

**Charlestown Board of Selectmen
Meeting Minutes
November 18, 2020 @ 6:30pm Zoom meeting**

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

Staff Present: Jessica Dennis- Administrator (via zoom)
Kelly Wright- Administrative Assistant (via Zoom)
Patricia Chaffee- Town Clerk/ Tax Collector (Via Zoom)
Keith Weed- Highway and Transfer Station Department
Chief Patrick Connors- Police and Ambulance Department (via Zoom)
Chief Charles Baraly- Fire Department
Diane Town- Human Resource Administrator (via Zoom)

Public Attendance: Alissa Bascom, Dee Hassett, Mandy Wright, Patricia Royce, Duane Wetherby, Jeremy Wood, Gabriel St. Pierre, Amy Rumrill

NH Department of Transportation Guest Speakers: David Scott, Chelsea Noyes, and William Sanford.

Chairman St. Pierre called the meeting to order at 6:30 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. The pledge of allegiance was recited.

Acceptance of Unanticipated Funds:

Mr. Wade made a motion to accept the unanticipated revenue of \$11,675.77 which is the 2016 surplus from NH Interlocal Trust. Mr. Streeter seconded the motion and, on a roll call; the motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Wade made a motion to distribute these refunds to the current and past employees who are owed this, Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Bid Opening for the 1991 American Lafrance:

Only one bid was received from Mr. Robert Mulholland, from Wolfeboro, NH in the amount of \$1,800.00. The fire department will review and report back to the Selectboard.

NH DOT Bridge Preservation Presentation: Charlestown Project 42484

Mr. David Scott opened the presentation with an overview of the project planned for the bridge preservation on NH 12 over the NECRR. The Bureau of Environmental has completed a comprehensive environmental with review of cultural, historic, noise, air quality, hazardous materials, wetlands, floodplains, endangered species, and invasive plants. The report claims no

historic properties will be affected. At the end of the presentation Mr. Scott asked the Select board to review and sign the work zone agreement.

Ms. Chelsea Noyes joined the presentation and gave a thorough overview of the project.

Scope of Work

Bridge Preservation – Partial and Full Depth Concrete Deck Repair

- Replace Pavement and Membrane
- Install Galvanic Anodes
- Repair Abutment Spalls

North West Fascia – Remove Deteriorated Fascia Concrete

- Replace Fascia Concrete
- Replace NW Bridge and Approach Rail

Traffic Control – One Lane of Alternating Two Way Traffic

- Signalized

Project Estimate - Construction Estimate = \$730,000

- Total Project Cost (Includes Engineering) = \$848,000

Project Schedule - Spring/ Summer of 2022 | Start Construction •

August 19, 2022 | Completion of Construction

There was a lengthy discussion regarding the traffic flow and detour routes that would not interfere with mutual aid responses, school start and dismissal, and Town activities. NH DOT gave two options for a detour for people trying to access South Main Street. The exit around the island which allows motorists to go South, will be temporarily closed during this project.

1. Up Paris Ave, across East St Extension and down a through the Charlestown primary school parking lot. Principal Christopher Young has been spoken to and he is ok with this scenario.
2. Would temporarily allow traffic to travel north on the one-way portion of South Main Street.

As the discussion continued all parties, including Chief Connors, NH DOT, and the Selectboard decided the first option would be the best. Local police would be use of traffic control. Ms. Noyes will send Ms. Dennis the link so it can be posted on the website for residents to access.

Mr. St. Pierre asked if Mr. Scott would pass along the Selectboard's guardrail concern on Route 12A. He agreed but is not sure how far it will go.

Select board Comment:

The Selectboard discussed the 3- way stop sign placements. Mr. St. Pierre said he likes the solar lights instead. Mr. Lessels likes the presence of a police cruiser to help slow speeders down. Mr. Wade made a motion to add \$3,000 into the 2021 Highway budget, Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (no), Mr. Lessels (no), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes). (passed 3-2)

The Selectboard also discussed school zone signs and a speed limit of 25 MPH. Chief Connors will investigate changing the school zone speed limits. Mr. Weed and Chief Connors will give the Selectboard their recommendation on 3-way stop signs placements.

Communications:

Mr. Streeter reported the vendor requires an approved purchase order along with a signed contract. There also is a change in price and Mr. Streeter is waiting to hear back from the vendor. Ms. Dennis will take care of the purchase order.

