

CHARLESTOWN SELECTBOARD WORKSHOP
WEDNESDAY, JUNE 22, 2022 AT 5:00P.M.
CHARLESTOWN PUBLIC LIBRARY COMMUNITY ROOM AND VIA
ZOOM CONFERENCING

Selectboard Present: Jeremy Wood (Chair), Shelly Blouin-Andrus, William Rescsanski

Staff Present: Kevin Brenker, Recording Secretary
Kelly Wright, Administrative Assistant
Ken Vanderburg, Water /Sewer Department Head
Patricia Chaffee, Water/ Sewer Administrative Assistant

Others Present: Charlie Dumor, WSO

5:02 pm – The workshop was called to order

Water Interconnect Project

Ken Vandenburg, Patricia Chaffee – Project update

The project is progressing well. Field reports are going out to the Board daily. Around July 4th timeline, the department may need to notify people within a radius of work zones of noise and potential congestion. Work may continue in the evening hours. Work will include pipe across/under the road surfaces and may be noisy. Current average feet-per-day around 200-400 dependent upon subsurface makeup.

A meeting with Charlie Dumor, who attended the meeting, will be scheduled for middle July to review progress.

ARPA money to be drawn down for the project first sequentially.

NH DES hasn't been seen on site, and no communications have been received.

Charlie Dumor did not meet with the crews on this date. Mr. Dumor is reading all the daily reports. Hasn't spoken to on-site engineer personally. Expectations of Charlie on-site once per week was discussed. Will be onsite more often when fittings work begins.

Owner's Rep – Compensation for Owner's Rep is a question. \$100 per hour for those hours on site was discussed. Mileage part of contract terms (paid mileage, not travel time). Copy of the revised contract shown to Board by Patricia Chaffee for signature.

Controls from North Charlestown station to salt shed/Scenic Hill booster station – maintaining flow and water pressure. WiFi connections will be considered for most buildings/locations for monitoring data, SCADA systems. New section could run online without North Charlestown station manually until full switch over. Variable Speed Drive – turns well on with slow rate. Controls frequency of electricity to pump. Brings pump speed up without drawing large amps. \$4,000 – 5,000 per VSD.

Water & Sewer Dept.

Ken's truck has arrived. Whelan to look @ truck for fitting out lights. Lightbars are costly. Once lights are on the truck will be deployed in the field. Vehicle registrations will be done for new plates for "blue truck" – in progress.

Mr. Vanderburg's Report: Submitted to Select Board. Flushing done. Toxicity test on July 11. Discussion on filter systems that get changed each 6 months. 18 months' worth of filters on hand. Inspection report from state (April inspection), miscalculation on MOR's/ DOR's. Monthly Operating Report – Discharge Operating Report.

Employee Mr. Poland- partial license testing – passed one portion, failed another. Mr. Vanderburg supports an employee request for additional hourly compensation, as effort was applied. Employee has Level 1 - License to Distribute water based on current test passed.

Ms. Andrus motioned to approve \$.25 raise for the employee, 2nd by Mr. Rescsanski. Vote: Ms. Andrus (yes), Mr. Rescsanski (yes), Mr. Wood (yes).

Water Interconnect Project concluded @ 6:02pm

Recessed for 5 minutes.

Meeting restarted @ 6:09pm

Article 11 Review –

General discussion of email detailing listing of properties with explanation of specific property requirements.

1) Notice to Former Owners/Abutters – 4 parties have expressed interest.

The Board discussed how properties may be valued: Assessed Values/when acquired/Book & Page/selling price (assessed value vs outstanding tax)/sealed bids (assessed value should be minimum)

Discussion ensued of status of property owner reach-out, including whether title searches should be done for each property. Town must own properties for 3 years.

A detailed discussion was tabled until the July workshop.

Public Input – None.

Minutes of previous meetings – Mr. Rescsanski motioned to approve the prior minutes of June 15, 2022, 2nd by Mr. Wood. Vote: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes).

Discussion of which non-public Board comments should be recorded. Mr. Rescsanski motioned the Board has flexibility to determine which comments are inserted. A poll of the Board showed that neither Ms. Andrus nor Mr. Wood agreed.

Consent Agenda: Ms. Andrus motioned to accept as written. 2nd by Mr. Wood. Vote: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes). Motion carried.

Timber abatement (presented by Ms. Wright) – Old # 4 Rod & Gun, Snowmobile Club: had requested abatement based on lower revenue expectations – according to reports, load slips for timber were not consistent and values not accurate, value adjustment for access not considered. A new report of timber cut was produced. Town officials believe the calculations for timber was accurate. Adjustment for access taken into consideration.

