

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
MAY 20, 2009**

Selectboard Present: Jon LeClair, Steven Neill, Doug Ring

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
Edward Smith – Police Chief
Regina Borden – Recording Secretary

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Mr. 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.

CDBG PROGRESS PUBLIC HEARING – Industrial Parks Infrastructure Improvements Project: Mr. LeClair opened the Public Hearing. Mr. Edkins explained that the Selectboard is required to hold at least one Public Hearing during the project to hear public comment on the progress of the infrastructure improvements at the two industrial parks. At the CEDA Park approximately 1,400' of waterline has been replaced. At the Gristmill Park, approximately 1,000' of new roadway along with related water, sewer and power systems are being installed. The project is going very well. They had a monitoring visit from the Community Development Finance Authority this afternoon and that went well. The engineers as well as Keith Weed and Dave Duquette are happy with the project. St. Pierre, Inc. is hoping to get the first layer of pavement down on the road next week. There were some changes made including the slopes. There might be about \$10,000 to \$15,000 left over so they talked about planting a wild flower mix on the slopes instead of grass seed.

The Hearing was opened up to the public. Aare Ilves asked if there are any plans to widen Fling Road in the long term planning. Mr. Edkins said that will depend on what kind of uses go into the park; some businesses do not generate a lot of truck traffic. The State has jurisdiction over that intersection. Mr. Ilves asked about set-back requirements. Mr. Edkins noted that this is Zone E but the CEDA Covenants provide for a 40-foot setback from all property lines.

There being no other comments Mr. LeClair closed the Public Hearing at 7:09 PM.

MINUTES OF PREVIOUS MEETING(S):

This agenda item was passed over until the next meeting as the Minutes were not in the packet for review.

DEPARTMENT HEAD REPORTS:

Transfer Station: Mr. Weed reported that a load of cardboard went out on Friday. They are in the process of doing the compost. One compacter box was down but they are waiting for it to be fixed.

Highway Department: Mr. Weed advised that they finished pothole patching with asphalt today and they are grading roads. Chloride has already been sprayed on several roads. The drainage work on Dell and Southwest Streets is finished and ready to be paved. Dig Safe was here so Taylor Hill is ready to be done. There is a collapsed catch basin on Bridge Street; Dig Safe came in so they are now ready to replace that and will put in a new culvert. A culvert collapsed on Ox Brook Road near the railroad tracks; that will be replaced next week. Beaver Tracks was here to work on the paperwork for the State permit on Beaver Brook. He is waiting for the permit to do the drainage work in the Beaudry Development. There is a meeting with the State next Wednesday on the Unity Stage Road; they want to get it out for bid soon.

Police Department: Police Chief Ed Smith reported that the new cruiser is at Unique Signs for lettering. Officer Connors was in Concord last week for training and on vacation this week. Preparations are being made for the Memorial Day Parade. Camp Good News is having their event on June 6th. Next week he will be meeting with the other area chiefs on the Speed Enforcement Detail that they applied for. There will be a POD meeting next week. Tomorrow they will go through the Primary School Facility; some training will be done sometime this year. Mr. Ring had some concerns with passing on the right near the fire station area and asked if something could be done in that area with white line striping.

Water and Sewer Departments: There was no report as Mr. Duquette is on vacation.

Tree Committee: Aare Ilves advised that the Tree Committee received the “Community Beautification Award” plaque. He would like to place it downstairs next to the other one; the Selectboard approved this. The arborvitae was pruned in front of the Town Office yesterday. They finished seeding the jug handle area and got it watered by the Fire Department.

Mr. Ilves asked if decisions were made on the tree planting sites as he presented at the last meeting. Mr. Ring has concerns about some locations in terms of the sidewalks, water and sewer lines. Mr. Weed said they would go around the trees as best they can when snow plowing. The Selectboard approved planting two trees on Park Street but not by the first stake as there is not enough room for three trees (move the two trees to balance off the distance) and one tree on East Street but no lilacs as they would be too close to the fence.

PUBLIC COMMENT:

Pat Ahearn: Pat Ahearn has two areas of concern. She asked what plan the Highway Department has for resurfacing the Old Claremont Road north from the Red Robin Motel to Hemingway’s. Mr. LeClair said they have to replace the water lines first and then will repave the road. Each year the Selectboard tries to put \$275,000 in the budget for paving. Ms. Ahearn noted that the Almar Street area and Meadow Road from the Lower Landing Road to Route 12 are very bad and need re-surfacing. Mr. LeClair advised that those areas are also under consideration for water line replacement and re-paving; hopefully in a few years. Mr. Edkins explained that the Town applied for about \$4,000,000 for stimulus money to work in the west side of Town but Charlestown is about one-half way down the list so we have to wait and see what happens. Ms. Ahearn read comments in the Our Town April issue about the Crown Point Bridge Road. The article indicated that some of it had been privately built on. There are two roads in Town that were laid out by the province before the Town became a Town in 1753. The

roads were known as Crown Point Road and Province Road. Ms. Ahearn outlined the exact location of these roads. Those two roads were never thrown-up therefore nobody has a right to build on them. They could be needed for fire access and/or military needs so they should be mapped out and marked as Town public roads. The roads should not be locked by abutters to prevent access. It might be helpful if the Historical Society took this on as a project with the Conservation Commission and/or the Heritage Commission. Mr. LeClair thought SEA might work on this. Ms. Ahearn said these roads were province roads taken over by the colonies and turned over to the towns. The Selectboard thanked her for this information.

