

**Charlestown Board of Selectmen
Meeting Minutes
February 3, 2021 @ 4:30 pm
Community Room and Zoom**

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

Staff Present: Jessica Denis- Administrative Assistant (via Zoom)
Patricia Chaffee- Tax Collector/Town Clerk (via Zoom)
Patrick Connors- Ambulance & Police Department (via Zoom)
Charles Baraly- Fire Department
Justin Shaw- Water/Waste Water Department

Public Present: two attended in person and two attended via zoom

Chairman St. Pierre called the meeting to order at 4:30 pm. The pledge of allegiance was recited. Mr. Wade recited the protocol for holding public zoom meetings due to the Covid- 19 executive order per the Governor Christopher Sununu. All meetings will be recorded and any motions will be on a roll call for the recording secretary.

Public Comment:

There were no public comments.

Selectboard Agenda:

Mr. Wade reported on the response to the Fire/EMS Committee. Mr. Wade made a motion to appoint the following: Nancy Houghton, Jerry Maslan, Dick Westney, Mandy Wright, Jason McMahon, Joey Carter, Roger Rumrill and Aaron Putnam. Mr. Rescsanski seconded the motion and on roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes). It was agreed that Mr. Wade would serve as ex-officio to this committee. Mr. Wade will get a meeting set up with the goal of getting the priorities in order.

There was a brief discussion on Mr. Putnam's role as the administrative assistant for EMS at this time and for him to draft a letter to past ambulance personnel regarding the return of equipment and if still interested in volunteering; mailing of this letter will wait until the new committee has an opportunity to discuss. New applicants for either service should apply to the Fire Department as well.

Department Reports:

Water Wastewater Department:

Mr. Justin Shaw noted that they had finished the meter readings and would now be working with the tech support person at Ti-sales to get Ms. Chaffee the data she needs to complete the billing process. Mr. Shaw noted that the Emergency Response Plan has been submitted to the State as well as waivers for State testing. As the Board is aware the department is short handed, but the Fire Department personnel came out to assist in clearing the hydrants after the last storm. Mr. Shaw requested a non-public to discuss hiring.

Town Clerk/ Tax Collector:

Ms. Patricia Chaffee reported water meters are being read and she plans on getting the water bills out by the end of next week. The new office hours started this week and do not seem to be causing any issues at this time.

Fire Department:

Chief Baraly reported that they responded to a chimney fire on Huntley Avenue, no one was hurt and they were able to save the owners dog. The Fire Department also responded to a car fire on Blair Hill.

Mr. St. Pierre referred to a letter for the Board to sign off on the final inspection of the new fire truck for the lease company. There was a brief discussion about the inspection, it seems that not everything has been completed or installed as ordered. Mr. Rescsanski asked if there should be a meeting set up with the Board, Fire Department and the Sales Representative to review and inspect the truck. After discussion, it was decided that Mr. Rescsanski would meet with the Fire Department on their concerns.

Mr. Baraly requested a non-public.

Police Department:

No report

Transfer Station:

No report

Highway:

No report

Administrator's Report:

Ms. Dennis reported on the status of the tax deeded properties. All attempts to contact heirs or family is being done, including an advertisement in the Eagle Times and Vermont Journal. This means the auction will need to be pushed back. It is now scheduled for Saturday, May 1, 2021. Ms. Dennis is also dealing with a former owner that will not leave the property, this may require legal to get involved.

There were two proposals for the asbestos removal of the roof at 3 Connecticut River Mobile Home Park: All-Ways Wrecking and Catamount Environmental. Mr. Wade made a motion to accept the proposal from Catamount Environmental. Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. Lessels (yes).

Once the removal of the asbestos is complete the Highway Department will assist with the removal of the mobile home.

Ms. Dennis and Mrs. Wright will be meeting with MRI, Inc and Department of Revenue Administration (DRA) on February 10, 2021 to review the upcoming 2021 revaluation. Ms. Dennis referred to two proposals for the revaluation of the utilities; George Sansoucy, the Town's current utility assessor and the second is from Brian Fogg. Mr. Fogg previously worked for George Sansoucy and has been working on the Town's tax appeal with Great River Hydro. Ms. Dennis recommended Mr. Fogg. The contract still needs to be reviewed by DRA before any final decision can be made.

Ms. Dennis noted that there was a proposal in the folder for review for a new Town Forester. Mr. Peter Rhoades, is retiring and the Town needs to replace him. The proposal is from HPP, Inc. which is owned by a previous State Forest Ranger that is familiar with our area and has worked with the Town in the past. HHP, Inc is the only firm who has expressed interest; there are not many who do this type of work.

The 2020 audit is set for the week of March 29 – April 2, it is not clear if they will physically be in the office or take everything as they did last year and do it at their location.

