

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JANUARY 20, 2010**

Selectboard Present: Jon LeClair, Steven Neill, Doug Ring

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

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.

MINUTES OF PREVIOUS MEETING(S):

Mr. Neill moved to approve the Minutes of the Non-Public Selectboard meeting of December 16, 2009, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

Mr. Neill moved to approve the Minutes of the regular Selectboard meeting of December 16, 2009, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

Mr. Neill moved to approve the Minutes of the Special Meeting of December 22, 2009, on the Michael Avenue culvert, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

Mr. Neill moved to approve the Minutes of the Non-Public Selectboard meeting of December 30, 2009, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

Mr. Neill moved to approve the Minutes of the Workshop Meeting of December 30, 2009, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

Mr. Neill moved to approve the Minutes of the regular Selectboard meeting of January 6, 2010, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

DEPARTMENT HEAD REPORTS:

Transfer Station: Keith Weed advised that everything is quiet. The alarm system is in. A load of cardboard went out last Friday.

Highway Department: Keith Weed reported that they were out putting up delineator posts, all culverts are marked, brush was cut and they are dealing with storms. Vehicle repairs are adding up. Equipment was moved into the gravel pit; crushing will start tomorrow. There is a meeting scheduled for Friday at 9:00 AM with Erin Darrow and Five Eagles on the Michael Avenue culvert project; the pole relocation arrangements were moved to a National Grid representative in Massachusetts. The culvert has not been manufactured yet.

Police Department: Police Chief Ed Smith advised that almost everything they have been doing has been weather related. The new cruiser was ordered and should be delivered toward the end of April or early May. He reviewed the plans for the proposed police building and made some changes but they were just moving some things around.

Water and Wastewater Departments: Dave Duquette and Jon LeClair went to the Planning Board meeting last night to speak about upgrading the water line along Old Claremont Road from Hidden Acres to the Salsi property. The PB members seemed a little more positive about the project than they were at their previous meeting. Hopefully, they can get that project done. He handed in two Industrial Discharge Permits for Pompanette and Design Standards for the Selectboard signatures; these are due every five years. There is a letter from the State in the file about all discharging into the Connecticut River including accidents. T.F. Moran called him to schedule a meeting on Friday for the Blueberry Hill Water line project. Mr. Edkins said no Town money should be spent on this project until it is approved by the Governor and Council but the owner is responsible for the engineer. Mr. Duquette is concerned with the cut to his electric budget for Bull Run because the aquifers are very low so he may have to run them more; he felt it should be brought up to at least \$7,000. In the past few weeks he responded to three different homes with major water leaks. One home was foreclosed on but the mortgage is held by a California firm. The water has now been shut off but it wasted a lot of water; everything was floating in one house. He feels something should be inserted into the Ordinance to impose a fine in these cases especially where it is neglect. Right now there is no way to recoup that money. The Selectboard agreed and Mr. Edkins will contact the Town attorney for advice on amending the Water Ordinance.

CEDA/NH DOT/TOWN LAND SWAP – Nate Miller, UVLSRPC: Nate Miller from the Upper Valley Lake Sunapee Regional Planning Commission advised that with the new transit service in the Route 12 Corridor provided by Community Alliance he started looking for an area to develop a Park & Ride facility. In Charlestown the intersection of Routes 11 and 12 at the jug handle came to his attention. This is an excess piece of DOT right-of-way. The lot across the highway, Map 116, Lot 36 is owned by CEDA who had expressed an interest in swapping for the jug handle. This lot would be adequate for 40-to-50 vehicles to park for people wanting to ride a bus or carpool. It is next to the DOT patrol shed so they would not need to have an additional access point off Route 12 as it could be shared. He has talked with Bill Oldenberg from the DOT; his reaction was positive about this swap and he expressed a willingness to move forward with the process if the Town was agreeable. These transactions usually take about a year. The Town has three options:

- The Selectboard could say that Option #1 was to swap the CEDA land for the jug handle and the Town could own this parcel. If the Town owned the parcel they could seek grant

funding to develop it and to use it for over-flow parking as it is close to four acres. The Town would maintain it. This seems to be the DOT preference;

- Option #2: DOT would swap the jug handle for this property and could own the parcel; it would be under their control. It might not be developed as a parking area for a long time; the State would maintain the land;
- Option #3: The Town could say they aren't interested at all.

