

**Charlestown Board of Selectmen
Meeting Minutes
June 16, 2021 @ 5:00 pm
Community Room and Zoom**

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

Staff Present: Jessica Dennis – Administrative Assistant
Patricia Chaffee- Tax Collector/Town Clerk (via zoom)
Keith Weed – Highway Department
Roger Rumrill – Interim Fire Chief
Joey Carter – Fire Department

Public Present: Four (4) attended in person and ? attended via zoom

Mr. Lessels called the meeting to order at 5:00 pm. All meetings are recorded.

The Board met with Interim Chief Rumrill to go over the non-transport license for the Fire Department. Mr. Rescsanski and Mr. Wood will set up a time to meet with Mr. Giordano to finalize the items left in ambulance building that belong to the Ambulance Association. There was a discussion around how to handle the remaining supplies that are not needed by other departments and how to dispose of medical supplies. Mr. Rumrill will look into how to dispose of non-narcotics that are out of date.

Mr. Rumrill asked about the proceeds being used for Fire/EMS equipment? Ms. Dennis noted that a warrant article could be done next year to put the proceeds into a Capital Reserve for Fire/EMS equipment. The Board would need to decide on the purpose/use for the funds as the first step.

Ms. Dennis noted that the bids for the ambulances included all the items. It has come to light that maybe not all should have gone in the sale. Mr. Carter noted that it was thought there might be, but was confirmed, that there was nothing on the ambulances that the Fire Department wanted.

Mr. Wood opened the conversation about the structure. Mr. Wood noted that he was not in favor of having a Captains position for both the fire and ems divisions. Mr. Carter noted that if there are two (2) when there are medical calls, EMS personnel would respond and fire personnel would not need to. Ms. Blouin-Andrus noted that the status quo is not what the Town's people want, the residents want some type of first responder from the local level. It was also noted that the new department/structure can start one way and change if needed. Discussion continued regarding the budget and pay levels. Mr. Rumrill noted that the hiring process would need to happen to create the EMS personnel. Ms. Blouin-Andrus noted that an annual review of the department needs to be done. Mr. Rescsanski made a motion to form the Charlestown Fire & Rescue and begin to hire EMS personnel at the current pay scale effective immediately. Motion was seconded by Ms. Blouin-Andrus and the motion passed.

Mr. Lessels announced a ten (10) minute break at 6:20

The Selectboard reconvened public session at 6:30 pm. The pledge of allegiance was recited.

Public Hearing Notice: Mr. Lessels read the warrant for the special meeting June 24, 2021 at 5:30pm for the 1st session, and the 2nd session will start at 6:00pm. This meeting is to correct the procedural defect on the broadband bond article. Mr. Lessels read the warrant:

Article 01 Broadband Internet

To see if the Town will vote, pursuant to RSA 31:5-b and RSA 40:16, to legalize and ratify the action taken by the Town at its meeting of March 9, 2021 where the Town passed Article 4 of the warrant for the Town's 2021 annual meeting and appropriated the sum of up to \$2,100,000 to be used to finance Broadband Internet, such sums which were to come from the issuance of bonds and notes pursuant to the provisions of the Municipal Finance Act, RSA 33, as amended (the "Bond Issue"); the vote on the Bond Issue being procedurally defective due to the fact that the Town did not provide 2 months for a response to a request for information in violation of the provisions of RSA 33:3-g,III; provided, however, that should this article not pass, such vote will not rescind the original bond authorization.

Recommended by the Board of Selectmen (Three-fifths (3/5) ballot vote required)

Mr. Lessels asked for any questions or comments. No comments were made.

Mr. Rescsanski made a motion to close the public hearing. Ms. Blouin-Andrus seconded the motion and the motion passed.

Opening of Bids: 2005 Ambulance Three (3) bids were received.
\$1736.00 James Weed
\$6543.21 Asian Auto Service
\$1050.00 Greg Belisle

2013 Ambulance Four (4) bids were received.
\$1736.00 James Weed
\$6250.00 Deluzio Ambulance Service
\$9543.21 Asian Auto Service
\$1050.00 Greg Belisle

There was a discussion regarding the value of the ambulances and if the bids seemed high enough since they include the supplies. Mr. Rescsanski asked about selling the supplies separately. Ms. Dennis was asked to reach out to Asian Auto to see if they would be willing to purchase if the radios and stretchers were removed. Mr. Steven Neill noted that if the Town were to put them out to bid again without the contents, a great deal of money would be spent to advertise again. Ms. Dennis noted that it was \$440.00 per vehicle. Ms. Blouin-Andrus agreed and noted that Ms. Dennis should just check with Asian Auto Service. It was decided to table the discussion until contact is made with Asian Auto Service.

