

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
APRIL 1, 2009**

Selectboard Present: Jon LeClair, Steven Neill, Doug Ring

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
David Duquette – Water & Wastewater Superintendent
Edward Smith – Police Chief
Jerry Beaudry – Ambulance Director
Gary Wallace – Fire Chief
Jessica Dennis – Office Manager

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Jon LeClair called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited. He advised that the meeting is tape recorded and asked anyone wishing to speak to identify themselves for the record.

Jon LeClair called the Public Hearing to order at 7:02 PM.

PUBLIC HEARING – Ambulance Rates: Jon LeClair advised that at the last meeting the Selectboard reviewed the proposed rate increases for ambulance service. Jerry Beaudry had asked if there could be a self-adjusting rate schedule for some rates but Dave Edkins did research and advised that they cannot establish a self-adjusting rate schedule because every time the rates change the Town has to hold a Public Hearing. Jon LeClair read the 2009 Ambulance Service Rates Proposal. There were no comments from the public.

Doug Ring moved to adopt the new 2009 Ambulance Service Rate Schedule as stated. The effective date will be April 10, 2009. Steve Neill seconded the motion. With all in favor, the motion was approved.

Jon LeClair closed the Public Hearing at 7:09 PM.

MINUTES OF PREVIOUS MEETING(S):

Steve Neill moved to approve the Minutes of the Non-Public Selectboard meeting of March 18, 2009, as printed. Doug Ring seconded the motion. With all in favor, the Minutes were approved.

Steve Neill moved to approve the Minutes of the regular Selectboard meeting of March 18, 2009, as printed. Doug Ring seconded the motion. With all in favor, the Minutes were approved.

DEPARTMENT HEAD REPORTS:

Transfer Station: Keith Weed had no new report on the Transfer Station.

Selectboard Meeting Minutes – April 1, 2009 – Page 2

Highway Department: Keith Weed reported that bid proposals had been sent out for the 2009 line painting, street sweeping and chip seal work. Vehicle inspections are done. The “S10” highway pickup is off the road; he is looking at options for repairs. Taking care of the dirt roads is on-going especially Meany Road. They have been working in the gravel pit. There was a wash-out on the Unity Stage Road; he has a call in to Jonathan Sisson of Beaver Tracks to look at it and put together the Emergency Permit application. He has a chance to get some stone at a good price. They did some preliminary plans on Taylor Hill. Keith Weed met with the homeowner and he is in agreement; they know what they need so the materials are on-hand or on-order. The Highway Advisory Board did a walk-through last night at the Beaudry Development; they will meet again on April 14th. They did get a response for the culvert that crosses Beaver Brook; Beaver Tracks will look at that also. There will be a Department of Transportation meeting on procuring road salt on April 16th at 10:30 am.

Police Department: Last week Chief Smith went to a conference in Keene on the grant programs that are available. Unfortunately there isn't anything for new buildings. He met with a representative from Senator Shaheen's office and other representatives on the stimulus money to explain what the problems are and ask them to make him aware of any new funding. Dave Edkins, Deb Clark, Jessica Dennis and the Chief looked through the piles of various Town Ordinances to see if amendments are needed and to organize them in one location. Chief Smith took over the motor vehicle and law enforcement related ones. The Grand Jury sits next week; Charlestown has four cases. The Selectboard Chair signed the annual form for any federal monies the Police Department received.

Water and Wastewater Departments: Dave Duquette reported that meters are being read; this should take about a week. Lead and copper sampling throughout the Town will start next week. St. Pierre, Inc. started work on George Moulton Way. The road is pretty well in-line and they did water and sewer taps yesterday. They have to do some coordination with the power company; they made good headway today. A few Fridays ago they had a problem with one of the dams that has a fracture in it so it needs attention. An email was received from the State who feel the Unity Stage Road will be wiped out if the dam lets go. The pipe is hard to keep open and it is dangerous work. Dave Duquette wants to do the work during a low flow, dry conditions; they have to decide what they want to do and let the State know. They expect to receive an Emergency Authorization for ten days from the Wetlands Bureau. Authorization for removal should be 90 days.

Ambulance Service: Jerry Beaudry advised that the ambulances were inspected. The air conditioner needs to be repaired. They have been re-licensed for another two years.

Office Manager: Jessica Dennis reported that they got the first round of E-9-1-1 maps with corrections.

Fire Department: Fire Chief Gary Wallace advised that there will be an election of officers on the first Thursday in May. After that he plans to come in to talk to the Selectboard.

