6, 2020- Regular

May 6, 2020- Non-Public (reputations)

May 13, 2020- Workshop

May 13, 2020- Non-Public (reputations)

Mr. Wade seconded the motion and, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); motion passed (4-1).

**Consent Agenda:** Mr. Wade moved to approve the consent agenda; Mr. Lessels seconded the motion and, on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (No), Mr. Rescsanski (Yes); motion passed (4-1).

Mr. Lessels suggested the agenda be reconfigured and make a priority list.

The Board discussed looking into recording the meetings. Ms. Dennis reported there is funding available thru the G.O.F.E.R.R grant. Mr. Streeter and Ms. Dennis will research more information and report to the board on June 3, 2020.

Mr. Wade moved to go into non-public RSA 91-A:3 (C) reputation, Mr. Streeter second the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Mr. Streeter moved to adjourn at 9:00 pm, Mr. Wade second the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Respectfully Submitted,  
Kelly N Wright

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: These are unapproved meeting minutes; any amendments will be made at the next selectboard meeting on June 3, 2020)

**TOWN OF CHARLESTOWN  
BOARD OF SELECTMEN  
ZOOM NON-PUBLIC RSA 91-A:3 (C) REPUTATION MEETING  
MAY 20, 2020 at 4:30**

Selectboard present and location - Chairman Albert St. Pierre- Community Room; Jeff Lessels- welfare office; Scott Wade- home office; John Streeter- Community Room, William Rescsanski – Community Room

Staff present: Jessica Dennis- Administrator  
Kelly Wright- Administrative Assistant  
Patrick Connors- Ambulance Department

Mr. Wade reported to the group what he has heard after speaking with several members of the Ambulance Department and his thoughts on the department moving forward. Chief Connors gave some background as to how he became the Director fo the Ambulance Department. After a lengthy discussion, Mr. St. Pierre asked if Mr. Wade would start a committee and discuss a future long-term plan. Ms. Dennis recommended Mr. Wade discuss the billing with Carol from EMS Billing Solutions and how TEMSIS works.

Mr. Streeter moved to reconvene public session; Mr. Lessels seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); motion passed.

Respectfully Submitted,  
Kelly N Wright

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: These are unapproved meeting minutes; any amendments will be made at the next Selectboard meeting on June 3, 2020)

**TOWN OF CHARLESTOWN  
BOARD OF SELECTMEN  
ZOOM NON PUBLIC MEETING  
MAY 20, 2020 at 6:30**

Selectboard present and location - Chairman Albert St. Pierre- Community Room; Jeff Lessels- welfare office; Scott Wade- home office; John Streeter- Community Room; William Rescsanski – Community Room

Staff present: Jessica Dennis- Administrator  
Kelly Wright- Administrative Assistant

The Board reviewed and discussed the two tax deferral applications. Ms. Dennis reported Ms. Wright sent a letter requesting if the mortgage had been released and to date the office has not received an answer. The other tax deferral Ms. Dennis reported the resident owns two properties. After discussion, the board agreed they would like more information and will discuss at the next meeting.

Mr. Streeter moved to reconvene public session at 9:00 PM, Mr. Wade seconded the motion and on a roll call; Mr. St. Pierre (Yes), Mr. Lessels (Yes), Mr. Wade (Yes), Mr. Streeter (Yes), Mr. Rescsanski (Yes); .motion passed.

Respectfully Submitted,  
Kelly N Wright

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes, any amendments will be made at the next meeting on June 3, 2020).