

Charlestown Board of Selectmen
Workshop Meeting Minutes
July 8, 2020 @ 3:00pm Zoom meeting

Selectboard present: Chairman Albert St. Pierre, John Streeter, Jeff Lessels, William Rescsanski, and Scott Wade

Staff Present: Jessica Dennis- Administrator
Kelly Wright- Administrative Assistant
Chief Patrick Connors- Ambulance Director

Chairman St. Pierre called the meeting to order at 3:00 pm. Chairman St. Pierre recited the protocol for holding public zoom meetings due to the COVID- 19 executive order per Governor Christopher Sununu. Any motions will be on a roll call for the recording secretary.

Mr. Wade made a motion to enter into non public at 3:05 pm RSA 91-A:3 II (I Legal), Mr. Rescsanski seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); the motion passed..

The board reconvened public session at 3:25pm.

Mr. Wade made a motion to enter into non public at 3:26 pm RSA 91-A:3 II (C Reputation), Mr. Rescsanski seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); the motion passed.

The board reconvened public session at 4:33 pm.

New Business:

Vacation Time Roll Over:

Ms. Dennis gave the board a spreadsheet of the employees and their vacation time. Because of the COVID-19 pandemic some departments haven't had the chance to take their earned vacation time. How would like the board like to proceed about allowing the employees to roll over or pay out their vacation time. After discussion, Mr. Streeter made a motion to allow employees to roll over 40 hours of vacation and the Town shall pay out no more than 40 hours of vacation time by year's end; Mr. Wade seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); motion passed.

All the Town employees will be informed about this one time change from Human Resources via a letter. It will be clear this is a one time occurrence due to the COVID-19 pandemic.

Mr. Wade made a motion to seal the first set of Nonpublic meeting minutes RSA 91-A:3 II (I Legal) for two years, Mr. Streeter seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); motion passed.

Mr. Wade made a motion to seal the second set of Non-public meeting minutes RSA 91-A:3 II (C Reputation) for six months, Mr. Streeter seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); motion passed.

Hazard Pay:

The Board discussed hazard pay. Ms. Dennis reported there are department heads, full-time and part-time employees that worked the entire time during the COVID-19 shut down. Mr. Streeter asked if Ms. Dennis would give the board a list of employees and calculate the same COVID-19 pay stipend. The Board agreed not to pay the water/wastewater department hazard pay and authorize the library trustees to take care of the library employees as they feel is appropriate.

Old Acworth Stage Rd:

The Board reviewed the documents listed below before making a decision regarding the gravel and labor invoice from Mr. Daryl Osgood to repair the road damages caused by the logger. The total invoice was \$1,770.00, which includes \$840 for gravel, \$450 for labor and \$480 for equipment. Ms. Dennis gave the board the 1991 Class VI road waiver Mr. Daryl Osgood signed, the 2005 maintenance notice to Old Acworth Stage Road landowners stating the Town of Charlestown assumes no responsibility for maintenance per state law, the 2010 landowners reminder letter explaining Class VI roads are not the Town's responsible, and the loggers contract. Ms. Dennis was not able to find approved minutes of any kind of agreement between the board of selectmen and Mr. Keith Weed giving Mr. Osgood permission to work on Old Acworth Stage Rd. Mr. Wade stated Mr. Osgood was going to provide him with time stamped pictures of the damage to the road. Mr. Wade has not received any.

After a lengthy discussion, Mr. Wade made a motion to request the Conservation Commission to settle the bill in the amount of \$1,770.00 with the money coming from the Timber Sale, Mr. Rescsanski seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); motion passed.

The board suggested the Conservation Commission could keep track of the logger and another reminder letter could be sent out to landowners on Class VI roads. Additionally, the Board suggested sending another reminder letter to landowners on Class VI roads, stating that the Town is not responsible for maintaining class VI roads.

KanDy Investments:

Ms. Dennis reported KanDy investments did not close on July 1, 2020 because they do not agree that the five parking spaces should be included in a corrective deed between the Town of Charlestown and Mascoma Bank; they want the parking spaces in the maintenance agreement. After discussion, Mr. St. Pierre made a motion, to clarify, that the Town of Charlestown wants the corrective deed giving the Town five parking spaces before further discussions occur with KanDy investments regarding the Maintenance of the right of way, Mr. Lessels seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); motion passed.

Borough Road Bridge:

Ms. Dennis reminded the board that in 2019 the Town received \$98,000 of unanticipated monies that was set aside for this project. She said she anticipates there will be another \$98,000 coming this year. Mr. Weed has a dollar amount from a company who can do the work but doesn't want this figure to become public before it goes out to bid. The State is requiring larger spans over wetlands and streams rather than the existing culvert. Mr. Weed will be working with Mr. Randall Rhoades from M&W Soils to write the bid specifications. The board agrees to allow Mr. Weed to move forward.

Old Business:

Old Springfield Rd/Springfield Rd Intersection: Mr. Streeter said Mr. Grenier has permission from the NH DOT to do the work. It would take a day or two to complete.

After discussion Chairman, Mr. St. Pierre would like more information and suggested Mr. Arthur Grenier and Mr. Keith Weed meet and discuss the intersection and report back to the board on July 15, 2020.

Transfer Station Ice concern: The board and Mr. Weed have read the letter from Mr. Loren Reed's stating his concerns about ice build up at the Transfer Station. Chairman St. Pierre will go up and look at the area in question. Chairman St. Pierre suggested it's time to go back and look at the recyclables costs and a three year contract with a private company. Mr. Streeter said he didn't agree with this but would recommend creating a

Transfer Station committee to look at other options, possible a zero sort option or other options available to help lower the cost.

Board of Selectmen Agenda:

Chairman St. Pierre proposed the following restructured Selectboard agendas to be effective immediately.

1st Wednesday all Department Heads will give a monthly report either in person or submit a report. Submitted reports must be given to Ms. Dennis prior to the meeting.

2nd Wednesday from 4pm-6pm a workshop will be scheduled and posted.

3rd Wednesday all committee reports will be given by the Board.

4th Wednesday from 8am-10am a workshop will be scheduled and posted.

5th Wednesday from 4pm-6pm a workshop will be scheduled and posted.

Mr. Wade asked when the board will address communications. Mr. St. Pierre stated it can be added to the next meeting.

Mr. Rescsanski reported he has inquired about, or has contacted a few agencies or vendors to request information regarding interconnection projects, zoning issues and accounting access and manuals. He asked the Board if this was acceptable and he didn't want to bother the staff. Mr. Streeter said this wasn't the proper channels. Any and all requests should go through Ms. Dennis. Mr. Lessels stated the information you need is already available by asking the office staff. By not asking them first it is undermining their professionalism.

Mr. Streeter made a motion to adjourn the meeting at 6:40 pm; Mr. Wade seconded the motion and on a roll call; Mr. St. Pierre (yes), Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes); motion passed.

Respectfully Submitted,
Kelly N Wright

Albert St. Pierre

Jeff Lessels

Scott Wade

John Streeter

William Rescsanski

(Note: these are unapproved meeting minutes, any changes or amendments will be made on July 15, 2020)