There was discussion about bringing Wi-Fi to the Town Hall. Mr. St. Pierre reported the Rotary Club is willing to provide financial assistance for this service.

Administrator's Report:

Ms. Dennis reported with the increase of Covid-19 cases in the area and there are concerns around public meetings and some Committee are not offering remote attendance.

Mr. Streeter made a motion to limit the capacity of the community room for Town committee meetings to 20 people until rescinded; Mr. Rescsanski seconded the motion and on a roll call motion passed. Mr. St. Pierre (no), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

At the next selectmen's workshop on Wednesday 8am-10am, the board decided Mr. Rescsanski and Mr. Wade will remote in, Mr. St. Pierre, Mr. Lessels and Mr. Streeter will be in the community room. Ms. Dennis will remote in.

The community garden's water cost to the Town was \$22.68 for the season.

The Town will be receiving an additional \$60.00 from the election grant reimbursement and was awarded \$3,411.00 for a general election grant.

The next Water Interconnection project will be on December 9, 2020 at 6:30pm. The VHB presentation is on the website under the water department section.

Ms. Town is working on the Town Facebook page but has run into a few glitches' she is working to correct.

Ms. Dennis is preparing the repurchase letters. The Health Officer and Building Inspector have deemed one of the Town owned properties uninhabitable. The Selectboard will need to put this out to bid to be demolished. The previous owner has until the middle of December to remove any personal items. Ms. Dennis hopes the park will work with the Selectboard to reduce the park lot rent amount. Ms. Dennis requested three non-publics under RSA 91-A:3 (C Reputation).

December 2, 2020 at 5:30pm the Selectboard has a meeting with Town Counsel.

Committee Reports:

Beautification Coalition: The granite curbing has been ordered and payment will come from the encumbered funds.

Conservation Committee:

Mr. St. Pierre reported the committee met last night but he did not attend.

School Board:

Mr. Rescsanski reported the board met earlier tonight and decided to go to remote learning effective November 30, 2020 to January 19, 2021.

The library trustees have discussed closing and go to by appointment only. Mr. Streeter brought up the concern how would kids have access to Wi-fi to do their schoolwork if the library is only by appointment only. Mr. Wade asked how the schools will be tracking the ADM (average daily membership) for charging Towns. Mr. Rescsanski will ask and report back to the board.

Site Base:

Mr. Streeter reported the committee will meet tomorrow.

Recreational Committee:

Mr. Streeter reported the committee was working on a possible turkey trot for Thanksgiving. They are finalizing the job description for the full-time recreational director position.

Finance Committee:

Mr. Wade reported the committee discussed the cemetery building request in the amount of \$48,000. Currently the Cemetery equipment is stored in several different locations throughout other Town Buildings.

There was a lengthy discussion around a new highway garage, possible re-locating the transfer station and new municipal building and building up North Charlestown. No decisions were made. The committee also asked how much more in legal fees would be needed to provide more enforcement for code violations. Ms. Dennis answered the Planning Board usually addresses these issues.

Heritage:

Mr. Streeter reported they have not met.

Planning Board:

Mr. Lessels reported the committee approved a lot line adjustment on Taylor Hill. They discussed amending the current cell tower ordinance in zone E to request a hearing when a small commercial solar array request comes in. It would be amended to prior Planning Board review and approval would be needed. Mr. Lessels stated the board continues to work on the Master Plan. Mr. Lessels said the Master Plan will not be completed this year.

Town Hall:

Ms. Dennis reported Dead River is scheduled to come install and bury the line for the new propane tanks on December 8, 2020. Mr. St. Pierre reported that Mr. Peter Cosine(sp??) a former member of the Rotary Club, left some funds for the Town Hall and this money will be spent to redoing the Town Hall floors.

Ambulance Sustainability Committee:

Mr. Wade reported the committee will be recommending the Town continue with the Golden Cross contract but develop a fast squad to respond as well. The committee would like to work with the Fire Department and determine if the fire department can establish a fast squad. The Selectboard still have not made a final decision. Once they decide then a public presentation will be scheduled. Mr. St. Pierre suggested a public presentation on December 2, 2020.

December 2, 2020- Selectboard meeting

5:00- meeting with Legal

6:00- Ambulance Sustainability Presentation

6:30- Regular Meeting

December 9, 2020 – will be a Water Commissioners meeting to include a presentation on the Water Interconnection Project.

