

CHARLESTOWN SELECTBOARD WORKSHOP
Wednesday, October 27, 2021 at 5:00 p.m.
Community Room and via Zoom

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

Staff Present: Jessica Dennis; Administrator via Zoom,
Patrick Connors, Police Chief
Patricia Chaffee, Town Clerk via Zoom
Millie Barry, Recorder via Zoom

Others Present: Gabriel Bailey and Jamie Shand via Zoom, Heather Carter; Recreation Committee, Michele Harrington; Recreation Committee, Jason West

Ms. Chaffee reported to the Selectboard her recommendation on NH Bond Bank application for the Water Interconnect project. Ms. Chaffee is recommending to the board the 20-year level debt option. Mr. Lessels made a motion to accept the NH Bond Bank application and Mr. Chaffee's recommendation to apply for the 20-year level debt option, Mr. Rescsanski seconded the motion; motion passed.

Ms. Chaffee said meter reads should be done this week so bills can be sent.

Ms. Dennis inquired about the Board meeting with department heads to discuss their budgets and what is the Boards approach to the 2022 budget. The Board will meet with department heads two or three at a time.

Ms. Dennis said after researching health insurance options, Mrs. Dezan and herself suggest offering the same two plans as previously offered. The Selectboard concurred and signed the 2022 transmittal.

Board agreed not to meet the week of Thanksgiving.

Signatures are required on the State inspection station renewal form.

Ms. Dennis said there was a forest fire in April where expenses of approximately \$785.00 (for wages and supplies), were incurred to put out the fire. These expenses would normally be reimbursed by the State. The State has determined the fire was started by someone practicing with firearms not by natural causes so costs will not be reimbursed by the State. Ms. Dennis said the Town could bill the person that started the fire. The person had permission of the landowner to be on the land where the fire occurred, was cooperative throughout the process and helped to put out the fire. The Board agreed to bill the person for costs incurred to extinguish the fire.

Mr. Lessels made a motion to go into non-public at 5:18 p.m. RSA 91-A:3 II (c-Reputations), Mr. Wood seconded motion, motion carried 5-0

The Selectboard reconvened public session at 5:22 p.m.

Mrs. Houghton motioned to go into a non-public session at 5:27 p.m. RSA 91-A:3 II (c-Reputations). Mr. Rescsanski seconded the motion, the motion carried 5-0.

The Selectboard reconvened public session at 5:37 p.m.

Mr. Rescsanski motioned to seal the minutes of the non-public for 2 years, Mr. Lessels seconded the motion, the motion carried 5-0.

The Board reviewed and discussed the proposed budget noting health insurance costs were down substantially, receptionist/clerk costs are down as a part-time person will be hired and wages were shifted within the budget. The Selectboard would like to invite highway and water/wastewater to the workshop on November 10th to review their budget proposals.

Ms. Blouin-Andrus confirmed the Board was considering hiring a custodian/maintenance person.

The regular meeting recessed at 5:50 p.m.

The Selectboard reconvened public session at 5:58 p.m. Selectboard members and Recreation Committee members introduced themselves.

Mr. Rescsanski motioned to go into a non-public session at 5:58 p.m. RSA 91-A:3 II (b-Hiring), Mr. Lessels seconded the motion, the motion carried 5-0.

The Selectboard reconvene public session at 5:59 p.m.

Chief Connors came in the spoke briefly with the Board about the incident earlier in the day. The Chief and Selectboard agreed to respond to any inquiries by stating it was a police matter and concerned citizens could call the Attorney General's office. There was a brief discussion about 911 calls being diverted to Claremont.

Ms. Blouin-Andrus motioned to go into a non-public at 6:03 p.m. RSA 91-A:3 II (b-Hiring), Mr. Lessels seconded the motion, the motion carried 5-0

The Selectboard reconvened public session at 6:26 p.m.

Ms. Blouin-Andrus motioned to go into a non-public session at 6:28 p.m. RSA 91-A:3 II (b-Hiring), Ms. Houghton seconded the motion, the motion carried 5-0

The Selectboard reconvened public session at 6:44 p.m.

The Board discussed the employment posting for the part-time recreation director position, application deadline and considering other applications not previously reviewed by the recreation committee.

Mr. Rescsanski motioned to go into a non-public session at 6:52 p.m. RSA 91-A:3 II (b-Hiring)
Mr. Lessels seconded the motion, the motion carried 5-0

The Selectboard reconvened public session at 7:05 p.m.

