

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JUNE 17, 2009**

Selectboard Present: Jon LeClair, Steven Neill, Doug Ring

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
Debra Clark – Town Clerk
Joan Kuncik – Town Treasurer
Regina Borden – Recording Secretary

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Jon LeClair called the meeting to order at 7:00 PM. Prior to this meeting the Selectboard met with McFarland Johnson Engineers regarding the Fling Road Bridge. 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.

MINUTES OF PREVIOUS MEETING(S):

Steve Neill moved to approve the Minutes of the first Non-Public Selectboard meeting of June 3, 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 second Non-Public Selectboard meeting of June 3, 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 June 3, 2009, as printed. Doug Ring seconded the motion. With all in favor, the Minutes were approved.

Steve Neill moved to unseal the Minutes of the Non-Public Selectboard meeting of May 17, 2006. Jon LeClair seconded the motion. With Steve Neill and Jon LeClair in favor, the motion was approved. Doug Ring abstained as he was not on the Selectboard at that time.

BARBARA BRILL & LISA PAQUETTE – COMMUNITY ALLIANCE – Initiation of Regularly Scheduled Transit Service in Charlestown: Barbara Brill, Executive Director of the Community Alliance, advised that they have now obtained funding and will be starting regular daily transportation services in Charlestown on July 1st. They distributed copies of the “Community Alliance Transportation Services” brochure, a “Charlestown Bus Stops and Times”, and a “Ride & Dine” voucher. In the middle of the day they will be augmenting the schedule with “Dial-a Ride” services for people that need to get back-and-forth outside the schedule. They looked at the needs and are very

excited as this is the first time they made an expansion of scheduled service into Charlestown.

The Town appropriated \$2,500 in March at Town Meeting; River Valley Community College, the CSP and other employers have provided the local match that was needed for the DOT funding. She introduced Lisa Paquette, Transportation Coordinator, who talked on the schedules and partnership with Sullivan County Nutrition Program. Riders will be able to leave Charlestown to go to Claremont and Newport; the bus line will be able to transfer them to Newport, Dartmouth-Hitchcock Hospital, etc. They will monitor the ridership, at what stops people get on and off so they will be able to make adjustments to serve the most people. In July they are offering “Ride and Dine” to offer individuals over 60 who use the Transportation Service in Charlestown, a free one-way ride and a voucher for a free lunch at the Town Office Complex. Barbara Brill noted that this is the main route service but they can deviate one-quarter of a mile to pick somebody up. They plan to do some marketing by putting out brochures and putting articles in the local newspapers. They invited the Selectboard and other Town representatives to ride on July 1st. Steve Neill asked for a copy of the schedule for their records. The DOT has funded this for one year but they will monitor the ridership. Barbara Brill asked the Selectboard to let them know if there are any concerns and that the service is meeting the needs of the Town residents. Jon LeClair is happy that they were able to provide this service to the Town.

DEPARTMENT HEAD REPORTS:

Transfer Station: Keith Weed reported that they purchased some new roll-off containers. He submitted an application to New Hampshire the Beautiful for a grant to try to recoup some of the cost. The over-head door got fixed yesterday. They will pick up the two new boxes tomorrow. Northeast Scale will be here on Monday to certify the accuracy of the scales for the State. He spoke to someone from NRAA about recyclables and the difference in price. Keene will only accept the co-mingled items as a package deal; they will not allow aluminum to be taken out. Alternatives are to dispose of it at NRAA locations or truck it themselves. Starting July 1st they will have to pay to dispose of the co-mingled items. Keene hopes to make changes when the economy does. Keith Weed is gathering additional information. Steve Neill felt it is time to schedule a meeting of the Solid Waste Committee.

Highway Department: Keith Weed advised that Hill-Martin will be here tomorrow for the grader. They replaced the culvert on Ox Brook Road. He ordered signs to replace the stolen ones. The Taylor Hill drainage project is done except for the paving. The State would like all the towns and cities to join with them to purchase salt. He does not feel Charlestown will benefit by joining with them; we have a good relationship with our current vendor. It could be sea salt rather than rock salt. The Selectboard was not in favor of locking into purchasing salt through the State.

Police Department: Police Chief Ed Smith was unable to attend this meeting as he is at Senior Night at the High School. He did submit a memo to Dave Edkins as follows: The department did their first State sponsored DWI enforcement patrol and had one violator.

They did traffic control for the Camp Good News run; there were 65 runners and no incidents. The Chief thanked Keith Weed for his assistance. This Saturday about 800 bicyclists will be going through Town on their brewery-to-brewery run for Harpoon Brewery. Nothing is expected from the Town for services; they will be on Route 12 going north from town-line to town-line. The Chief was asked to speak at the Sullivan County United Way annual meeting on June 24th at the Claremont Savings Bank. On Monday he will be at New Hampshire Police Chiefs conference at the Balsams for a training session. There was one local indictment in today's Grand Jury proceedings.

