

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
MARCH 3, 2010**

Selectboard Present: Jon LeClair (Chair); Steven Neill, Doug Ring

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
David Duquette – Water and Wastewater Superintendent
Edward Smith – Police Chief
Jessica Dennis – Office Manager
Debra Clark – Town Clerk
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 meetings are 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 Selectboard meeting of February 17, 2010, with Joe Lessard regarding Tax Abatement Appeals, 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 February 17, 2010, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

SELECTBOARD COMMENT:

Thank You: Steve Neill, on behalf of the Town and the current sitting Selectboard, thanked Jon LeClair for his 15-plus years of service as a Selectman. Over the years he has done more than his fair share and always put an effort into being on top of things. Mr. Neill appreciated it when they lost a member of the Selectboard and Mr. LeClair was willing to come back to serve. A plaque was presented to Mr. LeClair. Mr. LeClair thanked everyone very much.

There was a brief recess to enjoy cake and provide the opportunity for other people in attendance to thank Mr. LeClair and wish him well in his future endeavors.

DEPARTMENT HEAD REPORTS:

Transfer Station: Keith Weed reported that a load of cardboard went out last week; current price paid to the Town was \$100/ton. Their new plow is here. The radar unit was set up to remind people of their speed when going through.

Highway Department: Keith Weed advised that they are doing vehicle inspections on everything they own. The roads are getting muddy so they will be posted on Friday morning. Notices have been posted and the newspaper ad will be in on Saturday. Pot hole patching is being done. Osgood's started the box culvert in the Beaudry Development. Miller Construction came in to hold the wall back as a safety precaution. During the storm last week there were some minor equipment problems. A lot of trees came down. All roads were opened up on Thursday but two remained closed. Borough Road had 30+ trees in the road; they opened the road on both ends for access. Mr. Ring feels that all the departments in Town need to step-in and work together when there are emergencies. There is a need to set something in place. A few houses were without power for several days. The Highway Department did a good job. Mr. Weed noted that they will not touch trees if they are not sure about the power. Police Chief Smith said they have the ability to contact the power company by FAX when there is an emergency during the night. Mr. Duquette said they have been trained not to touch power lines until the power company has taken care of it as there are safety factors when dealing with power lines and trees. He feels they are ready for emergencies but there is a lack of communication with the emergency services notifying them of what is going on. Mr. Edkins noted that the Town-wide Emergency Management Plan is out-of-date; they need to work on up-dating it. We have an Emergency Management Director, Charles Baraly.

Mr. Weed reported that the Highway Department does not want to be the warehouse for all the departments in Town anymore. Their cones and barricades are not always returned so when they need them they have to find them; sometimes they just disappear. All departments should buy their own equipment. It isn't fair for the Highway Department to subsidize all the other departments. Mr. Edkins talked with Fire Chief Wallace and he agreed that it would be good for the Fire Department to have their own supplies for emergency situations. Ernie Parsons felt the Town did a wonderful job last year when they had a power emergency. The Community Room was opened up for people to stay warm, have soup and a sandwich.

Police Department: Police Chief Ed Smith said the Police Department put the radar unit at the Transfer Station with Mr. Weed's approval as people are speeding through there. It will be left there for a short period of time. He spoke with Highway Safety today and they are signed up for some seminars. Promotions were made as follows: Todd Lyles and Bob Kelcey were promoted to Corporal and Patrick Connors to Master Patrol Officer. They have been dealing with a lot of weather related issues. Their generator has not been serviced in over a year therefore a decision should be made as to who will be doing it. Diesel fuel gets stale. Mr. Duquette said CAT will do them for \$400/year; they do a nice job. Mr. Edkins was asked to find somebody to take care of this. Chief Smith, on behalf of the Police Department, thanked Mr. LeClair for his service to the Town.

Town Clerk: Debra Clark reported that right now they are ramping up for the Town election next Tuesday. She invited the Selectboard members to drop in during the day and to help count at night. She is working on getting ready for the liening and deeding so she will be meeting with the Selectboard soon.

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Kelly Stoddard said it has been a pleasure working with Mr. LeClair. She reminded the Department Heads that she will put any of their news items on the Town's web site. People are really starting to utilize it.

Water and Wastewater Departments: Dave Duquette, on behalf of his departments, expressed sorrow to see Mr. LeClair step down from the Selectboard. He has been great and served a lot of years for the Town. He wished him well in the future.

Office Manager: Jessica Dennis thanked Mr. LeClair for all his assistance. She will miss him.

Bob Beaudry wanted to personally thank Mr. LeClair for his 15-plus years of service and for wearing different hats. He has counted ballots, taken road trips with Mr. Beaudry on Town matters and worked on the transfer station. He has shown a lot of dedication.

Mr. LeClair thanked all the Department Heads. They have done an excellent job over the years and he has appreciated all their help. He feels the Town is headed in the right direction. It was a pleasure serving the Town.

PUBLIC COMMENT:

Summer Street: Phil Shaw spoke to the safety issue on the west end of Summer Street. He commended the Selectboard for taking action on this problem but he disagrees with the solution. Making it one-way has not made it safer going up on the north side of the video store. Big trucks parked by Ralph's Supermarket make it difficult to see Summer Street traffic. The parking spaces by the video store are not big enough for people to get in-and-out of their vehicles so they are partly in the roadway. Upon a request from Mr. Shaw, Mr. Edkins researched who the parking spaces belong to. On the north side of the building they belong to the Town; on the south side they are probably 50-50 on the video store property and the Town. He doesn't feel restrictions should be placed on Ralph's Supermarket as he needs to make a living. Mr. Shaw noted that people still park by the Town Hall as well as the north side of the church. He urged the Selectboard to enforce the parking and speeding and to do away with the one-way traffic.

