

**Charlestown Water/Wastewater Commissioners  
Workshop Minutes  
August 25, 2021 @ 5:00 pm  
Community Room**

Commissioners present: Chairman Jeff Lessels, William Rescsanski, Shelly Blouin-Andrus, Jeremy Wood, Nany Houghton – all present in the Community Room.

Staff Present:            Jessica Dennis – Administrative Assistant to the Selectboard  
                                 Patricia Chaffee- Tax Collector/Town Clerk

Chairman Lessels opened the meeting at 5:00 pm.

Chairman Lessels turned the floor over to Dave Fenstermacher from VHB to review the water interconnect project. Mr. Fenstermacher noted that permits from the State are almost finished. At this time approximately 95% of the plan is complete. There is still more information that is needed regarding the pump station and the need for it in the new plan. Modeling is complete and final cost estimates are in the works. Mr. Wood asked when would the plans be complete. Once the final information is obtained from Mr. Damour it should be a week or two to finish. In the meantime, Mr. Fenstermacher will send the partial plans over to review. Next Wednesday there will be a meeting with USDA to go over the grant application.

Ms. Chaffee presented a request from a property owner to have the wastewater connection fee waived. They are currently connected but due to a property line issue and the need to repair their line, they would like the connection on their own property not over the abutters. Mr. Wood made a motion to waive the connection fee. Ms. Andrus seconded the motion and the motion passed, 3 yes, 1 nay, and 1 abstained.

Ms. Chaffee also presented a request for an abatement on wastewater due to a large leak. After review, Ms. Andrus made a motion to approve the abatement in the amount of \$3445.64 Ms. Houghton seconded the motion; motion passed. 4 yes, 1 abstained.

A recess was called at 6:05pm. Meeting reconvened at 6:15pm.

The Selectboard welcome Paul McKenney from Municipal Resources, Inc to review the revaluation of the Town properties. Preliminary numbers are ready and letters will be sent to all owners. There will be both in person and virtual meetings held with property owners that have questions or concerns about the value. With the preliminary figures the Town's value is up approximately \$70,000,000.

The Board welcomed Jason Ayotte from NH DOT to discuss the Route 12 road closure. It was noted that is about 500 feet of area with about 700 feet of payment failure and about 10-15 feet deep. The extent will not be known until they excavate the area. The State is working diligently to get this fixed as soon as possible. The current time line is to advertise for contractors around September 6, 2021 and possible have the shovel in the ground by mid September. The intent would be to have the road fixed in 10 – 12 weeks. Mr. Ayotte will send the plan to the Town so that the information can be posted on the website.

There was discussion about the School Transportation Director's decision to use South Hemlock Road as the primary bus route for the start of school. It was noted that that road and others in that area were not designed for this type of traffic. Mr. Weed also noted that there will now be additional costs incurred to keep the road in a condition for bus traffic. The School has not spoken to either Mr. Weed, Highway Superintendent or the Acting Fire Chief about concerns or possible issues with the route the school plans to use.

It was noted that there was a letter from the Fire/EMS department regarding expectations for the new department. Chairman Lessels asked that each Board member come up with their own vision to be reviewed at the September 22, 2021 and then again at the September 29, 2021 meeting. Ms. Andrus also asked about the personnel policy updates, and suggested that Diane Dezan attend the meeting and possibly get it finalized September 22, 2021.

Ms. Chaffee talked to the Board about the employee appreciation BBQ. It has been scheduled for September 16, 2021, 2pm at Patch Park. Flyers and information will be going out. Chairman Lessels will assist with the food.

Ms. Dennis reviewed the fuel and propane bids and the Board agreed to put them out to bid again and refuse the first round.

Mr. Wood made a motion to adjourn at 8:45 pm; Mr. Rescsanski seconded the motion and motion passed

Respectfully Submitted,  
Patricia Chaffee, Recording Secretary

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

Nancy Houghton

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on September 1, 2021)