Mr. Miller is looking for guidance. Mr. Edkins said CEDA would like to own the jug handle because it would square off their property. In the past CEDA talked about giving that other parcel to the Town because that is a limited access section of Route 12 so nobody would get a curb cut there. If a Town garage was to be built on that land the State indicated a willingness to share their driveway into the DOT shed. He tried to contact Dr. Grabe but was unable to do so. The property could also be used for other purposes such as a highway garage. Previously Mr. Miller talked with CEDA about this and they seemed anxious to have it happen. Mr. Neill would not like to see any restrictions on that for snowmobiles; there also are water and sewer lines that go through there. A few members on the PB might not want to see a parking lot on the approach into Town. Mr. Miller did not feel that the Town would have to develop the parking lot right away; it could be a patch of gravel or other environmentally friendly material for now. There is a demand for a facility such as this. Mr. Ring would like to see the Town own it so they could mandate the regulations; it could be a work in progress. Mr. Miller will correspond with the State to advise that the Town is willing to accept the parcel provided they can have a shared access to the property through the curb cut and there is no time limit on the development of the parking area. He will check with the Town of Belmont regarding liability as they have a similar facility. The Selectboard is in favor of the proposal provided CEDA is agreeable with it.

PUBLIC COMMENT:

Hillbilly Hot Tubs: Laurel West distributed copies of a letter to the Selectboard relative to winter expenses in the Heritage building that they share with the Food Shelf. Mr. West said winter expenses are running between \$850-to-\$900 a month. Mr. Edkins noted that the Town has reimbursed the West's for 100% of the electric bills since July 1st except for one that was just brought in today. The other issue was heat and the Town agreed to reimburse them for a share of the heating bills but wanted to see some documentation on the propane such as actual invoices. Mrs. West brought in a summary of bills but it did not contain a dealer's name or figures. Every week they deliver about 100 gallons. She is waiting for an invoice. Mr. Edkins is concerned that if at some point the ownership of that property is established they might claim that the Town owes them rent back to July. Mr. Neill suggested that the Town purchase the propane from this point forward for the documentation. Mr. Edkins will check to see if the Town can add this facility to the Town account and then contact the Selectboard members individually.

SELECTBOARD COMMENT:

DISCUSSION OF ONE-WAY TRAFFIC ON SUMMER STREET – Steve Neill: Mr. Neill advised that a number of weeks ago he was approached about making the northerly branch of Summer Street one-way to Main Street. The south branch is one-way from Ralph's Supermarket and there is tenant parking. It is narrow around the old Town Hall, congested in that area and it

will not harm anybody to make it one-way. Mr. Ring said when Ralph's has two delivery trucks you can hardly get a vehicle through there; it might have to be limited to one truck at a time. Mr. LeClair, Mr. Weed and Chief Smith did not have a problem with this change. For safety reasons they are able to do this without a Public Hearing. Signs will be posted.

Mr. LeClair moved that the Selectboard change the north branch of Summer Street to one-way. Mr. Neill seconded the motion. With all in favor, the motion was approved.

OLD BUSINESS:

2010 Town Warrant:

Warrant on the Recreation Committee: Mr. Edkins noted that they have some suggestions from the Town Attorney on the wording for this Article. There was a consensus to go with Option #3 and to leave the line out concerning the quorum.

Article 6:

Mr. Neill moved to support this Article on the Community Alliance Transportation because the discussion during the Public Hearing was so positive. There was a clear message there. Mr. Ring seconded the motion. With all in favor, the motion was approved.

Since this is the last Selectboard meeting before the Deliberative Session a decision was made on who would address the various Articles as follows:

- Article 1: Elect Town Officers
- Article II: Planning Board
- Article III: Motion by Mr. Neill; second by Mr. LeClair
- Article IV: Motion by Judi Baraly; second by Mr. LeClair
- Article V: Motion by Mr. Neill; second by Mr. Ring
- Article VI: Motion by Mr. Ring; second by Mr. Neill
- Article VII: Motion by Mr. LeClair; second by Mr. Ring
- Article VIII: Motion by Mr. Ring; second by Mr. Neill
- Article IX: Motion by Mr. Neill; second by Mr. LeClair
- Article X: Motion by Mr. Ring; second by Mr. LeClair
- Article XI: Motion by Mr. Neill; second by Mr. LeClair
- Article XII: Motion by Petitioner.