Mr. Shand asked if another applicant would have the opportunity to interview for the recreation director position. Mr. Shand said there was no deadline date stated on the job posting adding he wasn't sure the proper access was being given to applicants without a deadline date stated on the job posting on the Town website. Mr. Shand felt this was a time to re-structure the committee and change the way things were done.

Ms. Blouin-Andrus believed all three, very different candidates interviewed were qualified for the job. The Selectboard did not want an interim job position.

Mr. Shand said he believed the hiring process should have been a longer. The Town could have started the search for a director during the past year, not attempting to fill a position in three weeks after the present director gave notice. He agreed with Ms. Blouin-Andrus the basketball season was around the corner and schedules and court times should have been set a month ago. He stated he felt it was important to hire the right person for the position. Mr. Lessels said the Selectboard had a vision and two of the applicants seemed to articulate the same vision as the Board, Mr. Shand and other members of the recreation committee. He said the Board was committed to the function of the department and to improve the structure. Mr. Shand said he respected the recreation committee and the Selectboard decisions believing if people did not state concerns, things would not change. Mrs. Houghton questioned Mr. Shand regarding a scheduling issue. Mr. Shand confirmed the scheduling conflict that happened in the past was an error by the recreation committee adding past games had been canceled and postponed for reasons he felt could have been avoided.

Ms. Blouin-Andrus motion to go into non-public 7:24 p.m. RSA 91-A:3 II (c-Reputations), Mrs. Houghton seconded the motion, the motion carried 5-0.

The Selectboard reconvened public session at 7:56 p.m.

Ms. Houghton requested to correct meeting minutes of October 20, 2021 regarding the planning board. Mr. Lessels will take care of the corrections.

Also, the third paragraph on page three, the minutes should be corrected to Chester, VT instead of Chesterfield, VT.

Mr. Wood motioned to accept the minutes of previous meetings with corrections:

October 20, 2021 - Regular meeting

October 20, 2021 - Non-Public #1 Reputations

October 20, 2021 - Non-Public #2 Compensation

October 20, 2021 - Non-Public #3 Reputations

October 20, 2021 - Non-Public #4 Reputations

October 20, 2021 - Non-Public #5 Hiring

Ms. Blouin Andrus seconded the motion, the motion carried 4-0 with Mr. Rescsanski abstaining

Mr. Rescsanski motioned to accept the consent agenda, Ms. Blouin Andrus seconded the motion, the motion carried 5-0

Ms. Blouin Andrus motioned to adjourn the meeting at 8:04 p.m. Mr. Rescsanski seconded the motion, the meeting was adjourned.

Submitted by:

Mildred Barry, 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 November 3, 2021.)

CHARLESTOWN SELECTBOARD WORKSHOP
NON-PUBLIC MEETING MINUTES #1
WEDNESDAY, OCTOBER 27, 2021 - 5:00 P.M.
RSA 91-A:3 II (c-Reputations)
Community Room and via Zoom

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

Staff Present: Jessica Dennis, Administrator via Zoom

Ms. Dennis said Mildred Barry had submitted her resignation as a meeting recorder. Mr. Lessels read Ms. Barry's letter of resignation adding Ms. Dennis had spent time editing, especially non-public minutes composed by Ms. Barry. Mr. Wood motioned to accept the resignation, Mr. Lessels seconded the motion, the motion carried 5-0. The position will be advertised.

Mr. Wood motioned to reconvene public session at 5:22 p.m. Mrs. Houghton, seconded the motion, the motion carried 5-0.

Submitted by:
Mildred Barry, Recording Secretary

Jeff Lessels

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

Nancy Houghton

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**CHARLESTOWN SELECTBOARD WORKSHOP
NON-PUBLIC MEETING MINUTES #3
WEDNESDAY, OCTOBER 27, 2021 - 5:00 P.M.
RSA 91-A:3 II (b-Hiring)
Community Room and via Zoom**

Selectboard Present: Jeff Lessels, Chair, Jeremy Wood, Vice Chair, Shelly Blouin-Andrus, William Rescsanski all present in Community Room, Nancy Houghton via Zoom

Staff Present: Mildred Barry, Recorder via Zoom

Others Present: Michele Harrington, Recreation committee
Heather Carter, Recreation committee

No discussion was had.

Mr. Rescsanski motioned to reconvene the regular meeting at 5:59 p.m., Mr. Lessels seconded the motion, the motion carried 5-0.

Submitted by:
Mildred Barry, 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 November 3, 2021.)

