

**Charlestown Board of Selectmen
Meeting Minutes
March 17, 2021 @ 6:30 pm
Community Room and Zoom**

Selectboard present and location: Jeff Lessels, William Rescsanski, Scott Wade, Jeremy Wood, Shelly Blouin-Andrus: all present in the community room.

Staff Present: Jessica Dennis- Administrative Assistant (via zoom)
Patricia Chaffee- Tax Collector/Town Clerk (via zoom)
Patrick Connors- Police Department
Mark Laflam- Fire Department
Keith Weed – Highway Department

Public Present: ? attended in person and ten attended via zoom

Mr. Lessels called the meeting to order at 6:30 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.

Accepting Donation: Mrs. Amy Rumrill asked the Selectboard to accept a donation from the Charlestown Fire Association in the amount of \$750.00 toward the purchase of a multi-gas detector. Mr. Rescsanski made a motion to accept the donation. Mr. Wade seconded the motion and on roll call vote motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes). Mr. Rescsanski thanked the Association for their contribution.

Public Comment:

Mr. Lessels recognized Mr. Charles Baraly - Mr. Baraly voiced concern over a broken drain pipe that runs behind houses on Taylor Hill. The break has now caused a sink hole and damage to properties. Mr. Wade asked who was responsible for the drainage and Mr. Weed noted that the Town was, as they had worked on it in the past. Ms. Dennis noted that if the Board would like the Highway Department to work on this problem, permission to work on private property would be needed. Mr. Weed also noted that the Town would need to get easements from the property owners; the work would be along the tree line about 400-500 feet long. Mr. Rescsanski made a motion for Mr. Weed to move forward with the work needed to correct the drainage issue. Mr. Wade seconded the motion and on roll call vote: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Mr. St. Pierre addressed the Selectboard about the possibly moving forward with appointing Water Commission's since the water interconnect bond had passed. He noted that Mr. Robert Beaudry and himself would volunteer to be commissioner's and would oversee the project. Mr. Wood voiced that he thought commissioner were a good idea. He asked that the appointment give them the ability to negotiate with VHB and others to get the project under way. Mr. Wade it would be good to delegate it to others and possibly ask for letters of interest and qualifications from those interested in being a commissioner. Mr. Rescsanski commented that this topic might need more time and a workshop should be scheduled by the end of this meeting.

Ms. Dennis recognized Domenic Mangano, the new owner of Connecticut River Mobile Home Park. He has renamed the park, Tiny Village Park. He would like to work with the Selectboard to bring the park back to life in a more suitable condition. Mr. Lessels said it was refreshing to hear all this

from the new owner and the Board is looking forward to working with Mr. Mangano. Mr. Mangano asked when the Town planned to complete the removal of the home on lot 3. It was noted that the Fire Department has completed their training and the asbestos has been removed. Mr. Weed had gotten a quote for the removal of the rest of the building or the Highway Department could do the removal. There was further discussion about the home on lot 4 and how the Town and Mr. Mangano could work together to remove the building. Ms. Dennis noted that she would like to have a workshop with the Selectboard next week to discuss all the tax deeded property and possibly Mr. Mangano can attend to discuss this specific situation with the Board. It was decided that the workshop would be March 24, 2021 at 4:15 PM.

Organization of the Selectboard:

Mr. Lessels led the discussion about voting in a Chair and Vice Chair for this new Selectboard. He noted that he had high hopes for the New Year and would like all the members of the new Board to get along and work together. Mr. Lessels asked the new members if they had any thoughts. Mr. Wood agreed with Mr. Lessels about working together and finding middle ground. Mr. Wood understands that the two pressing things on the Board's agenda; the water interconnect and the broadband bond.

Mr. Lessels then welcomed Ms. Shelly Blouin-Andrus, the third female Selectboard member in the history of the Town. Ms. Blouin-Andrus noted that the Board needed to put their personal stuff aside and treat it as if it were their first time meeting. She also noted that the Board is a diverse group and should build on the strength of each member.

Mr. Wood made a motion for Mr. Wade to be Chair of the Board. Mr. Rescsanski seconded the motion and on roll call vote the motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes). Mr. Rescsanski made a motion that Mr. Lessels be Vice Chair. Ms. Blouin-Andrus seconded the motion and on a roll call vote motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Selectboard Agenda:

Department Head reviews will be scheduled at a workshop, March 31, 2021 at 4:15 PM. Department heads should bring in recommendations for employee raises that were budgeted in the 2021 budget.

Administrator's Reports:

Ms. Dennis reported that the concerns about the passing lane near Hemingway Farm will be reviewed by the State when they begin line painting this summer. The invitation to Cinde Warmington and Suzanne Prentiss to attend a meeting can now be extended. Mr. Rescsanski asked if they might be available to attend the April 7, 2021 meeting; Ms. Dennis will invite them. Ms. Dennis asked about rentals of Town buildings and space. Mr. Wood made a motion to open the Town Hall and Community Room for public use and continue to adhere to COVID 19 guidelines and have cleaning supplies available. Mr. Rescsanski seconded the motion and on a roll call vote the motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Ms. Dennis reported that she has started the application for the non-transport license for the Fire/EMS crew. She needs information that is not yet available, as it would be dependent on what the Fire/EMS Committee recommends to the Selectboard.