Water and Wastewater Departments: Dave Duquette did not attend this meeting as he did not leave Town until late. They were working on a fire hydrant, broke a water line and worked all day on the project.

PUBLIC COMMENT:

County Commissioners: County commissioners Jeff Barrett and Ben Nelson introduced themselves to the Board. Jeff Barrett advised that the purpose of their attendance is to meet the Selectboard and to answer any questions. County taxes are a point of contention but they are making a concerted effort to reach out to residents. They are now digging their way out of the deficit which tends to largely result from the nursing home. In the current year they are faring very well. They proposed a 2% budget increase to the County Delegation to be raised by taxes but it was given back to them for a level funded budget. Capital Improvements will have to be reduced. They spoke on the over-crowded conditions at the county jail that was built in 1978. One problem was that it was built for two females but now has a maximum of 16. They need to have the capacity to separate some of the inmates. They are now building a residential addition to the building to have more room. Their proposed capital improvements included adding air conditioning on the top two floors of the nursing home and decentralized dining areas for a number of reasons. The Commissioners are meeting tomorrow night to work on trimming the budget. Their goal is to keep up with Capital Improvements but this might not be the year to do that. They invited the Selectboard to visit any of their facilities and are willing to come back to talk to the board again.

Jeremiah Haynes: Mr. Haynes is a resident in Charlestown who would like to get more involved in the Town. Dave Edkins recommended that he check the Town web page for openings on the various committees.

Water Bill: Sue Ann Forcier had submitted a letter regarding her water bill from October 2008 to April 2009 as it was about four times more than the amount they usually pay due to an unknown leak. She asked if the Selectboard would waive a portion of the bill. Jon LeClair advised that based on their past practices they have not abated any leaks because the Town has to pay to produce the water even if it is not used. Steve Neill noted that they have worked out payment plans and abated interest in extreme cases. She would need to write a note to the Water Commissioners indicating that she would like to work out a payment schedule that is realistic for them.

SELECTBOARD COMMENT:

Fire Hydrants: Steve Neill wants to talk to Dave Duquette about doing fire hydrant replacements after school gets out. He is not criticizing Dave Duquette but today was an inconvenience for many people when students had to be dismissed early because there was no water. Dave Edkins will talk to him about this tomorrow.

Transfer Station: The Transfer Station will be closed on Saturday, July 4th for the holiday.

Transfer Station Stickers: Dave Edkins had several inquiries from people requesting third Transfer Station stickers. Steve Neill noted that it is permissible if the people write a letter to the Selectboard to explain the circumstances of why they need more than two.

Lettering on Windshields: Doug Ring mentioned that there is a new law regarding no lettering on windshields other than inspection stickers. There was discussion about the fact that the rule was in place but it was not being enforced until recently.

Intersection of Lower Landing Road and Southwest Street: Dave Edkins received calls about the sag in the road near the intersection of Lower Landing Road and Southwest Street. Keith Weed mentioned that the hole at the railroad crossing keeps getting bigger and bigger. The Selectboard requested that Dave Edkins write a letter to the Railroad Commission to make them aware of the fact that the railroad was notified of the hole on several occasions but have not taken care of it; a copy will be sent to Executive Councilor Ray Burton and Senator Bob Odell.

OLD BUSINESS:

Route 12 Project Meeting: There will be a Route 12 Project meeting on Wednesday, June 24th at 6:00 in the Community Meeting Room. This meeting will be to rate the alternatives and come up with a preferred option.

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

Purchase Orders: The following Purchase Orders were approved and signed by the Selectboard: 1) Highway – Lane Construction Corporation \$847.71; and 2) Highway – Allstate Asphalt, Inc. \$64,999.12.

Vouchers: The Selectboard approved and signed three vouchers in the amounts of: 1) \$90,263.42; 2) \$628.25; and 3) \$27,750.91.

Abatements: The Selectboard approved and signed the following two 2008 Abatements: 1) Ronald LeClair \$507.87 and \$15.78; and 2) Donald Cady \$1,871.10 and \$55.18. The following Abatements were denied: 1) Castle Trust; (Sunrise Village and Blueberry Hill Park).

Warrants: The Warrant for Unlicensed Dogs was signed by the Selectboard.

Patch Park: The Selectboard approved and signed the following Permits to Use Patch Park: 1) Shirley Williams for a wedding reception with alcohol on June 28th from 1:00 to 5:00 pm; and 2) Wheelabrator Company for a company picnic with alcohol on July 18th from 11:00 am to 3:00 pm.