Ms. Dennis noted a late purchase order to Matt Beam to repair the water leak at the Municipal/Library building, if the Board would please sign.

Minutes:

Mr. Lessels made a motion to accept the following meeting minutes,

January 20, 2021 - Regular Meeting

January 20, 2021 - Non Public #1 Hiring

January 20, 2021 - Non Public #2 Reputations

January 20, 2021 - Non-Public #3 Reputations

January 20, 2021 - Non Public #4 Reputations

January 20, 2021 - Non Public #5 Reputations

January 27, 2021 - Workshop

January 27, 2021 - Non Public #1 Reputations

January 27, 2021 - Non Public #2 Reputations

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

Consent Agenda:

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

Old Business: None

New Business:

The Board thanked Matthew Foss and Michael Laska for their service with the Police Department and to Jeremy Wood for the work on the cabinet for the visual/audio equipment in the community room.

Mr. Lessels made a motion to enter non-public at 5:35 pm RSA 91-A:3 II (c-Hiring), Mr. Wade seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes).

The Selectboard reconvened public session at 6:08pm.

Mr. Wade made a motion to enter non-public at 6:09 pm RSA 91-A:3 II (c-Reputation), Mr. Streeter seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes).

The Selectboard reconvened public session at 6:40 pm.

Mr. Wade made a motion to enter non-public at 6:41 pm RSA 91-A:3 II (e-Litigation), Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes).

The Selectboard reconvened public session at 6:58 pm.

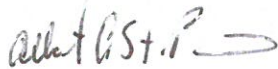
Mr. Wade made a motion to enter non-public at 6:59 pm RSA 91-A:3 II (c-Reputations), Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. Wade (yes), Mr. Lessels (yes), Mr. Streeter (yes), Mr. Rescsanski (yes), Mr. St. Pierre (yes).

The Selectboard reconvened public session at 7:10 pm.


Ms. Dennis updated the Board that the contract for the Borough Road bridge was received and the project should start to move forward.

Mr. Lessels made a motion to adjourn at 7:12 pm; Mr. Wade seconded the motion and on a roll call; motion passed. Mr. St. Pierre (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,
Patricia Chaffee, Recording Secretary



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 February 17, 2021)

Charlestown Board of Selectmen
Non-Public Meeting Minutes #1
RSA 91-A:3 II (b-Hiring)
February 3, 2021 @ 4:30pm
Zoom and Community Room 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)
Justin Shaw – Water/Wastewater Department
Patricia Chaffee – Recording Secretary (via Zoom)

There was a brief discussion about the hiring of a former employee for the Water/Wastewater Department. It was decided to not move forward at this time.

Mr. Lessels made a motion to reconvene public session at 6:08 pm, 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
Patricia Chaffee, Recording Secretary



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 (c-Reputations)
February 3, 2021 @ 4:30pm
Zoom and Community Room 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)
Charlie Baraly – Fire Department
Patricia Chaffee – Recording Secretary (via Zoom)

There was a discussion with Mr. Baraly regarding his resignation from the Chief's position at the Fire Department.

Mr. Baraly left the meeting at 6:31pm.

Mr. Lessels made a motion to reconvene public session at 6:40 pm, 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
Patricia Chaffee, Recording Secretary


Albert St. Pierre


Jeff Lessels


Scott Wade


John Streeter


William Rescsanski

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Charlestown Board of Selectmen
Non-Public Meeting Minutes #3
RSA 91-A:3 II (e-Litigation)
February 3, 2021 @ 4:30pm
Zoom and Community Room 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)
Patricia Chaffee – Recording Secretary (via Zoom)

There was a discussion regarding the pending litigation with a resident and what had been agreed previously. Other issues are to be dealt with through the Town attorney.

Mr. Streeter made a motion to reconvene public session at 6:58 pm, 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
Patricia Chaffee, Recording Secretary


Albert St. Pierre


Jeff Lessels


Scott Wade


John Streeter


William Rescsanski

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Charlestown Board of Selectmen
Non-Public Meeting Minutes #4
RSA 91-A:3 II (c-Reputations)
February 3, 2021 @ 4:30pm
Zoom and Community Room 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)
Patricia Chaffee – Recording Secretary (via Zoom)

Ms. Dennis updated the Board on the situation with one of the tax deeded properties; the former owners are not moving out of the property. Mr. Wade made a motion to authorize Ms. Dennis to start the process to remove the squatters from the property. Mr. Rescsanski 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).

Mr. Lessels made a motion to reconvene public session at 7:10 pm, 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
Patricia Chaffee, Recording Secretary



Albert St. Pierre



Jeff Lessels



Scott Wade



John Streeter



William Rescsanski

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