Ex-Officio Committee Reports: Mr. Wade noted that assignments to committees would be done while the Board reviews the reports.

Beautification Coalition:

Mr. Rescsanski – nothing to report. New ex-officio will be Mr. Lessels

Conservation Commission:

Mr. Lessels reported that he had attended the last meeting. Mr. Stevens, a teacher at Charlestown Middle School gave a presentation on Claybrook. New ex-officio will be Mr. Lessels

FM School Board:

Mr. Rescsanski reported that the last meeting dealt mostly with transitioning to full time schooling. He also noted that since the Town does not hold an actual seat/vote, was it necessary to assign a Board member to this. Ms. Blouin-Andrus noted that she attends most School Board meetings and would be able to report on them. Mr. Rescsanski made a motion to no longer have a Selectboard member assigned to this Board. Mr. Lessels seconded the motion and roll call vote the motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

FM School Site Base:

Meeting is scheduled for next week. New ex-officio will be Ms. Blouin-Andrus.

Recreation Committee:

Ms. Blouin-Andrus reported that the committee has started sign ups for spring baseball and softball. Park cleanup is scheduled for April. She also noted that there are already eight (8) spots scheduled for the screen this summer. Ms. Blouin-Andrus asked the Board, per a request from the committee if Swan Common could now be open. Ms. Blouin-Andrus made a motion to open Swan Common. Mr. Wood seconded the motion and on a roll call vote the motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes). New ex-officio will be Ms. Blouin-Andrus.

Finance Committee:

Mr. Wade noted that the budget has passed. Ms. Dennis asked who will be taking the lead now that the Bond articles have passed. It was noted that Mr. Phil Turner should be asked to take the lead on this project and Ms. Dennis can work with him as the contact in the office. Ms. Chaffee will be working with the Board on the water interconnect. New ex-officio will be Mr. Rescsanski.

Heritage Commission:

Ms. Dennis reported that part of the covering at the cannon had blown away, but Mr. Joey Carter found the pieces and has stored them until they can be put back in place correctly. New ex-officio will be Mr. Rescsanski.

Planning Board:

Mr. Wood reported that Ms. Patty Chaffee was named Chair of the Planning Board and Mr. Gabe Bailey was named Vice Chair. The gentlemen from the motorcycle club were present to answer any questions. Work on the master plan continues. New ex-officio will be Mr. Wood.

Town Hall Committee:

Ms. Dennis – nothing to report. Ms. Dennis will continue to be the representative to this committee.

Fire/EMS Committee:

Mr. Wade shared that the committee would like approval from the Board to send a letter informing all residents of the change in ambulance service from a local volunteer to a contracted service through Golden Cross. Ms. Nancy Houghton asked for clarification as it was previously discussed about the saving money and only posting on the website and in the Our Town Paper. Mr. Wade

noted that was correct; it would not be a direct mailed to each home. Mr. Lessels made a motion to post the letter informing the residents of the change. Ms. Blouin-Andrus seconded the motion and on a roll call vote the motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes). Mr. Wade also noted that inventory of all equipment and supplies was being worked on and the committee recommends selling both ambulances. Internet and phone should be cancelled as well. Ms. Blouin-Andrus made a motion to remove the copier and have the internet and phone disconnected. Mr. Lessels seconded the motion and on a roll call vote motion passed: Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Minutes:

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

March 3, 2021- Water Commissioners Meeting

March 3, 2021- Regular Meeting

March 3, 2021- Non-public #1 Reputations

March 3, 2021- Non-public #2 Reputations

Mr. Rescsanski seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (abstain), Ms. Blouin-Andrus (abstain).

Consent Agenda:

Mr. Rescsanski made a motion to accept the consent agenda as presented; Mr. Lessels seconded the motion and on a roll call; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (not in attendance at time of vote).

Old Business:

The Board reviewed the list on continued old business items. Chief Connors reported that he will reach out to Springfield Police Chief to finalize the mutual aid agreement. Ms. Dennis is working with the State on the passing lane in front of Hemingways and the Springfield/Old Springfield Road intersection.

New Business:

Mr. Wade noted that it was time to set up a meeting with Golden Cross Ambulance to finalize the contract for ambulance services. A meeting will be scheduled.

Mr. Weed informed the Board that Claremont Ford has the 1-ton truck coming in a few days, and he requested approval to move ahead with the purchase. This purchase was approved by the voters. Mr. Weed noted that the price quoted is less than the original presented a budget time. Mr. Lessels made a motion to have Mr. Weed move forward with the purchase. Mr. Wood seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Mr. Rescsanski made a motion to enter non-public at 8:29 PM RSA 91-A:3 II (c-Reputations), Ms. Blouin-Andrus seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

The Selectboard reconvened public session at 8:45pm.