PUBLIC COMMENT:

Ernie Baldasaro: Ernie Baldasaro stated that in the past he served on some committees and the Fire Department but, at this meeting, is the spokesman for the “silent voters” who now feel it is time to speak out. He presented a plan of action they would like the Selectboard to take under consideration to get the Police Station and a new fire truck approved by the voters as they are desperately needed. This year might be the worst economic year we have experienced. They feel it is now time for a change; the Selectboard needs to sit down with the Department Heads and Finance Committee early this year to make plans to reduce next year’s budget by 1-1/2%. There is a need to prioritize; the new fire truck comes first and then the Police Station; everything else is after that. He handed out a document on “Next Years Budget”. Everybody needs to work together. He spoke about doing special events to raise money toward things they need. Steve Neill noted that last year their goal was for a level funded budget and that was accomplished. There was discussion relative the possibility of repairing the present truck; it will pump water but will not draft water and will not pass the underwriter’s test. Matt Blanc spoke on the Police Station; the \$595,000 was not only for the building but included the equipment, a generator and communication items. There might have been grants for equipment and communication items but the building needed to be approved first. As a community they need to get the message out to all the voters. Jon LeClair said they applied for stimulus money. There is a 50/50 chance they will get money for the Fling Road Bridge but there were so many requests for water and sewer projects that the Town’s chances of getting a portion of it is not good.

Dr. Grabe’s Building: Matt Blanc of Blanc & Bailey Construction, met with Dave Edkins, Dave Duquette and Keith Weed regarding the storm water running into Dr. Grabe’s building on Main and Elm Streets especially in the northwest corner. He has a finished off lab downstairs that flooded three times last year. Because this is the low point on Main Street they need to pump the water somewhere. Warren Stevens designed a pump station. Nothing they have done handles the volume of seasonal storm water. Matt Blanc submitted a request and recommendations to the Selectboard for their consideration. It is that they be allowed to remove a section of sidewalk and pump the water into the storm drain that is working; the sidewalk would be replaced. The Town would have no liability. There was a consensus of the Select Board that as long as Keith Weed feels it will work, at no cost to the Town, they can move forward with the proposal.

Old Fort #4: Matt Blanc wanted to clarify what is going on with the Fort. The Fort has had dwindling school group visits this past year. A decision was made by the Board to not open until possibly in the fall. They will meet in June to look at some sustainable options and work out their financial issues. For now they will maintain the site. He will ask Police Chief Smith about security and to do regular patrols and will talk to Fire Chief Gary Wallace about fire protection. If the Town wants to move the cannon to a more secure site that is okay with them or it can be left at the Fort. Their insurance coverage will remain in force.

Corner of River and Northwest Streets: Joan Kuncik lives on the corner of River and Northwest Streets. When the Town paved the road they put in six posts but she is now down to two. She would like to see something done. Keith Weed did not plan on putting them back in.

SELECTBOARD COMMENT: None

OLD BUSINESS: None

FINANCIAL ADMINISTRATION – Payroll, Purchase Orders, Vouchers, Warrants, Abatements, Etc.: The **Purchase Orders, Vouchers, Warrants, and Abatements** were approved and signed.

Purchase Orders: The following Purchase Orders were approved and signed by the Selectboard: 1) Highway – Washington Street Mobil \$1,254.85; 2) Water and Wastewater – Allen Pools and Spas \$965.50; 3) Fire – Ralph L. Osgood, Inc. \$655.00; 4) Water and Wastewater – Rouse Tire Sales, Inc. \$1,335.00; and 5) Ambulance – Zoll Medical Corp. \$3,030.50.

Notices of Intent to Excavate: Five Notices of Intent to Excavate were approved and signed as follows: 1) St. Pierre, Inc. on the Jeffrey Road; 2) Charlestown Economic Development Association on Fling Road; 3) Christopher Hemingway on Route 12-N; 4) Normand Beaudry on Unity Stage Road; and 5) St. Pierre, Inc. on Chestnut Acres.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Town Vacancies: Jon LeClair read the list of various Town vacancies that has been posted. Dave Edkins spoke to some people that currently hold these offices to see if they are interested in being re-appointed; he is putting that list together.

Peddlers and Hawkers Permit: The Selectboard approved two Peddlers and Hawkers Permits as follows: 1) Donald Trocola in South Charlestown; and 2) Michael Beaulieu. Doug Ring feels that Mr. Beaulieu does a nice job but he does not believe there should be anything on the Town properties.