2010 Budget:

Water Department: Mr. Edkins mentioned that the Town has only been with this new electric company for about six months. Jessica Dennis was not aware of the fact that Mr. Duquette would probably have to run that well more. It was cut from \$8,000 to \$5,600. During the Deliberative Session Mr. Neill will make a motion to increase that line item to \$8,000.

Revaluation:

Mr. Neill moved that the Selectboard accept the recommendation of the appraisal company and that we not appropriate any money this year for the revaluation as

they feel the Town can proceed with the lower cost statistical up-date in 2011. Mr. Neill seconded the motion. With all in favor, the motion was approved.

Welfare: Mr. Edkins noted that at the Hearing on the budget they increased the Welfare budget by \$7,000. This will make it equivalent to what was spent in 2009.

Library: Mr. Edkins noted that the Library requested that their proposed budget for books be decreased from \$9,000 to \$8,000.

Recreation Committee: Mr. Neill mentioned the article that was published in the Shopper regarding the Winter Carnival. They did not make arrangements to reserve the Town Hall or VFW for their dance and these facilities are no longer available. Mr. Edkins will contact the Recreation Director to tell him that attendance must be limited to those over the age of 21 (not 18 as referenced in the Shopper) because of the alcohol consumption.

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 – American Rock Salt \$3,322.05; 2) Wastewater – J.F. McDermott \$1,455.00; 3) Water – Ti Sales \$1,060.00; and 4) Highway – S.G. Reed Trucking \$1,053.67.

Warrants: Two Warrants were signed as follows: 1) \$39,211.63 and 2) \$75,667.77.

Intent to Cut Wood: The Selectboard approved and signed the Notice of Intent to Cut Wood for Putnam Farms on Lamb Road.

National Grid: The Selectboard signed the Petition to Install Two Telephone Poles on Michael Avenue and a Petition to Install One Pole on CEDA Road for National Grid.

New Hampshire Electric Coop: The Selectboard signed the Petition to Install One Pole on Morningside Lane.

Highway Safety Grant Funds: Mr. LeClair signed the paperwork for the State on the Highway Safety Grant Funds.

Community Alliance – Welfare: Mr. LeClair signed the agreement to have the Community Alliance administer the Welfare Program for this year.

CEDA Project: Mr. LeClair signed the document to close out the Community Development Block Grant on the CEDA Project.

Health Insurance: The Selectboard approved and signed the paperwork for the transfer of the health insurance to the MVP and for them to administer the COBRA Plan and the coverage itself.

ADMINISTRATIVE ASSISTANT’S REPORT:

Old Fort #4: Mr. Edkins reported that a couple of private donors are willing to pay for the powder horns from the Old Fort #4 if the Town will take ownership and loan them to the Historical Society. People feel strongly that they belong in Charlestown. They will be added to the Town’s insurance policy. The Selectboard approved this.

Old #4 Rod, Gun and Snowmobile Club: Mr. Zutter, on behalf of the Club, is concerned with their liability when traffic is detoured down Ann Avenue during the Michael Avenue project. Mr. Neill stated that this was discussed and the Town accepted the responsibility. A copy of those Minutes will be given to Mr. Zutter.

Committee reports:

Conservation Commission –Steve Neill: They met last Monday night but he attended the 2010 Warrant and Budget Hearing. Mr. Edkins said that Mr. Crocker attended this meeting and spoke to them at length about the Hemingway Wetland Permit application.

CEDA –Jon LeClair: There has not yet been a meeting this month.

Planning Board –Doug Ring: The Planning Board met last night. There was a preliminary consultation about Mr. Lemieux and the Old Claremont Road water line. Mr. Crocker was also there to discuss the Hemingway application. Final approval was granted to the US Cellular application for a 20’ extension onto the existing tower.

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

Heritage Commission –Doug Ring: There will be a meeting next week.

Highway Advisory Board –Jon LeClair: There have been no recent meetings.

Recreation Committee –Steve Neill: Mr. Neill reported that their last meeting was held to make plans for the Winter Carnival.

NON-PUBLIC SESSION – RSA 91-A:3 II:

Mr. Ring moved to enter into a Non-Public meeting pursuant to RSA 91-A: 3 II to discuss (a) Personnel and (c) Reputations. Mr. Neill seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 9:02 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Approved:

Jon B. LeClair, Chair

Steven A. Neill

Doug Ring

(Note: These are unapproved Minutes. Correction, if necessary, may be found in the Minutes of the February 17, 2010, Selectboard meeting.)