30 Yard Containers Three (3) bids were received.
\$250.00 each Dexter's Towing
\$1225.50 each Morways Auto Salvage
\$500.00 each Greg Belisle

Mr. Wood made a motion to accept the bid of \$1225.50 from Morways Auto Salvage. Motion was seconded by Ms. Blouin-Andrus and the motion passed.

2007 Truck Five (5) bids were received.
\$500.00 Greg Belisle
\$1234.56 Asian Auto Service
\$2768.00 James Weed

\$2352.00

Tim Barton

\$3300.00

Ashley Wheeler

Mr. Rescsanski made a motion to accept the \$3300.00 bid from Ashley Wheeler. Motion was seconded by Mr. Lessels and the motion passed.

Public Comment:

Mr. Charles Baraly asked for an update on the Taylor Hill project. It was noted that the title work is completed and easement need to be finalized. The survey work will be done first to complete the easements. Residents will be notified as soon as easements are under way.

Mr. Steven Neill asked about the tax deeded property and the auction, did everything sell? Ms. Dennis noted that all were sold and there was still one left to close, 150 Wetherby Road, which she will discuss with the Board later. Mr. Lessels commented that the auction was successful.

Selectboard Agenda:

Mr. Rescsanski asked the status of the SBA tower agreement. Ms. Dennis noted that the updated agreement has been sent to SBA and is waiting on them to finalize.

Ms. Blouin-Andrus asked about the Town's website and working to get Ms. Liz Emerson trained so there is a couple of people able to update the site. Ms. Dennis noted there had been a previous conversation about Ms. Emerson being trained. Ms. Chaffee will work with Ms. Emerson. Mr. Lessels commented that this should happen within a couple months.

Mr. Rescsanski asked about the status of 151 Morways Park. Ms. Dennis noted it is still in the ejection process.

Mr. Rescsanski asked for an update on the revaluation. Ms. Dennis noted that the assessors have been out and that the goal is to have preliminary values to the Board by the second meeting in July.

Mr. Rescsanski asked Mr. Weed about the mower and had he checked into the price to purchase one. Mr. Weed reported there was still one for sale, with a price of \$24,000. It was noted that the Highway Department budget line has \$9,000 and there is the possibility of water and sewer contributing to the purchase as it would be used at their facilities as well, and then the reset could come from the additional remaining from the Borough project. Mr. Rescsanski made a motion to authorize Mr. Weed to purchase the 1991 tractor with boom for \$24,000. Mr. Wood seconded the motion and the motion passed.

There was discussion regarding moving the date that employees have their annual review. Currently they done all at the same time in the late fall. Mr. Rescsanski made a motion to have employee annual reviews done on the hire date, effective January 1, 2022. Mr. Wood seconded the motion and the motion passed.

Administrator's Reports:

Ms. Dennis reported on the research she had done regarding Patch Park. She did not find anything in the deeds or other documents restricting the hours that the Park is open to the public. Chief Connors had previously asked the Board to consider a time change, with closing being at dusk. Mr. Rescsanski made a motion to have Patch Park and Swan Common be closed at sunset with the exception of events brought before the Board. Ms. Blouin-Andrus seconded the motion and the motion passed.

Ms. Dennis also noted quotes for the Municipal Building air conditioner replacements. One was for \$28,652.00 and other for \$22,700.00. There is money in capital outlay for cover \$20,000, however it is not clear how to cover the additional costs. Ms. Blouin-Andrus asked if CARES Act money could help cover some of the costs as it pertains to air quality. Ms. Dennis will check in to this and add to the agenda for follow up at the next meeting.

Cinde Warmington will be here on Friday, July 9, 2021 at 12:30pm for the walk about. How would the Board like to handle getting the information about the visit to local business owners? Ms. Dennis will draft a letter to be hand delivered to businesses to announce Ms. Warmington's visit. Ms. Suzanne Prentiss will be attending the July 7, 2021 regular Selectboard meeting. Ms. Blouin-Andrus noted that Ms. Prentiss is the one to pressure at the State level.

Ex-Officio Committee Reports:

Beautification Coalition:

Mr. Lessels – The Beautification Coalition plans to attend a meeting in July to present their proposal for the east side of Main Street.

Conservation Commission:

Mr. Lessels – Mr. Lessels reported work continues on the Acworth Road property. The final draft of the Natural Resources that the Regional Planning Commission is assisting, should be available next week.

FM School Board:

Mr. Wood – Mr. Wood did not attend, Ms. Blouin-Andrus reported the Board is wrapping things up for the year and plan to work through the summer

FM School Site Base:

Ms. Blouin-Andrus – site base will resume in September

Finance Committee:

Mr. Rescsanski – Nothing to report

Heritage Commission:

Ms. Rescsanski – Nothing to report

Planning Board:

Mr. Wood – Mr. Wood reported that the Planning Board continues to work on the Master Plan. There are two (2) chapters to still be presented, Land Use and Regional Concerns. The Board would like to have a public forum in late summer.