Ms. Andrus motioned to deny the abatement appeal by the Old #4 Rod & Gun, Snowmobile Club, 2nd by Mr. Wood.

Vote: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes). Motion carried.

Administrator's Report – Ms. Wright.

General discussion of extending office hours as currently working beyond June. Ms. Andrus expressed interest to keep the extended hours through July. Mr. Rescsanski mentioned a "month-to-month" appraisal of the hours to keep personnel costs down. Mr. Wood agrees with extending to the end of July.

6:46 PM NON-PUBLIC -Reputations

Ms. Andrus motioned for the Board to enter non-public session: RSA 91-A:3 II(a) – for Personnel/Reputations 2nd: Mr. Woods. Roll-call: Mr. Rescsanski (yes); Ms. Andrus (yes); Mr. Wood (yes)

Ms. Wright suggested the Board review the applicant for Finance position. Pay rate was a concern for the applicant. Full-time/Part-time question to the Board. General discussion. Interview to be set for next week.

Mr. Wood motioned to exit non-pubic session, 2nd Ms. Andrus. Roll call: Mr. Rescsanski (yes), Ms. Arun (yes), Mr. Wood (yes). 6:53pm.

Mr. Rescsanski motioned to enter Non-Public session: RSA 91-A:3 II(a) at 6:45pm – Reputations - 2nd Mr. Wood. Roll call: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes)

The meeting reconvened at 7:00 pm.

Mr. Wood motioned to enter Non-Public session: RSA 91-A:3 II(a) at 7:00pm – Reputations - 2nd Mr. Rescsanski. Roll call: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes)

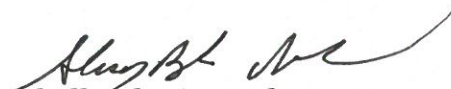
New Business – None

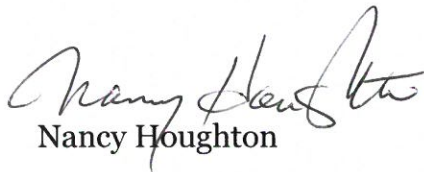
Discussion of Finance & Master Plan to get ready for next year. Meeting with finance committee will be on July 13th.

Ms. Andrus motioned to adjourn. 7:20pm 2nd: Mr. Rescsanski Roll call: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes)


Respectfully Submitted,
Kevin Brenker, Recording Secretary


William Rescsanski


Shelly Blouin-Andrus


Nancy Houghton

Jeff Lessels


Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on June 29, 2022)

**Charlestown Board of Selectmen
Non-Public Meeting Minutes #1
RSA 91-A:3 II (c-Reputations)
June 22, 2022 @ 5:00 p.m.
Community Room**

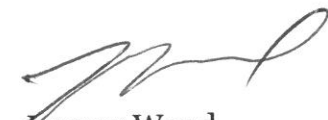
Selectboard present: Jeremy Wood (Vice Chair), William Rescsanski, Shelly Blouin-Andrus

Staff Present: Kelly Wright- Administrative Assistant
Kevin Brenker, Recording secretary

Discussion of previous comments under non-public session. Mr. Rescsanski was concerned his comments made previously will upset the person referred to. Better to avoid conflict. Ms. Andrus offered meeting minutes, particularly with respect to non-public session, can't be edited after the fact.

Mr. Wood motioned to exit non-public session 2nd: Mr. Rescsanski. Roll call: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes). 7:00 PM.

Respectfully Submitted,
Kevin Brenker, Recording Secretary



Jeremy Wood

Jeffrey Lessels



Shelly Blouin-Andrus



William Rescsanski

Nancy Houghton

**Charlestown Board of Selectmen
Non-Public Meeting Minutes #2
RSA 91-A:3 II (c-Reputations)
June 22, 2022 @ 5:00 p.m.
Community Room**

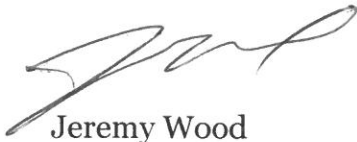
Selectboard present: Jeremy Wood (Vice Chair), William Rescsanski, Shelly Blouin-Andrus

Staff Present: Kelly Wright- Administrative Assistant
Kevin Brenker, Recording secretary

Discussion of application for open position and whether it should be part time or full time. Board agreed full time could be an option.

Mr. Wood motioned to exit non-public session 2nd: Mr. Rescsanski. Roll call: Mr. Rescsanski (yes), Ms. Andrus (yes), Mr. Wood (yes). 7:10 PM.

Respectfully Submitted,
Kevin Brenker, Recording Secretary



Jeremy Wood

Jeffrey Lessels



Shelly Blouin-Andrus



William Rescsanski

Nancy Houghton