Inventory Penalties: The Selectboard approved and signed the following requests to waive Inventory Penalties: 1) David and Amy Becker; 2) William and Lorraine Chapman; 3) Rae Ellen Hess; and 4) James and Deborah Paulette, Sr.

Bill of Sale – Boat: The Selectboard approved and signed the Bill of Sale for the boat and motor as the check in the amount of \$500.00 was received.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS: None.

CORRESPONDENCE:

Claremont Police Department: The letter received from the Claremont Police Department thanking the Police Department for their assistance and the Town for allowing them to do their survey.

Fire Permit Signs: Jon LeClair read the memo from the Dave Edkins to Ed Blanc, Keith Weed and the Selectboard advising after consulting with the NH DOT it was agreed that that the Fire Permit signs are official signs that can be located in the Route 12 right-of-way provided they are as far back off the roadway as possible, they are not affixed to any other official highway sign; and they do not block motorists views of any other official highway sign.

List of 2006 and 2007 Water and Sewer Liens: The Selectboard received the list of 2006 and 2007 Water and Sewer Liens, to be deeded on June 29, 2009, for their information from the Town Clerk.

Frazier Property: The Selectboard received a letter from Jonathan Sisson, Beaver Tracks, on the drainage ditch on the Frazier property that flows under Sullivan Street between Sunrise Drive and East Street. They questioned why he came back a second time to look at it. Dave Edkins will do a follow-up.

ADMINISTRATIVE ASSISTANT'S REPORT:

CEDA: Dave Edkins, Keith Weed, Steve Neill, the engineer and contractor did a walk-through yesterday on the George Moulton Way project. Everything is almost done except for some punch list items. The Certificate of Substantial Completion is ready to be signed. They should be out of there by early next week. They are waiting for National Grid to set a few poles on Monday. On May 20th the Community Development Finance Authority made a monitoring visit to make sure the Town was in compliance with the CDBG rules. They found us to be in full compliance so the financing is in order. Steve Neill noted that they will be doing something different than having a gate as they

opted for three Jersey barriers; when the barriers are no longer needed at this site they can be used for other projects. The Police Department was asked to monitor the area until the barriers are set.

COMMITTEE REPORTS:

Conservation Commission –Steve Neill: The Commission met Monday night. A lot of time was spent on the Natural Resources Inventory. They discussed the nature trail bridge repair. A second letter was sent to the State on the dredging of the brook in Jabe Meadow as there was no permit.

CEDA –Jon LeClair: They have not yet met since his last report.

Planning Board –Doug Ring: The PB approved Sign Permits for Peter Wojenski d/b/a Cristy's Auto Sales and for Joel Stoddard d/b/a J.S. Automotive Equipment Repair. The Robert and Apolonia Frizzell subdivision was granted final approval. The R & K Towing matter was tabled as it will be presented at a Public Hearing on July 7th at 7:00 pm.

Solid Waste Committee –Steve Neill: The committee has not met. Steve Neill and Keith Weed attended a regional solid waste meeting last Wednesday in Claremont. They talked about "Pay as You Throw". Ann Nordstrom from Antioch talked about an interesting pilot program they are doing at the County Complex; they are pursuing taking 70 tons of food garbage out of the waste stream through composting. They also talked about the Household Hazardous Collection held in different locations. It was noted that Charlestown does not participate in these collections.

Heritage Commission –Doug Ring: The Commission met last week. They are pushing to get some information out of Old Fort #4 as they want to keep certain donated items in town. The canon came up. There was discussion about taking it out of the Fort and placing it on a cement slab with a roof over it at the Fire Station and wanted to know how the Selectboard felt about that. There was discussion about past suggestions. Doug Ring noted that Carroll Concrete will donate the concrete for the pad if plans move forward. Steve Neill said Charlestown Cornerstone will do the preparation work for the slab. Vandalism and/or being stolen are concerns at the Fire Station; it would have to be well protected. Steve Neill feels the canon belongs in the municipal complex with the monuments in the Village. He noted that the Fort is taking good care of it and it is insured.

Recreation Committee –Steve Neill: The last meeting was cancelled and has not rescheduled.

Highway Advisory Board –Jon LeClair: It was noted that four members met on Lovers Lane last week. Debra Clark noted that the meeting was posted on her bulletin board.

NON-PUBLIC SESSION – RSA 91-A:3 II:

Doug Ring moved to enter into a Non-Public session pursuant to RSA 91-A:3 II to discuss (a) Personnel and (c) Reputations. Steve Neill seconded the motion, on a roll call vote with all in favor, the motion was approved. The time was 8:42 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 July 1, 2009, Selectboard meeting.)