The Board discussed the process for handling background checks. All background checks should go to the Police Chief. Ms. Dennis noted that the form signed by a potential employee or volunteer states whom the information can be released to. Mr. Rescsanski asked if there could be a form

added/created that would allow for an additional party to see the information, like a department head, if necessary.

Mr. Rescsanski recognized all the ambulance personnel for their years of service. Personnel still need to return equipment. Mr. Wood made a motion to send a letter to all the pervious ambulance personnel and ask that all equipment be returned within thirty (30) days of the date of the letter. The letter is to be sent regular and certified return receipt. Mr. Lessels seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Mr. Rescsanski made a motion to enter non-public at 9:00 pm RSA 91-A:3 II (a-Compensation), Mr. Wood seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

The Selectboard reconvened public session at 9:08pm.

Mr. Wood made a motion to enter non-public at 9:09 pm RSA 91-A:3 II (d-Aquisitions), Mr. Rescsanski seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

The Selectboard reconvened public session at 9:22pm.

Mr. Wood asked that the Fire Chief job description includ emergency management. Ms. Dennis will add in Deputy Emergency Management and forward the description to the Board for review to discuss at the next meeting.

Ms. Dennis and Ms. Chaffee will set up a meeting to review office personnel and discuss with the Board at a future meeting.

It was decided that the Water/Wastewater Commissioners will hold a meeting at 4:15 PM, April 7, 2021, prior to the Regular Selectboard Meeting. Personnel and the interconnect project will be discussed.

Mr. Wood made a motion to adjourn at 9:34 pm; Ms. Blouin-Andrus seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Respectfully Submitted,
Patricia Chaffee, Recording Secretary

Scott Wade

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on April 7, 2021)

**Charlestown Board of Selectmen
Non-Public Meeting Minutes #1
RSA 91-A:3 II (c-Reputations)
March 17, 2021 @ 6:30 PM
Zoom and Community Room Meeting**

Selectboard present and location: Chairman Scott Wade (community room), Jeff Lessels (community room), William Rescsanski (community room), Shelly Blouin-Andrus (community room), Jeremy Wood (community room).

Staff Present: Jessica Dennis- Administrator (via zoom)
Mark Laflam – Fire Department
Chief Partick Connors – Police Department
Jason McMahon – Fire Department
Katherine Deveney – Fire Department
Patricia Chaffee – Recording Secretary

There was a brief discussion about a situation with an employee. After a review of all the information, it was a consensus of the Board that no action was needed.

Mr. Rescsanski made a motion to reconvene public session at 8:45 pm, Mr. Lessels seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Respectfully Submitted
Patricia Chaffee, Recording Secretary

Scott Wade

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on April 7, 2021)

Charlestown Board of Selectmen
Non-Public Meeting Minutes #2
RSA 91-A:3 II (a-Compensation)
March 17, 2021 @ 6:30pm
Zoom and Community Room Meeting

Selectboard present and location: Chairman Scott Wade (community room), Jeff Lessels (community room), William Rescsanski (community room), Shelly Blouin-Andrus (community room), Jeremy Wood (community room).

Staff Present: Jessica Dennis- Administrator (via zoom)
Patricia Chaffee – Town Clerk/Tax Collector, Recording Secretary

Ms. Chaffee presented her pay agreement for the Town Clerk/Tax Collector position and for the water/wastewater administrative work for the 2021 budget year. Mr. Lessels made a motion to accept the pay agreement for water/wastewater administrative work. Mr. Rescsanski seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes). It was noted that the clerk/collector pay is based on the budget so no motion is needed.

Mr. Rescsanski made a motion to reconvene public session at 9:08 pm, Mr. Wood seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Respectfully Submitted
Patricia Chaffee, Recording Secretary

Scott Wade

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on April 7, 2021)

Charlestown Board of Selectmen
Non-Public Meeting Minutes #3
RSA 91-A:3 II (d-Acquisitions)
March 17, 2021 @ 6:30pm
Zoom and Community Room Meeting

Selectboard present and location: Chairman Scott Wade (community room), Jeff Lessels (community room), William Rescsanski (community room), Shelly Blouin-Andrus (community room), Jeremy Wood (community room).

Staff Present: Jessica Dennis- Administrator (via Zoom)
Patricia Chaffee –Recording Secretary (via Zoom)

Ms. Dennis reviewed three properties that were taken by Tax Collector Deed and what the new park owners have offered and the Town Attorney's recommendations. It was agreed to follow the Attorney's advice at this time and discuss further when they meet with the Park owners.

Mr. Wood made a motion to reconvene public session at 9:22 pm, Mr. Rescsanski seconded the motion and on a roll call vote; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Rescsanski (yes), Mr. Wood (yes), Ms. Blouin-Andrus (yes).

Respectfully Submitted,
Patricia Chaffee, Recording Secretary

Scott Wade

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

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