Junk Yard Permit: The Selectboard approved two Junk Yard Permits as follows: 1) Stanley and Denise Partridge on Acworth Road; and 2) Kenneth Wilson at 75 Pecor Road.

Use of Town Hall Permit: A Permit for Robyn Towsley to use the Town Hall and to have alcohol for a wedding reception on May 16, 2009, from Noon to 5:00 PM was approved.

CORRESPONDENCE:

Tree Committee: A letter was received from Daryl and Pat Royce relative to the Tree Committee project at the jug handle at Routes 11 and 12. They are asking the Highway Department to dig out a portion of grass to plant wild flowers. They said Keith Weed is

Selectboard Meeting Minutes – April 1, 2009 – Page 5

agreeable to this project if approved by the Selectboard. The State has already approved this project. The Board approved the project provided that the scheduling is coordinated with Keith Weed and the Town does not incur additional costs as a result.

Town Clerk's Office: Debra Clark advised that the Town Clerk's Office will be closed on April 8th, 2009, from 9:00 am to 1:30 pm for training.

Highway Safety Grant: The Selectboard approved and signed the Highway Safety Grant as requested by Chief Smith. It has to be signed by the Chairman of the Highway Advisory Board as well.

Fling Road Bridge Project: McFarland-Johnson submitted a proposal for engineering on the Fling Road Bridge Project. Dave Edkins feels that it is rather high given that most of the engineering is already done. Dave Edkins explained that because this is federal money there is some additional work that needs to be done and the plans need to be modified to reflect the sewer line that was installed after the original plans were done. He asked the Selectboard to hold-off on this until after he attends a meeting in Concord on Friday when the Bridge Program will be explained in more detail.

Fraud Prevention Policy: The Towns' Auditors have recommended that the Town develop a Fraud Prevention Policy. Jessica Dennis has put together a Policy for Selectboard approval.

Steve Neill moved to accept and adopt the Fraud Prevention Policy to be effective on April 1, 2009. Doug Ring seconded the motion. With all in favor, the motion was approved.

Violation Letter: Jon LeClair advised that the Selectboard is sending a letter regarding a zoning violation to Ronald LeClair.

ADMINISTRATIVE ASSISTANT'S REPORT:

Water Barn and Norm Cobb Property: Mr. Edkins displayed a plan of the Town property where the water barn encroaches onto the Norm Cobb property. Mr. Cobb proposed a swap whereby he would give the Town the property that the barn is on in exchange for some of the other adjacent property. Steve Neill felt the Town should have a ten foot set-back to comply with the zoning regulation to have room for maintenance of the building. The Selectboard feels strongly that the 10-foot set-back be maintained.

Upper Valley Lake Sunapee Region Planning Commission: Nate Miller called Dave Edkins to advise that the UVLSRPC is starting to work on the Ten Year Plan of Transportation Projects. It now looks like the State may solicit more projects for the plan due to the stimulus dollars. They are working on the Route 12 Project; there is some interest in extending that northward to the Village. The corner on Route 12A in North Charlestown near Brenda Ferland's has also been suggested as an area that needs attention. There was a fatal accident there earlier this year.

Selectboard Meeting Minutes – April 1, 2009 – Page 6

Fire Department: Fire Chief Gary Wallace would like to get out of the water rescue business, therefore, would like to sell the boat. The Selectboard agreed with this decision. Dave Edkins will prepare an advertisement for sealed bids. There was discussion relative to water rescues. There is a lot of recreation on the river. Matt Blanc felt it should be put on the table and talked about.

COMMITTEE REPORTS:

Conservation Commission –Steve Neill: There have been no meetings since the last report.

CEDA –Jon LeClair: They will meet on April 13th at the Connecticut River Bank.

Planning Board – Doug Ring: The next meeting is Tuesday April 7th.

Solid Waste Committee –Steve Neill: There have been no recent meetings.

Heritage Commission –Doug Ring: There have been no meetings.

Highway Advisory Board –Jon LeClair: Jon LeClair and Keith Weed met with the HAB and they walked the Beaudry Development. There will be another meeting in two weeks.

NON-PUBLIC SESSION – RSA 91-A:3 II

Steve Neill moved to enter into a Non-Public Session pursuant to RSA 91-A:3 II to discuss (a) Personnel, (c) Reputations; and (d) Acquisition, Sale or Lease of Real or Personal Property. Doug Ring seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 9:08 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Approved,

Jon B. LeClair, Chair

Steven A. Neill

Doug Ring

(**Note:** These are unapproved Minutes. Corrections, if necessary may be found in the Minutes of the April 15, 2009 Selectboard meeting.).