**Charlestown Board of Selectmen**

**Workshop Meeting Minutes**

**November 9, 2020 @ 4:30pm Zoom meeting**

Selectboard present and location: Chairman Albert St. Pierre (absent), John Streeter (absent), Jeff Lessels (community room), William Rescsanski (community room), and Scott Wade (community room).

Staff Present: Jessica Dennis- Administrator

Kelly Wright- Administrative Assistant (via Zoom)

Chief Patrick Connors – Ambulance Department (via Zoom)

Public Present: Committee member of the Ambulance Sustainable Committee; Nancy Houghton, Robert Davis, Jerry Maslan, Aaron Putnam, Mandy Wright, Diane Town (via zoom)

Other Public Present: Tobin Houghton, Sarah Davis, Steven Neill

Acting Chairman Mr. Lessels called the meeting to order at 4:35 pm. Mr. Wade 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.

**Ambulance Sustainability Committee:**

Chief Connors and many other members of the committee were in attendance and reported they received three ambulance service proposals for the board to discuss.

1. Golden Cross- 1st year- $294,000 per year

2nd year $299,000 per year

3rd year- $ 306,000 per year

4th year $ 312, 000 per year

5th year- S318, 000 per year

This would be full coverage service covering Charlestown with response times on an average of 17 minutes depending upon where they dispatched from and which office is the closest to respond too.

2. Golden Cross- 1st year- $67,500 per year

2nd year- $69,000 per year

3rd year- $70,500 per year

4th year- $72,000 per year

5th year- $73,500 per year

Golden Cross will provide around the clock emergency ALS care. Golden Cross is staffed with a minimum of an Advanced EMT and EMT provider and if needed a paramedic. Golden Cross would discuss the possibility of a hybrid model with some coverage at the Charlestown Ambulance Station.

3. Springfield Fire Department:

Term and Price:

$99,089. - Expense of one person with benefits post probation

$19,705- Ambulance depreciation @ $35.00 per response

$3,750- increases in no durables and durable line items per 563 responses.

Total of $122,544.00 annual contract paid per the RFP in monthly installments of $10,212.0 each month for years 1 & 2 then 3% increases, respectively.

Year 3 - $126,220

Year 4- $130,000

Year 5 -$133,907

This would be a full coverage ambulance service.

There was a lengthy discussion regarding outsourcing this service and not being able to rebuild the Charlestown Ambulance. Another concern is the lost revenue to the Town and the additional expense for these services. Many had valid points and concerns how to move forward. It has been difficult to fill the per diem schedule when the department this earlier. Some members liked the idea of establishing a “fast squad”. Some were concerned they would be limited to the amount of services they would be able to provide. NO decision was made: the Selectboard would like to review the proposal and discuss.

**Norwich Solar:**

The Selectboard reviewed the minutes from two years ago discussing the agreement between Norwich Solar and the Town of Charlestown. The discussion two years ago was for a 20 year agreement, the Selectboard agreed to a 25 year agreement at their November 4, 2020 minutes. After some discussion, there was no change to the original agreement.

The Selectboard signed a quitclaim deed for a repurchased property.

**COVID-19**:

Chief Connors reported there is a positive case in Charlestown and all necessary precautions are being taken. The Centers for Disease Control has started the trace contracting and will notify those parties that may have been exposed. Chief Connors will keep the Selectboard updated.

Ms. Dennis reported there is a purchase order for the board to sign for a laptop and desktop. The board discussed this and decided Ms. Dennis should buy two laptops.

Ms. Dennis reported with the increase in Covid-19 cases she and Ms. Chaffee have discussed limiting the number of people in the lobby. Ms. Chaffee will go back to by appointment only as of November 12, 2020. There was discussion regarding those staff members that could work from home should and those that need to come into the office will continue to come in.

The board also discussed closing the Town buildings to outside groups, Patch Park and Swan Common.

Mr. Streeter made a motion the Town offices will be appointment only starting November 12, 2020 and this will be posted on the website, Mr. Wade seconded the motion and on a roll call; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Mr. Streeter made a motion to close all Town buildings to outside groups, including Recreational facilities: Patch Park, Swan Common, Mr. Wade seconded the motion and, on a roll call; the motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

The Selectboard discussed all the committees must offer Zoom meetings. The concern with Planning Board is the site plans are so large when they are scanned in, they are difficult to read. Ms. Dennis said these can be taken to All Service and be copied.

Mr. Wade recommended that all committees meet via zoom.

Mr. Rescsanski made a motion to adjourn at 6:19pm, Mr. Wade seconded the motion and on a roll call; motion passed. Mr. Lessels (yes), Mr. Wade (yes), Mr. Streeter (yes), Mr. Rescsanski (yes).

Respectfully Submitted,

Kelly N Wright

Albert St. Pierre Jeff Lessels Scott Wade

John Streeter William Rescsanski

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on November 18, 2020)