

**Charlestown Board of Selectmen
Workshop Meeting Minutes
December 23, 2020 @ 8:00am Zoom meeting**

Selectboard present and location: Chairman Albert St. Pierre (community room), John Streeter (home office), 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- Tax Collector/Town Clerk (via Zoom)
Justin Shaw- Water/Wastewater Department (via Zoom)

Public: Nancy Houghton, Dave Fentermacher, VHB

Chairman St. Pierre called the meeting to order at 8:00 am. 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.

LaFrance Fire Truck Bid Opening: Three received

1. Adirondack Emergency Group- \$3,000.00
2. St. Pierre- \$3,501.00
3. Mulholland-

The bid was missing from Mullholland. The board and Ms. Dennis will go through the paperwork and make sure it didn't accidentally get attached to something else. The bid was not awarded.

Deliberative Session Location:

Ms. Chaffee reported to the Selectboard New Hampshire Municipal Association has recently emailed the Town Clerks about a proposed alternative to traditional Town meeting. Ms. Chaffee stated she and Ms. Nancy Houghton have discussed this and they're not in favor of this "drive thru voting." There are too many concerns she has for voters and her office. There will be additional cost to mail out 3,400 letters to registered voters. There can not be any amendments from the floor and on the Town warrant the first question for voters will be if they accept the alternative meeting. If voters vote this article down then the default budget will be in place unless the Selectboard holds a special meeting.

Ms. Dennis reported she has secured the use of the school gym for the deliberative session. If more people than usual attend the bleachers can be used.

Mr. Wade made a motion to move forward with the new location for the deliberative session; 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).

Ms. Chaffee and Ms. Nancy Houghton will work together to comply with the Governor's executive order. Ms. Dennis will reach out to NHMA and ask for clarification if someone shows up to attend and presents with a fever.

2021 Water Budget

Ms. Chaffee and Mr. Shaw discussed if the water bond doesn't pass then plan B must be in place. They proposed putting \$325,000 into the capital outlay line. Mr. Shaw is working on getting quotes for a filter system that is larger than what the Town has now but only as an alternative.

Mr. Dave Fentermacher from VHB discussed how the Town needs to proceed with possible easements. He recommends waiting until the final sewer/water line layout plans are complete. They hope to stay within the Town or DOT right of ways.

Chairman St. Pierre stated if the Selectboard needs to work with property owners regarding easements they will need to know this prior to the deliberative session on January 30, 2021.

The Bond Hearing for this project is scheduled for January, 13, 2021. Ms. Chafee will send Mr. Fentermacher the link so he can be available for the hearing.

There was discussion about separating the Selectboard and Water Commissioners and making the Water Commissioners appointed. No decision was made and the Selectboard agreed to revisit this in 2022.

Fire Truck Storage

The Selectboard discussed storing the fire truck at St. Pierre's garage for the winter months. Mr. Streeter made a motion to move the fire truck to St. Pierre's garage until the bid is awarded; Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (abstained), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), and Mr. Rescsanski (yes).

2021 Budget

Police Department budget was discussed and several decisions were made. A new officer will be hired in the third quarter. Mr. Wade made a motion to remove the **\$36,500** from the 2021 capital outlay for a police cruiser for the 2022 budget year; Mr. Rescsanski seconded the motion and on a roll call; motion passed. Mr. St. Pierre (no), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (no), Mr. Rescsanski (yes). (4-1)

TAN interest was discussed and increased. Mr. Wade made a motion to increase the TAN interest line to **\$10,000** for 2021; 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).

Town Hall and Bank Building electricity was discussed and agreed to increase. Mr. Wade made a motion to increase the General Government Building Town Hall electrical to **\$3,750**; 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. Wade made a motion to increase the General Government Buildings Bank Building electricity to **\$4,500**; 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).

Transfer Station recycling was discussed and increased. Mr. Rescsanski made a motion to increase the transfer station recycling line to **\$16,000**; 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).

Fire Station roof was discussed and for the minor leaks it was recommended not to replace the roof but address the leaks. The Selectboard will discuss this with the finance committee.

Highway Engineering and Mapping was discussed and reduced. Mr. Rescsanski made a motion to reduce the Highway map line to **zero**; 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).

There was discussion about adding an engineering budget line for 2021. Mr. Wade made a motion to add a line to General Buildings for engineering for **\$10,000**; Mr. Lessels second 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).

