

**Charlestown Board of Selectmen  
Meeting Minutes  
July 15, 2020 @ 6:30pm Zoom meeting**

Selectboard present and location: Chairman Albert St. Pierre (community room), John Streeter (absent), Jeff Lessels (community room), William Rescsanski (community room), Scott Wade (community room).

Staff Present: Jessica Dennis- Administrator  
Kelly Wright- Administrative Assistant (via Zoom)  
Patricia Chaffee- Town Clerk/ Tax Collector (Via Zoom)

Chairman St. Pierre called the meeting to order at 6:33 pm. Chairman St. Pierre recited the protocol for holding public zoom meetings due to the Covid-19 executive order per Governor Christopher Sununu. Any motions will be on a roll call for the recording secretary.

**Public Comment:**

Mr. Richard Holmes reported he has given Mr. Daryl Osgood's invoice to Mrs. Michelle Snide to be paid from the proceeds of the timber sale. The Reservoir timber lot cut has been completed. The wood and debris is being picked up but some of the large dead trees will be removed by the power company. The next conservation commission meeting will be Monday July 20, 2020.

Mr. James Fowler reported the Beautification Committee has raised enough money to purchase four light poles for the library; one for the back, one for the East side and two for the front of the building. The committee isn't sure how much the installation will be. Mr. Lessels made a motion to authorize the Beautification committee to purchase light poles to be installed around the library but at no cost to the Town, Mr. Wade seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes); the motion passed.

Mrs. Nancy Houghton asked about the discussion regarding the intersection between Old Springfield Rd and Springfield Rd. Mr. St. Pierre responded the board is waiting to hear back from the NH DOT. If after DOT reviews the intersection and is willing to assist in changes, or has any recommendations, the Selectboard would hold a public hearing before moving forward..

Mr. Steven Smith was presented and asked if the board planned on discussing Old Acworth Stage Rd tonight. Mr. St. Pierre answered the Conservation Commission will be discussing the road at their meeting on July 20, 2020. As mentioned previously; Mr. Osgood's bill has been submitted to the Treasurer for payment from the Conservation Fund, from the proceeds of the timber sale.

**Library Internet:**

Ms. Jennifer Haynes, Library Director was present. She reported the library has been having internet difficulties for the last several weeks. The current internet is unable to support the demand. Between Ms. Haynes, Mr. Streeter, Mr. Fowler and Ms. Dennis it was decided an upgrade is necessary. The recommendation is to upgrade to a 600 megabytes and better Ethernet cords. The monthly cost would be

\$248.00. The security control measures were discussed and Ms. Dennis recommended Ms. Haynes talk to the Town's IT, Greg Charland. Mr. Wade made a motion to enter into an agreement with Comcast to upgrade the internet package for \$248.00. Mr. Lessels seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes); the motion passed.

#### **Administrator's Report:**

Ms. Dennis asked the board if they had a chance to review the letter from the Heritage Commission asking if the board would give them permission to work on a weather proof design to enclose the cannon in front of the Fire Department. After discussion the board agreed to allow the Heritage Commission to draft a design and explain how this project would be funded. Once this was completed the Commission can report back to the board.

Ms. Chaffee inquired if the board would like to proceed with tax deeding or delay the processing. After discussion the board agreed to stay on the usual time line and review the tax deeding properties on Wednesday August 26, 2020 with Ms. Chaffee.

Ms. Dennis asked the Board if they wish to mail out 2021 Inventory of Taxable Property. Mr. St. Pierre explained these used to be helpful to account for how many children the Town was being taxed on. Ms. Dennis said many of the inventories are returned incomplete and they take a lot of time to process with very little helpful information. Mr. Lessels made the motion to not issue the 2021 Inventory of Taxable Property; Mr. St. Pierre seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes); motion passed.

The sprinkler work at the Town Hall, 19 Summer St, has been completed.

Ms. Dennis reported the Fuel, Propane and Furnace/Boiler Maintenance Bids have gone out; the bid opening is August 19, 2020.

Ms. Dennis has mailed out notices to all taxpayers who live or own properties abutting Class VI roads.

