

Charlestown Board of Selectmen
Meeting minutes
Community Room and zoom
July 28, 2021 @ 5:00 pm

Selectboard present: Chair Jeff Lessels, Vice Chair William Rescsanski, Shelly Blouin-Andrus, Jeremy Wood and Nancy Houghton – all present in the Community Room

Staff Present: Jessica Dennis - Administrator

Mr. Wood called the meeting to order at 5:00 PM.

Mr. Lessels made a motion to accept the consent agenda, Ms. Houghton seconded the motion, the motion passed.

Mr. Thomas Cobb submitted a sign permit for Ms. Brendan Klema DC, owner of Charlestown Family Chiropractic, to place a sign in the Town's right of way on Main Street. Ms. Blouin-Andrus made a motion to accept the permit as submitted, pending approval from the Planning Board, Mr. Rescsanski seconded the motion, the motion passed.

Ms. Dennis spoke to the Board about the mobile home located at 35 Morways Park. After the Board's decision to have highway demolish the home, the gentlemen who wanted to purchase it came forward. Since then it has been determined that the home cannot be moved and he would like his money back. After discussions about the situation as a whole, the Selectboard agreed to refund the money and proceed with having it demolished by the Highway Department.

The Selectboard discussed how to improve communications and ensure items are followed up on or completed. The Selectboard would like added to the bottom of the Administrator's Report a list of items that were delegated to departments to be completed, and what the estimated completion date is. If the item requires further discussion by the Board they may wait to decide until all the information is made available to them or they have a chance to contemplate all the information that has been provided to them. Additionally, the Selectboard noted that they themselves need to ask more questions of department heads.

The Board then shifted their discussions to the Fire department and what their visions are for the fast squad. The main priority of the Board, based on what they are hearing from the public, is to have a Charlestown employee respond to the scene before the Golden Cross Ambulance arrives. The Selectboard discussed ensuring members of the Fire Department are offered appropriate training and Mr. Wood would like to find out about contracts to keep employees after they are trained. There is sometimes turn over within departments, a staff member will attend training and then transfer to another department. There was a brief discussion about grants for a Fast squad.

Mr. Wood asked about keeping a better inventory of Town property. He would like to start keeping "property books" for each department, so that the department head knows what Town equipment, supplies, etc. they are responsible for. Then as items are given to employees, the department head can keep track of what items employees have to ensure

everything is returned when the employee leaves employment; and better track the life and replacement needs of the equipment. Ms. Dennis commented that is not just items but also remembering to change door combinations and changing door locks when necessary if keys are not returned. Mr. Rescsanski offered to assist the Fire and Police Departments with this task. After further discussion it was decided that this process could start with the Cemetery Department as they move into their new location.

The Selectboard then discussed the meeting on Friday with the five surrounding Town's in the Fall Mountain Regional School District. The Selectboard would like to make this meeting a general conversation about how the Town's can better understand each other and perhaps work together on some projects. They are hoping each Town can share their challenges and there can be a discussion about how the Towns can combine resources? Maybe a shared recreational event? Perhaps each Town can discuss the status of their Broadband project and eventually the conversations with naturally gravitate to the School District.

There was a discussion about the pay scale project and Personnel Policy update. The Board needs to schedule another workshop to discuss both.

The Selectboard took a recess at 7:04 pm.

The Selectboard reconvened at 7:15 pm.

Ms. Blouin-Andrus made a motion to enter non-public at 7:15 pm RSA 91-A:3 II (c-Reputations), Ms. Houghton seconded the motion and motion passed.

The Selectboard reconvened public session at 7:42 pm.

Ms. Blouin Andrus made a motion to enter non-public at 7:43 pm RSA 91-A:3 II (c-Reputations), Mr. Rescsanski seconded the motion and motion passed.

The Selectboard reconvened public session at 8:12 pm.

Mr. Lessels made a motion to adjourn at 8:14 pm; Ms. Blouin-Andrus seconded the motion and motion passed.

Respectfully Submitted,
Jessica Dennis

Jeff Lessels

Nancy Houghton

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on August 4, 2021)

Charlestown Selectboard
Non-Public Meeting Minutes #1
RSA 91-A:3 II (c-Reputations)
July 28, 2021 @ 6:30 pm
Community Room & via Zoom

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

Staff Present: Jessica Dennis- Administrator

The Selectboard discussed the non-public that occurred on July 21st with a former employee of the Ambulance Department and how this employee may fit into the new Fire/Rescue Department. The individual has a lot of valuable experience and knowledge that would be helpful to establish the new rescue department. The Board would like to invite this individual to the workshop on August 11th.

Ms. Blouin-Andrus made a motion to reconvene public session at 7:42 pm, Mr. Rescsanski seconded the motion and motion passed.

Respectfully Submitted
Jessica Dennis, Recording Secretary

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

Nancy Houghton

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Charlestown Selectboard
Non-Public Meeting Minutes #2
RSA 91-A:3 II (c-Reputations)
July 28, 2021 @ 6:30 pm
Community Room & via Zoom

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

Staff Present: Jessica Dennis- Administrator

The Selectboard discussed the non-public that occurred with a former employee on July 20th. The Selectboard discussed how to move forward this particular situation. It was decided to wait for the individual to come back to the Selectboard before any further decisions are made.

Ms. Blouin-Andrus made a motion to reconvene public session at 8:12 pm, Mr. Lessels seconded the motion and motion passed.

Respectfully Submitted
Jessica Dennis, Recording Secretary

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

Nancy Houghton

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