Mr. Wade made a motion to accept the following meeting minutes, Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

November 4, 2020- Regular Meeting

November 4, 2020 -NP Reputations (SEALED)

November 4, 2020- NP Reputations (SEALED)

November 4, 2020- NP Compensation (SEALED)

November 4, 2020- Compensation

November 9, 2020- Workshop

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

Mr. Rescsanski made a motion to go into nonpublic at 8:45 pm RSA 91-A:3 II (b-Hiring), Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

The meeting reconvened at 8:49pm.

Mr. Lessels made a motion to go into nonpublic at 8:49pm RSA 91-A:3 II (b-Hiring), Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

The meeting reconvened at 8:54pm.

Mr. Lessels made a motion to go into nonpublic at 8:55pm RSA 91-A:3 II (a-Personnel), Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

The meeting reconvened at 8:57pm.

Mr. Lessels made a motion to go into nonpublic at 8:58pm RSA 91-A:3 (C Reputation), Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

The meeting reconvened at 9:18pm.

Mr. Lessels made a motion to adjourn at 9:18pm, Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted
Kelly N Wright

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on December 2, 2020)

**Charlestown Board of Selectmen
Non Public Meeting #1 Minutes
RSA 91-A: 3 II (b-Hiring)
November 18, 2020 @ 6:30pm
Community Room and Zoom**

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

Staff Present: Jessica Dennis- Administrator (via Zoom)
Kelly Wright- Administrative Assistant (via Zoom)
Charles Baraly- Fire Department

Chief Baraly recommended the Board of Selectmen approve his new hire recommendation.

Mr. Wade made a motion to hire Ms. Katherine Devaney to the Fire Department, Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Wade made a motion to reconvene public session at 8:49pm, Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Kelly N Wright

Albert. St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on December 2, 2020)

**Charlestown Board of Selectmen
Non Public Meeting #2 Minutes
RSA 91-A: 3 II (b-Hiring)
November 18, 2020 @ 6:30pm
Community Room and Zoom**

Select board present and location community room: Chairman Albert St. Pierre, John Streeter, Jeff Lessels, William Rescsanski, Scott Wade.

Staff Present: Jessica Dennis- Administrator (via Zoom)
Kelly Wright- Administrative Assistant (via Zoom)
Patrick Connors- Police Department

Chief Connors recommended the Selectboard approve his new part-time dispatcher recommendation, Mr. Richard Aiken.

Mr. Lessels made a motion to accept Chief Connors recommendation to hire Mr. Richard Aiken as a part time dispatcher, Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Rescsanski made a motion to reconvene public session at 8:54pm, Mr. Wade seconded the motion and on a roll call motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Kelly N Wright

Albert. St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on December 2, 2020)

**Charlestown Board of Selectmen
Non Public Meeting #3 Minutes
RSA 91-A: 3 II (a-Personnel)
November 18, 2020 @ 6:30pm
Community Room and Zoom**

Select board present and location community room: Chairman Albert St. Pierre, John Streeter, Jeff Lessels, William Rescsanski, Scott Wade.

Staff Present: Jessica Dennis- Administrator (via Zoom)
Kelly Wright- Administrative Assistant (via Zoom)
Keith Weed- Highway Department

The board of selectmen and Mr. Weed discussed there has been no communication from Mr. Dupuis to return to work.

Mr. Lessels made a motion to dismiss Mr. Joseph Dupuis from the Highway Department, Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Streeter made a motion to reconvene public session at 8:57pm, Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Kelly N Wright

Albert. St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on December 2, 2020)

**Charlestown Board of Selectmen
Non Public Meeting #4 Minutes
RSA 91-A: 3 II (c-Reputations)
November 18, 2020 @ 6:30pm
Community Room and Zoom**

Select board present and location community room: Chairman Albert St. Pierre, John Streeter, Jeff Lessels, William Rescsanski, Scott Wade.

Staff Present: Jessica Dennis- Administrator (via Zoom)
Kelly Wright- Administrative Assistant (via Zoom)

Ms. Dennis reported she has received several extension requests since the eviction notices went out. The first has no plan on repurchasing and then several need more time to secure financing to repurchase.

Mr. Wade made a motion to allow an extension until December 31, 2020 only if they can show proof, they are securing financing or they have secured financing, Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Streeter made a motion to agree to extend the eviction date to December 30, 2020, Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Streeter made a motion to reconvene public session at 9:18pm, Mr. Rescsanski seconded the motion and on a roll call motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Kelly N Wright

Albert. St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on December 2, 2020)