

CHARLESTOWN SELECTBOARD MEETING

WEDNESDAY, FEBRUARY 28, 2024 at 4:00 P.M.

CHARLESTOWN COMMUNITY ROOM

Selectboard Present: Jeremy Wood (Chair), William Rescsanski, Nancy Houghton, Shelly Andrus, Trish Patrick

Staff Present: Ken Vandenburg, Water/Waste Supervisor
Patricia Chaffee, Tax Collector/Executive Assistant

Regular Meeting Call to Order

Mr. Wood commenced the meeting at 4:00 pm.

CEDA/NHBFA: Matt Blanc, CEDA presented the possible plan for development on the property that CEDA owns on George Moulton Way. This would be a large project as previously explained and Green Source is working with NH Business Finance on the construction costs. NHBFA would be the owners of the project for a time, and then it might be negotiated to sell to the business that would occupy the building. CEDA, Green Source, and NHBFA wanted to discuss a possible PILOT plan for taxes. A ten-year PILOT was discussed and how it might be calculated, a sample was given to all for review. It was noted that Charlestown is exciting about the possibility of a new business moving to Town and would like to work with CEDA and Green Source to see that it does.

Ms. Andrus made a motion to enter non-public session at 4:51 p.m., seconded by Mr. Rescsanski. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Mr. Wood called for a recess at 5:22 pm. Public meeting reconvened at 5:29 pm.

Water Interconnect Update: Tom Willis and Mark Verostick were present on Zoom to answer questions from the Board about the report and list submitted. The emergency generator will be installed this week and then it will need a propane hookup and testing. Mr. Wood asked who was paying for the valve. Mr. Verostick stated that there was no pricing yet but probably would just be charged for labor costs as an old valve could be used. The invoice states \$7500 for the salt shed and \$4300 for pump station in the contract. Ms. Chaffee stated that the bid was calculated incorrectly. Mr. Verostick stated

that Erica might be willing to cover the extra costs since there was a mistake with the billing. The substantial completion packet was provided to the Board to be signed.

Mr. Rescsanski made a motion to sign the substantial form, Ms. Patrick seconded the motion. Ms. Houghton stated she would rather wait until the generator was in for this. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (no), Ms. Patrick (yes), Ms. Andrus (yes).

Mr. Willis stated that the loan repayment will be due by the end of the year. It was mentioned that this was already in the budget.

Department Head Report: Mr. Vandenburg submitted a report to the Board. Mr. Wood asked how the bridge was. Mr. Vandenburg replied excellent. Mr. Vandenburg would like to thank Mr. Weed, Mr. Patrick and Mr. Read for their help with the water main break at Scott's Drive on Sunday night. He reported that the state inspected the wastewater treatment plant and that they will send a report soon. The lead service lead inventory is ongoing now and Mr. Vandenburg stated that this is a huge undertaking. He reported that the lead is tested from where it starts all the way to the residence. This project will have the residents fix any lead issues. Mr. Vandenburg stated that the records are not great in the department and that is the main reason for the size of the project. Mr. Wood asked what the deadline was for this project. Mr. Vandenburg will find out and email the Board. Mr. Vandenburg reported that the LIRC must be submitted yearly now. He also submitted his vacation to the Board and was asked to fill out the proper form for the Board to sign. Ms. Andrus and Mr. Rescsanski stated that they would like to look more closely at the major projects on the agenda.

The abatement for a sewer leak for \$801.61 was motioned to approve; first by Ms. Andrus and seconded by Ms. Houghton. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Work Zone Agreement: Charlestown bridge project from last week's presentation from Mr. Scott was discussed. Ms. Andrus asked for the minutes from the aforementioned Rotary meeting. Ms. Chaffee noted that she had not heard back from any Rotarians regarding the meeting recording or minutes. Ms. Chaffee reported that she had not heard from Mr. Scott, DOT about Route 12 and the repaired section. Ms. Andrus asked if the State could come and look at Route 12.

Ms. Andrus made a motion to sign the work zone agreement; seconded by Ms. Houghton. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Ms. Andrus mentioned that perhaps local businesses could advocate for themselves on behalf of the bridge closing project, alluding that this might carry more weight.