There was discussion about the 2021 Full-Time Recreational Director position. The Selectboard is divided about adding this position or holding off because the timing isn't ideal and they would like to see a comprehensive plan for the position. Mr. Streeter asked if this could be tabled until the board can review the default budget. Mr. Rescsanski made a motion to remove the Full-Time Recreational Director 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 (no), Mr. Streeter (no), Mr. Rescsanski (yes). (3-2).

Mr. Wade made a motion to put a special warrant article to hire a Full-Time recreational director for 2021; Mr. Rescsanski 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 (yes). (4-1).

Southwestern Community budget line was discussed and decreased by **\$500.00**.

The Recreational Department would like permission to open up Patch Park for sledding and other winter events. After discussion it was decided the highway department would take care of snow removal. Mr. Streeter made a motion to allow the recreational committee to open up Patch Park for winter events; Mr. Wade seconded the motion and on roll call; motion passed. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

The Town Clerk's office will be closed on Christmas Eve, Ms. Dennis also requested if the Selectboard's office could close at noon on Christmas Eve and New Year's Eve. Mr. Lessels made a motion to close the Selectmen's office at noon on Christmas Eve and New Year's Eve, 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. Wade voiced his concern about an email all the board members received pertaining to the after meeting discussions of several finance committee members. Other public members were listening and Mr. Streeter apologized stating he didn't realize the meeting had been adjourned.

Mr. Wade made a motion to enter into non public at 10:14am RSA 91-A: 3 II (c-Reputations), 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 Selectboard reconvened public session at 10:24am.

Mr. Wade made a motion to go into non public at 10:26am, RSA 91-A: 3 II (c-Reputations), 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 Selectboard reconvened public session at 10:47 am.

Ms. Dennis will reach out the NHMA about a recording policy and report back.

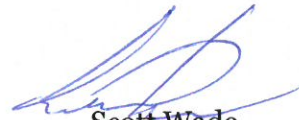
Mr. Wade made a motion to adjourn at 11:00 am, Mr. Rescsanski seconded the motion and on a roll call meeting adjourned. Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

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 January 6, 2021)

Charlestown Board of Selectmen
Nonpublic Meeting Minutes #1
RSA 91-A: 3 II (c-Reputations)
December 23, 2020 @ 8:00 am

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

Staff Present: Jessica Dennis- Administrator (via Zoom)
Kelly Wright- Administrative Assistant (via Zoom)
Nancy Houghton – Chairman Finance Committee (via Zoom)

The Selectboard discussed the “hot mic” incident which recorded three finance committee members after the meeting had adjourned. The meeting was still being recorded.

Ms. Dennis will reach out for legal advice and report back.

Ms. Houghton agreed to ensure she states the meeting is being recorded when she reads the Covid protocol at the opening of each meeting.

Mr. Lessels made a motion to reconvene public session at 10:24am; 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

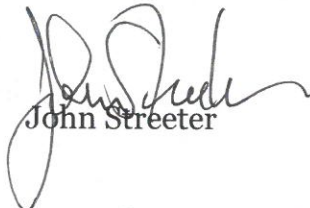


Albert St. Pierre

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 January 6, 2021)

Charlestown Board of Selectmen
Nonpublic Meeting Minutes
RSA 91-A: 3 II (c-Reputation) #2
December 23, 2020 @ 8:00 am

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

Staff Present: Jessica Dennis- Administrator (via Zoom)
Kelly Wright- Administrative Assistant (via Zoom)
Nancy Houghton – Chairman Finance Committee (via Zoom)

Ms. Dennis asked the Selectboard for permission to seek legal advice on a 91-A request for six months of recordings. The non-publics have not been deleted from the recordings, there needs clarification on how long these recording are saved; the board agreed.

Ms. Dennis reported she is concerned with the disrespectful conversation on the chat option of Zoom. Comments are being made about Town Personnel and should the chat be turned off. The Selectboard would like to create a recording policy and asked Ms. Dennis to reach out to NHMA.

Mr. Rescsanski made a motion to reconvene public session at 10:47am; 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

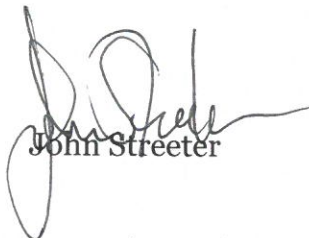


Albert St. Pierre

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 January 6, 2021)