**CHARLESTOWN SELECTBOARD WORKSHOP
NON-PUBLIC MEETING MINUTES #4
WEDNESDAY, OCTOBER 27, 2021 - 5:00 P.M.
RSA 91-A:3 II (b-Hiring)
Community Room and via Zoom**

Selectboard Present: Jeff Lessels, Chair, Jeremy Wood, Vice Chair, Shelly Blouin-Andrus, William Rescsanski all present in Community Room, Nancy Houghton via Zoom

Staff Present: Mildred Barry, Recorder via Zoom

Others Present: Michele Harrington, Recreation committee
Heather Carter, Recreation committee

The Board conducted a job interview of Kelly Vigneau for the part-time recreation director position.

Mr. Rescsanski motioned to reconvene the regular meeting at 6:26 p.m., Mr. Lessels seconded the motion, the motion carried 5-0.

Submitted by:
Mildred Barry, 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 November 3, 2021.)

CHARLESTOWN SELECTBOARD WORKSHOP
NON-PUBLIC MEETING MINUTES #5
WEDNESDAY, OCTOBER 27, 2021 - 5:00 P.M.
RSA 91-A:3 II (b-Hiring)
Community Room and via Zoom

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

Staff Present: Mildred Barry, Recorder via Zoom

Others Present: Heather Carter; Recreation Committee, Michele Harrington; Recreation Committee

The Board conducted an interview of Molly McManus for the part-time recreation director position.

Mr. Rescsanski motioned to reconvene public session at 6:44 p.m., Mr. Lessels seconded the motion, the motion carried 5-0.

Submitted by:
Mildred Barry, 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 November 3, 2021.)

CHARLESTOWN SELECTBOARD WORKSHOP
NON-PUBLIC MEETING MINUTES #6
WEDNESDAY, OCTOBER 27, 2021 - 5:00 P.M.
RSA 91-A:3 II (b-Hiring)
Community Room and via Zoom

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

Staff Present: Mildred Barry, Recording Secretary via Zoom

Others Present: Heather Carter, Recreation Committee, Michele Harrington, Recreation Committee

The Selectboard interviewed Orion Binney for the part-time recreation director position.

Mr. Rescsanski motioned to reconvene public session at 7:05 p.m. Mr. Lessels seconded the motion, the motion carried 5-0

Submitted by:
Mildred Barry, 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 November 3, 2021.)

CHARLESTOWN SELECTBOARD WORKSHOP
NON-PUBLIC MEETING MINUTES #7
WEDNESDAY, OCTOBER 27, 2021 - 5:00 P.M.
RSA 91-A:3 II (b-Hiring)
Community Room and via Zoom

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

Staff Present: Mildred Barry, Recording Secretary via Zoom

Others Present: Heather Carter, Recreation Committee, Michele Harrington, Recreation Committee

The Board and members of the recreation committee discussed the applicants' strengths including experience, community involvement, long term commitment and possible weaknesses.

Ms. Blouin-Andrus felt there were a few coaches that could be contacted to assist in the recreation department sports programs. She was adamant the person hired would be required to make the changes necessary, to be a director, to delegate and make decisions. If the department does not get better the Board would intervene as the Charlestown Community deserved a good director.

Mr. Lessels asked the recreation committee members if they believed, with the most recent resignation, that the other members would work in a positive direction with the new director. Ms. Blouin-Andrus said she did not believe there had ever been a full committee. Volunteers come to help with the things they like and enjoy doing.

Mr. Lessels motioned to hire Kelly Vigneau as the recreation department director effective November 5, 2021 subject to a 90-day review with the human resources director. If the board is not satisfied with Ms. Vigneau performance it has the option to find another candidate. Mr. Rescsanski seconded the motion, the motion carried 5-0.

Mr. Wood stated he would like to see progress made with funding, marketing and to work with commissioners regarding sports. Mr. Wood would like Ms. Vigneau to be successful. Mr. Lessels added to supervise community coordination between Town departments and to generate excitement and participation within the Town would make the director successful.

Ms. Blouin-Andrus requested if there were on-going problems/struggles within the department the Board would like to know to help solve issues and make the department successful. In addition, she expects in Ms. Vigneau 90-day review (January 2022), there is a baseball and softball commissioner in place.

Mr. Lessels motioned to come out of non-public at 7:55 p.m. Mr. Rescsanski seconded the motion, the motion carried 5-0.

Submitted by:

Mildred Barry, 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 November 3, 2021.)