Beaudry Development: Matt Blanc asked what work is going to be done in the Beaudry Development, is there an engineering plan and what the time line is. Keith Weed said they are waiting for State permits. After they can get the culvert in the other work will go out for bid. The other permit is to clean out ditches and replace catch basins. The goal is to repave Michael and Emile Avenues. Mr. Blanc has some concerns about comments heard on the grinding of the whole neighborhood and then repaving as funding is available. There are some huge run-off issues there. Mr. Weed explained that they will grind it and do an oil injection base so nothing will be left dirt. Mr. Blanc talked about the condition of the water lines. Mr. Edkins understands the issue is not the water lines but rather boosting the water pressure for the top of the hill. Mr. LeClair noted that the pump station was not intended to boost pressure. Mr. Neill stated that they need to hear from Dave Duquette about the water issue in the development. Mr. Blanc feels if the lines need to be done they should talk about that before the road gets done.

Culvert: Aare Ilves advised that there is a collapsed culvert on the Lower Landing Road on railroad property near a crossing. It is about 5-feet deep. Mr. Weed confirmed that it is a railroad culvert and he called them several times but they have not taken care of it. There was a consensus to have Mr. Edkins write the railroad a letter.

Main Street: Aare Ilves feels there should be a “No Passing” sign by the old post office building on Main Street. Mr. Weed noted that the State told them where to put the signs and what should be on the signs but the Town had to pay for them.

Sidewalk to the Primary School: Aare Ilves asked if the sidewalk to the Primary School will happen this summer. Mr. Edkins explained that they received a Safe Routes to School Grant for \$100,000 (1/2 was going to be used for the sidewalk and ½ for educational programs). After they received the grant they discovered the “red tape” tied to the money. It is complicated but they are working on it. A Grant Administrator might be hired. “Yes” they want to get it done but it will take longer than they thought.

SELECTBOARD COMMENT: None.

OLD BUSINESS: None.

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

Purchase Orders: The following Purchase Order was approved and signed by the Selectboard: Highway – Atlantic Broom \$784.00.

Warrants: The Selectboard approved and signed the following Warrants: 1) Water and Sewer billings in the amounts of \$30,074.44 and 2) \$464,610.96; 3) Charlestown Community Development Project – payment requests from St. Pierre, Inc. and DuBois and King \$137,668.16; 4) Collection of Water Fees \$33.32 and Sewer Fees \$46.80; and 5) Collection of Land Use Tax Change \$1,400.00.

Abatements: The Selectboard approved and signed the following Abatements: 1) Clifford and Nellie Stark for an easement agreement \$532.20; and 2) Daniel and Marcia Locke for sewer that should not have been billed \$112.40.

The Selectboard approved and signed the following Property Tax Abatements: 1) Mrs. Pilitz for 2006 and 2007 taxes as the Town has also been billing Carole Curtis on the same property – 2006 taxes are \$264.99 plus interest and the 2007 taxes are \$241.26 plus interest. 2) Clinton Melius –assessment reduced- \$306.18; 3) Clinton Melius –assessment reduced- \$29.16; 3) Clinton Melius –Corrections on the assessment- \$70.47; 4) Anthony Van Leare, Sr. –assessment reduced \$778.10; 5) Robert and Susan Young –assessment reduced \$523.47; 6) Floyd and Debbie Harvey –assessment reduced- \$607.50; 7) Old Claremont Road LLC –assessment reduced- \$2,959.74; 8) Carole Curtis – assessment reduced - \$55.89; 9) Mark and Tina LaFlam – assessment reduced - \$558.90.

Report of the Collectors Execution of Real Estate Tax Liens from the Town Clerk: 2008 Water and Sewer in the amount of \$30,074.44, plus interest of \$1,981.82 and fees of \$1,755.50.

Elderly and Veteran Exemptions: The Selectboard approved and signed several Elderly and Veteran Exemptions.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS: None.

CORRESPONDENCE:

Police Department: The Selectboard approved and signed the application the Speed Enforcement Detail for Chief Smith which he will hand carry to Concord tomorrow.

Charlestown Conservation Commission: The Selectboard signed the application as requested from the Conservation Commission for a sign “Litter Free New Hampshire”.

Mr. LeClair read the letter received from the Conservation Commission to Mr. Weed thanking him for the support and effort put into the Green-Up Day activities. They appreciate his taking time out of his weekend to assist them.

Minimum Impact Expedited Wetlands Application: This application for the Beaver Brook culvert replacement was signed by Mr. LeClair.