Ms. Dennis presented the corrective deed and Right of Way maintenance agreement between KanDy Investments, Mascoma Bank and the Town. KanDy Investments has expressed that they would like the deed to reflect that the Town can use the parking spots as long as we continue to own the building and the use it as Town Offices. Should the Town choose to sell the property those parking spaces would become KanDy's to use. Additionally, at Mascoma's request, the attorney has recommended the Town, Mascoma and KanDy investments enter into a ten year maintenance agreement rather than an annual one. Mr. Lessels said he is concerned that whoever owns the Town building should also own, or have a perpetual easement, for the five parking spaces in question that are located on the proposed KanDy Investment lot. The Town granted a perpetual easement for the five parking spots on the Town's property to Mascoma Bank, so therefor if the Town sells the building the Town Offices are currently in, the new owner would have five less parking spots, unless the five parking spots are conveyed to the Town in return. Additionally, should

one of the parties sell their specific lot, the existing agreement does not include an escape clause. Meaning, should the Town sell the Office Building in five years, they are locked into the right of way maintenance agreement for the remainder of the ten years.

After discussion the Board would like the maintenance agreement to include an escape clause and would like five spots conveyed to the Town in a permanent easement.

### **Committee Reports:**

**Planning Board:** Mr. Rescsanski asked if the Selectboard was aware KanDy Investments will have a six unit apartment building in the above referenced property. KanDy Investments did not go before the Zoning Board of Adjustments for a variance. Mr. Lessels answered that Ms. Liz Emerson has looked into Mr. Rescsanski's concern and based on previous actions, precedence has been set and Ms. Emerson is following past practice. Mr. Wade added that moving forward this can be reviewed and updated as part of the Master Plan update. Once this is done, the Planning Board can start enforcing the new ordinance and move forward from previous decisions/actions of the Planning Board. Mr. Rescsanski said he is not interested in updating the Masterplan if it is not going to be followed.

**Beautification:** Once the NH DOT has time to review their Main Street project and the intersection between Old Springfield Rd and Springfield Rd, the Board can discuss how to proceed on both issues.

**Conservation Commission:** They had a pre-site inspection for companies interested in bidding on the clean up project at 1110 Acworth Road. The Conservation Commission will be responsible for taking care of the asbestos removal and lead paint. Bids for this RFQ are due on Monday July 20, 2020. A bridge was built over the stream on Hall's Pond hiking trail.

**Fall Mountain School Board:** Haven't met yet.

**Fall Mountain Site Base:** Haven't met yet.

**Finance Committee:** To be determined but there are planning to meet either on July 24, 2020 or July 31, 2020.

**Heritage Committee:** Mr. Streeter wasn't able to make the last meeting.

**Town Hall:** Ms. Dennis reported the food shelf needs a generator. Mr. Wade would like to donate a generator and has found someone to install it and would like the Board's permission to proceed. The other Board members concurred. Mr. St. Pierre reported that Rotary Club was going to start meeting there again.

**Ambulance Sustainability Committee:** They had their first meeting on July 9, 2020.



Mr. Rescsanski asked the board for permission to have access to the accounting software. He would like to run his own reports and create excel spreadsheets. Ms. Dennis answered she gives each of the selectmen monthly budgets to review. She recommended all of the selectmen spend more time reviewing the weekly accounts payable manifests because there is a lot of information on those reports. Their discussion continued and Mr. St. Pierre asked Mr. Rescsanski to show him what he wants before making a decision.

Mr. Wade made a motion to approve the previous meeting minutes for:

July 1, 2020- Non Public- Reputations (SEALED)

July 1, 2020- Regular Meeting

July 8, 2020- Non Public- Legal (SEALED)

July 8, 2020- Non Public- Reputations (SEALED)

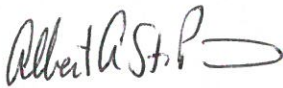
July 8, 2020- Workshop

Mr. Rescsanski seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes); motion passed.

Mr. Lessels move to accept the consent agenda a presented, Mr. Wade seconded the motion and on a roll call. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes); the motion passed..

Mr. Wade moved to adjourn at 8:00; Mr. Rescsanski seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes); motion passed.

Respectfully Submitted,  
Kelly N Wright



Albert St. Pierre



Jeffrey Lessels



Scott Wade



John Streever



William Rescsanski

(Note: these are unapproved meeting minutes. Any amendments will be made on August 5, 2020 at the board of selectmen's meeting).