Greenspace mowing contract: Tom and Joe Cobb were present via Zoom to discuss and answer any questions about extending their 3-year contract for mowing. Mr. Cobb stated that he would throw in hydro seeding with a 10% discount off the current going rate. He also offered to mow other areas that need a little touch up now and again. He proposed that he patch all the lampposts as well. Mr. Rescsanski asked if the new contract would include the new CPI and Mr. Cobb replied yes.

Ms. Andrus motioned to sign the contract extension, but the motion was squashed, as the Board would like the CPI numbers first. Mr. Rescsanski noted that the town should consider RFP's, as the new purchase policy states that contracts over a certain amount must go to RFP. Mr. Rescsanski requested another week for the Board to decide on this and it will be tabled for next week's meeting.

National Grid: Kaitlyn Monroe provided packets and presented a PowerPoint to the Board. The National Grid representatives presented their reliability project on PowerPoint, which was an explanation on the transmission line replacement, structures, wires, and vegetation management. This project, that will take place over the next few years, will add property tax revenue to the route communities and will improve electric reliability. The main reason why this is being done is to mitigate trees and lightning for safety. Ms. Chaffee asked if residents with easements would be notified. The representatives from National Grid replied yes and that they will work with all landowners to accommodate various situations. National Grid reported that residents were notified around Thanksgiving 2023 and that the next step was permitting, which will take place between this year and next. Construction and restoration will take place from 2026- 2030. The average height of the poles will increase from 65 feet to 80 feet. Representatives from the project will continue to inform the residents of Charlestown with updates. Ms. Monroe reported that National Grid will come back in the future to present for the Planning and Conservation Committees. She also mentioned that the PowerPoint presentation and the packet can go on the website. The project's contact information was provided as well.

Other Business: Ms. Chaffee asked the Board if they would like to do the employee review at next week's meeting at 5:30. The Board replied yes.

Minutes of previous meeting: Mr. Rescsanski made a motion to accept the minutes February 21, 2024 Regular meeting, and non-public #1, motion was seconded by Ms. Patrick. Ms. Houghton noted a correction to add the word "night" after the Rotary candidate clause under Executive Reporting. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Ms. Patrick (yes), and Mr. Wood (yes), and Mr. Rescsanski (yes). Motion passed.

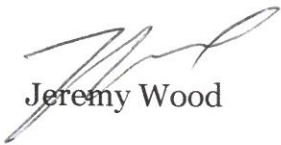
Consent Agenda-Financial administration/payroll and purchase orders/manifects and warrants /abatement (Tobias, sewer due to leak), appointments, permits, licenses, contracts and Resolution: Ms. Andrus made a motion to accept, and it was seconded by Ms. Houghton. Roll Call: Ms. Andrus (yes),

Ms. Houghton (yes), Ms. Patrick (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).
Motion passed.

Ms. Patrick made a motion to adjourn at 7:30pm, motion was seconded by Ms. Andrus.
Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Ms. Patrick (yes), Mr. Rescsanski (yes),
and Mr. Wood (yes).

Respectfully Submitted,

Ellissa Griffin



Jeremy Wood

Trish Patrick



Nancy Houghton



William Rescsanski



Shelly Blouin-Andrus

(Note: These are unapproved meeting minutes. Any corrections will be made at the next
Selectboard meeting on March 6, 2024)

Charlestown Selectboard Minutes

Non-Public Meeting Minutes #1

RSA 91-A: 3 II (c-Reputation)

February 28, 2024 at 4:00 p.m.

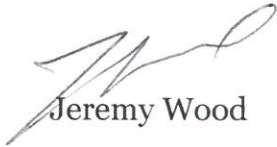
Community Room

Selectboard present: Jeremy Wood (Chair), William Rescsanski, Trish Patrick, Nancy Houghton, and Shelly Andrus

An employee review was completed by the Board.


Ms. Patrick motioned to exit non-public session #1 at 5:22 p.m., seconded by Mr. Rescsanski. Roll call: Mr. Wood, (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes).

Respectfully Submitted, Ellissa Griffin



Jeremy Wood


Trish Patrick



Shelly Andrus



Nancy Houghton



William Rescsanski