Department of Transportation: A letter was received from the DOT advising that the Fling Road Bridge was approved for 100% State Aid for an estimated cost of \$325,000. Mr. Edkins noted that the Selectboard has to think about an engineering firm; McFarland-Johnson has submitted a proposed contract. The State is going to expect almost full time inspection services. There was a consensus to have McFarland-Johnson meet with the Selectboard to go over that contract.

North Walpole Board of Commissioners: The Selectboard acknowledged receipt of a letter from the North Walpole Board of Commissioners apologizing for an incorrect statement about their Fire Department budget that appeared in the Eagle Times following their annual meeting.

Petition: The Selectboard acknowledged receipt of a Petition from residents on Sullivan Street, East Street and Cummings Avenue to clean and maintain the ditch. It has not been maintained for over 10 years. As a result their properties are getting wetter.

Highway Advisory Board: The Selectboard reviewed the memo from Barry Metcalf, Acting Chairman of the Highway Advisory Board, noting some minor guideline changes they would like to recommend this year.

Transfer Station: A letter was received from Deborah Walker on Sullivan Street regarding the Transfer Station. She mentions that it is not friendly to handicapped people and it should be made a safer place for the users. Some other suggestions were noted. Mr. Weed discussed possible solutions. He will do what he can to remedy some things. People should be aware that they can ask for assistance.

1985 Mastercraft Boat with Motor: Mr. LeClair announced that the Selectboard has extended the bid date to June 3rd on the 1985 Mastercraft boat with motor. The bids will be opened during that meeting. The Fire Chief talked to Mr. Ring about putting it on e-bay but the Selectboard felt it best to have the bids received in written form.

ADMINISTRATIVE ASSISTANT'S REPORT:

National Grid: Mr. Edkins reported that National Grid came in to do the energy audit. The Town is in good shape. There are two areas that could be changed: 1) Replace the 26 incandescent lights in the Library with compact fluorescents– the annual savings would be \$195.00, total cost of doing that job would be \$152.00, the Town's share would be \$38.00 and there should be a payback in 3 months; and 2) Replace the 18 street light bulbs on Main Street with compact fluorescents. The annual saving would be \$230.00, total cost of doing that job would be \$168.05; the Town's share would be \$42.00. There was a consensus of the Selectboard to move forward.

COMMITTEE REPORTS:

Conservation Commission –Steve Neill: Mr. Neill reported that the Commission met Monday night. A lot of time was spent on going over the UVLSRPC Natural Resource Inventory. There was some discussion about the brook that goes through the Beaudry Development. There is an area where the water isn't moving so is stagnant; it needs to be dredged. Some property owners would make donations if the Town was to secure the permit. Mr. LeClair asked Mr. Edkins to

find out how many years ago that was done. Mr. Neill noted that the Town has the pump station and culvert that they do not want damaged.

CEDA –Jon LeClair: Mr. LeClair advised that the CEDA Board met last night. Mr. Edkins previously addressed the new development during the Public Hearing. They discussed the lots and future income.

Planning Board –Doug Ring: Mr. Ring reported that the Board met last night. They did an overview of the Lot size Averaging proposal they have been working on. It was a work session as there were no active applications before the PB.

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

Heritage Commission –Doug Ring: Mr. Ring advised that there will be a dedication of the new Historic District signs on May 26th at 7:00 PM in North Charlestown. The PB granted permission for the new “Liberty Tree Memorial” plaque to be located on a rock on Main Street as it is a historical marker. Mr. Neill would like them to put a stake in the ground where they want it so the Selectboard will know where it will be.

Upper Valley Lake Sunapee Region Planning Commission: Mr. Edkins mentioned that Steven Smith expressed an interest in replacing Eric Lutz (whose term expired last August) on the UVLSRPC as the Town’s representative. Charlestown has two members; Jan Lambert and Eric Lutz. The PB invited him to attend their next meeting.

Highway Advisory Board – Jon LeClair: They are scheduled to meet next month.

Recreation Committee – Steve Neill: Mr. Neill noted that they have not met since his last report. There have been a few small meetings to deal with minor issues but he was unable to attend. They would like to move 5-or-6 picnic tables from Patch Park to the pool area. The Selectboard approved this but want to be sure the tables are secured so they do not end up in the pool.

Police Department: Police Chief Ed Smith advised that the Claremont Police Department will be in Town tomorrow, next Tuesday and Thursday and on June 2nd to do a traffic impact study from 11:00 am to 2:00 pm. It is for large trucks headed into Claremont; they will be stopped and asked if they will participate in the survey. They will be located in the Dean Hill flat area and on River Road near the old Mal Tool plant. Mr. Neill feels it is one thing to take a written survey but another thing to have another department scrutinize or issue citations to the drivers in this Town. The Selectboard did not object to the survey.

NON-PUBLIC SESSION – RSA 91-A:3 II:

Mr. Neill moved to enter into a Non-Public Session pursuant to RSA 91-A:3 II to discuss (a) Personnel and (b) Hiring. Mr. Ring seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 8:44 PM.

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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 June 3, 2009, Selectboard meeting.)