

**Charlestown Board of Selectmen
Meeting Minutes
December 9, 2020 @ 4:00pm Zoom meeting**

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

Staff Present: Jessica Dennis- Administrator (via zoom)
Kelly Wright- Administrative Assistant (community room)
Justin Shaw- Water/Wastewater Department Head (via zoom)
Patricia Chaffee- Water/Wastewater Administrator (via zoom)

Public: Alissa Bascom, Jeremy Wood

Chairman St. Pierre called the meeting to order at 4:05 pm. Mr. Wade 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.

2021 Budget Modifications:

1. Wages increases for employees- there was a discussion about wages increases and what percentage should be given if any due to the increase with Health Insurance and NH Retirement. After discussion, the board decided on a 1 % increase and the department heads will decide what percentage will be given to each employee. Mr. Streeter made a motion to add a 1% increase for wages into the 2021 budget; Mr. Lessels 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). (4-1)
2. Health Insurance- there was discussion about the percentage splits between what the Town and employee covers. Right now it is an 85/15 split. The board would like to review the percentage in 2021.
3. Recreational Director- the discussion between a full time and part time director has not been decided yet. More discussion about this position will be done on Monday December 14, 2020 at the next Finance committee meeting.
4. Maintenance Position- there was discussion about the **\$46,000** and a decision. Mr. Wade made a motion to remove the maintenance position from the 2021 budget; 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).
5. Legal Expense- discussion was had regarding the increase to the legal line. Ms. Chaffee will have some changes to her legal line and will give those changes to Ms. Dennis. Mr. Lessels made a motion to reduce the legal line from **\$60,000 to \$40,000** for the 2021 budget; Mr. Wade 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).
6. Chip Sealing- the Selectboard discussed encumbering the money for 2020 and removing the \$75, 000 from the 2021 budget. Mr. Wade made a motion to remove the chip sealing of \$75,000 because the department is encumbering \$75,000 from this year; Mr. Lessels seconded the motion and on a roll call; motion failed. Mr. St. Pierre (no), Mr. Lessels (no), Mr. Wade (no), Mr. Streeter (yes), Mr. Rescsanski (yes). (3-2)

7. Ambulance Department- the following was discussed. Golden Cross would go under the intercept line for **\$75,720, \$960.00** into Computer Support/Telephone/Fax, **\$500.00** for miscellaneous, **\$3,000** for dispatching services.
8. IT Services for Charland Technology has been recalculated and updated in the budget since Ms. Dennis has updated costs from them.
9. Health Officer- there was discussion about increasing this line. Mr. Lessels made a motion to increase the Health Officer Position to be **\$1,500.00**, 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).
10. Health Agencies- there was a discussion about the Town's pledge to each but no change was made.
11. Selectmen's Office- Ms. Dennis stated she would concede to a part-time person and a part-time minute taker. Mr. Lessels made a motion to remove the full-time position and make it a part-time position and add a part-time minute taker, 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).
12. Lease payments – Mr. St. Pierre asked where the lease payments are in the budget. Ms. Dennis answered under capital outlay.

Open Positions-

The Selectboard discussed having both Mr. Keith Weed and Chief Connors attend the finance committee meeting to discuss their open positions.

School Appropriation-

Mr. Wade asked if the Selectboard should seek legal advice about the \$450,000 that Fall Mountain has re-appropriated under the budget line Fall Mountain Academy after the budget had already been voted on. These funds are appropriated for remote learning and teaching.

There have been new positions added to the school budget. One is a full-time social worker for Charlestown, which will be entirely billed to Charlestown. The method how the school district is dividing these funds between Towns isn't evenly distributed either. Further discussion will follow later in the workshop.

Ms. Dennis asked if the Selectboard would agree to \$25.00 gift cards from Ralph's for each employee; up to \$3,000. Mr. Streeter made a motion to approve \$25.00 gift cards to Ralph's, 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).

2021 Revenue-

Ms. Dennis briefly spoke about the upcoming year and what revenue the Town wouldn't be receiving next year. There will not be any municipal aid, fewer ambulance payments and no grants for cares act.

Transfer Station fees- there was a discussion about increasing the fees but not final decision was made. The board would like to revisit this next year.

Chairman St. Pierre called for a recess at 6:00pm for the Water Commissioners meeting.

The Board of Selectmen reconvened their workshop at 7:10pm.

Fall Mountain Academy Appropriation:

The Selectboard continued this discussion by further adding that Charlestown would be paying for 44%. There are two methods for how this could be appropriated. Method six has Charlestown paying for 44% but Method two evens out this appropriation throughout the district. The concern is will the school district be willing to use Method two. Ms. Alissa Bascom reported she has spoken to Mr. Jim Fenn and questioned why the school would use Method six when this is used for high school administration and the Fall Mountain Academy is for elementary children. Mr. Streeter would like Ms. Dennis to invite the school representation to come to the next Selectboard meeting on December 16, 2020.

Mr. Wade made a motion to seek legal advice about the \$450,000 re-appropriation and if the board can request the school district to move Method six to Method two, Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (no), Mr. Rescsanski(no). (3-2)

Mr. Streeter made a motion to put a cap of \$750.00 on legal fees; Mr. Rescsanski seconded the motion and on a roll call; motion failed. Mr. St. Pierre (no), Mr. Lessels (no), Mr. Wade (no), Mr. Streeter (yes), Mr. Rescsanski (yes). (3-2).

Mr. Wade made a motion to enter non public 7:38pm 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, Mr. Rescsanski (yes).

The Selectboard reconvened public session at 7:40 pm.

Mr. Lessels made a motion to enter non public 7:41pm RSA 91-A:3 II (b- Reputation), Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter, Mr. Rescsanski (yes).

The Selectboard reconvened public session at 8:08 pm.

Mr. Streeter made a motion to adjourn at 8:10pm; Mr. Lessels seconded the motion and on a roll call; motion passed. . Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter, 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 16, 2020)

**Charlestown Board of Selectmen
Non-Public Meeting Minutes #1
RSA 91-A:3 II (b-Hiring)
December 9, 2020 @ 6:00pm Zoom Meeting**

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

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

Ms. Chaffee reported she has a new hire she would like board approval for. Starting pay will be \$18.00.

Mr. Lessels made a motion to accept Ms. Chaffee's new hire recommendation; 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. Rescsanski made a motion to reconvene public session at 7:40pm, 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

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Charlestown Board of Selectmen
Non-Public Meeting Minutes #2
RSA 91-A: 3 II (b-Reputation)
December 9, 2020 @ 6:00pm Zoom Meeting

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

Staff Present: Jessica Dennis- Administrator (via zoom)
Kelly Wright- Administrative Assistant (community room)

The Board of Selectmen discussed “false allegations”

Mr. Lessels made a motion to seek legal counsel to draft a letter that the board has addressed concerns, 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 reconvene public session at 8:08pm, 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

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