Recreation Committee:

Ms. Blouin-Andrus – The first movie night at Patch Park is Saturday the 19th. Baseball and softball are wrapping up and the summer league is getting started. The pool is still in need of life guards.

Mr. Lessels made a motion to post the dates of the movie nights on the website. Motion was seconded by Mr. Rescsanski and motion passed.

Town Hall Committee:

Ms. Dennis reported that the tank has been removed. The handicap door needs to be repaired and parts have been ordered. The plan is in place for July 15 to move the safe.

Minutes:

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

May 26, 2021- Workshop

May 26, 2021- Non-public #1 Reputations

June 2, 2021 - Regular Meeting

June 2, 2021 - Non-public #1 Reputations

June 2, 2021– Non-public #2 Hiring

June 2, 2021– Non-public #3 Hiring

June 2, 2021– Non-public #4 Reputations

June 2, 2021– Non-public #5 Personnel

June 2, 2021– Non-public #6 Legal

June 4, 2021 – Emergency Meeting

June 9, 2021 – Workshop

June 9, 2021 – Non-public #1 Reputations

Ms. Blouin-Andrus seconded the motion; motion passed.

Consent Agenda:

Mr. Rescsanski made a motion to accept the consent agenda as presented; Ms. Blouin-Andrus seconded the motion; motion passed.

New Business:

Mr. Rescsanski mentioned that he had spoken with a representative from Sullivan County and noted that the County is going to be getting money to use within the county. Ms. Blouin-Andrus suggested that a letter be sent to the County to see there might be a way to access some of the funds, and that it should also be sent to Steven Smith and Terry Spilsbury.

Ms. Dennis reported that she had participated in a webinar regarding the ARPA funds. There is an application process for the funds, and criteria for use of the funds, which includes infrastructure. Ms. Blouin-Andrus will work with Ms. Dennis to determine what to apply for.

Mr. Lessels gave an update on the Water Interconnect, VHB is on schedule and should be getting final plans completed in July. Mr. Rescsanski noted that an assessment plan will need to be completed, as some of the grants that the Town is applying for require one. Possibly Ms. Emerson could do some research on grants available to help with getting a plan completed.

Mr. Lessels announced that Ms. Nancy Houghton will be the replacement for Mr. Wade on the Selectboard. Ms. Houghton will be sworn in later this month.

Mr. Wood made a motion to enter non-public at 8:25 pm RSA 91-A:3 II (b-Hiring), Mr. Rescsanski seconded the motion and motion passed.

The Selectboard reconvened public session at 8:34 pm.

Mr. Rescsanski made a motion to enter non-public at 8:34 pm RSA 91-A:3 II (c-Reputations), Mr. Wood seconded the motion and motion passed.

The Selectboard reconvened public session at 8:37 pm.

Mr. Wood made a motion to adjourn at 8:37 pm; Mr. Rescsanski seconded the motion and motion passed

Respectfully Submitted,
Patricia Chaffee, Recording Secretary

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 July 7, 2021)

Charlestown Selectboard
Non-Public Meeting Minutes #1
RSA 91-A:3 II (b- Hiring)
June 16, 2021 @ 5:00 pm
Zoom and Community Room

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

Staff Present: Jessica Dennis- Administrator
Patricia Chaffee – Recording Secretary

Mr. Wood discussed an application for the Water/Wastewater Superintendent position. It was noted that he has some certifications from another State. Mr. Wood recommended interviewing the candidate. The Board agreed and an interview will be scheduled.

Mr. Rescsanski made a motion to reconvene public session at 8:34 pm, Ms. Blouin-Andrus seconded the motion and motion passed.

Respectfully Submitted
Patricia Chaffee, Recording Secretary

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 July 7, 2021)

Charlestown Selectboard
Non-Public Meeting Minutes #2
RSA 91-A:3 II (c- Reputations)
June 16, 2021 @ 5:00 pm
Zoom and Community Room

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

Staff Present: Jessica Dennis- Administrator
Patricia Chaffee – Recording Secretary

Ms. Dennis reported to the Board that the winner bidder from the auction will not be able to close on the 150 Wetherby property. A request for an alternate form of payment was presented and the Board agreed to not accept that and to move on to the next highest bidder.

Ms. Blouin-Andrus made a motion to reconvene public session at 8:37 pm, Mr. Wood seconded the motion and motion passed.

Respectfully Submitted
Patricia Chaffee, Recording Secretary

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 July 7, 2021)