Ernie Parsons appreciates what the Selectboard did to make Summer Street one-way. He displayed several pictures of parked vehicles and trucks by Ralph's Supermarket. He feels the Pepsi truck should come at a different time than the Associated Grocers truck. We all need to cooperate. The merchants need to make a living so we should not take parking spaces away.

Mr. LeClair thanked them for their comments. The Selectboard will continue to monitor that area. Chief Smith spoke with Gary Stoddard who has worked hard to have one truck parked there at a time. Mr. Neill noted that there are no parking spaces in front of the Town Hall because it isn't appropriate or safe. Mr. Weed was asked to put "no parking" signs back up by the Town Hall.

OLD BUSINESS:

Bus Stop Sign: Mr. Edkins mentioned that at the last meeting they talked about a bus stop sign that Community Alliance would like to put up by the walkway to the Municipal Building. Ms. Paquette was not that pleased with the suggested location so would like to know if it could be put on the existing sign post on the corner (Railroad Street sign). Mr. Neill felt the sign should be metal; corrugated plastic is not acceptable. There was a consensus to approve putting a double-faced metal sign on the corner location. Mr. Edkins noted that they are putting the bus schedule in the Our Town and distributing them around Town.

Other Signs: Mr. Neill felt that some signs need to be removed from the island near the Champney property; some need to remain but the placement needs guidance.

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) Ambulance – Specialty Vehicles, Inc. \$3,291.61 for A-2; 2) Fire – S.G. Reed Truck Service –excess of \$500.00; 3) Highway – Cargill Deicing Technologies \$5,420.38; 4) Water – Allen Engineering \$6,481.88; and 5) SBR Properties for \$500/month for the Food Shelf (this will be paid quarterly). The Selectboard approved having the Highway Department assist the Food Shelf with the move to the new location.

Vouchers: The Selectboard approved a voided check voucher for a double payment and a Voucher in the amount of \$43,292.29.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Town Hall Rental: The Selectboard signed two Licenses to allow rental of the Town Hall with permission for alcohol for Peggy Bascom and Dee Hassett. The Police Chief approved these two licenses.

Junk Yard Permits: The Selectboard approved the following Junk Yard Permits:

- Mark Blair / 73 Blair Hill; and
- Robert Morway / Morway Salvage

Appointment - Deputy Fire Warden: The appointment of James Snide as a Deputy Fire Warden was approved and signed by the Selectboard.

CORRESPONDENCE:

Homeland Security Emergency Management: Mr. LeClair advised that this is for the debris removal as the result of the recent wind storm damage. Keith Weed was appointed as the contact person.

Community Development Block Grant: The final close-out document for the CDBG for the Gristmill Project was signed.

Change Order: The Selectboard acknowledged receipt of Change Order No. 1 in the amount of \$49,150.00 for Osgood Construction for work in the Beaudry Development. There was a consensus to process a Purchase Order for this.

ADMINISTRATIVE ASSISTANT’S REPORT:

Mr. Edkins had two items to be discussed in a Non-Public meeting.

COMMITTEE REPORTS:

Conservation Commission –Steve Neill: They have not yet met this month.

CEDA –Jon LeClair: There have been no meetings since the last report.

Planning Board –Doug Ring: Mr. Ring reported that the PB met last night and gave final approval for an application from Geoffrey and Kim McCaffrey for a Boundary Adjustment and Two Lot Subdivision at 501 Old Claremont Road. The PB waived the customary 50-foot frontage requirement because of the unusual circumstances but they allowed two 25-foot strips side-by-side due to a DES mandate on the bridge. They talked about the Lot Size Averaging Zoning Amendment and the opposition to it that is stirring.

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

Heritage Commission –Doug Ring: The last meeting was postponed due to the weather.

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

Recreation Committee –Steve Neill: Mr. Neill advised that most of the meeting was spent listening to the Director speak on issues and future plans.

OTHER BUSINESS:

Jon LeClair: Mr. LeClair wanted to say a few things as this is his last Selectboard meeting. At the Town Meeting and other places where he has been recognized for his service he has not recognized the people he has worked with.

Steve Neill - he cannot say how much he has appreciated working with him over the years; they have had a good working relationship, he is an asset to the Town and he has been a good member of this Board.

Dave Edkins has made the Selectboard’s life easy compared to what it used to be when he was first on the Board. Mr. Neill echoed that. Mr. Edkins has been an asset to this Town. Mr. LeClair appreciates everything he has done and he has made their lives easier. Mr. Edkins returned the compliment by stating that it has been a pleasure working with Mr. LeClair.

Doug Ring - Mr. LeClair mentioned that Doug Ring was the new member this year. He defeated Brenda Ferland for the seat. They were told that they were given a mandate this year for making hard decisions and that the silent taxpayers had spoken by electing Doug Ring. One thing he would like to say is that he has been disappointed in Doug’s performance as far as attendance of Finance Committee meetings. He managed to make

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the first one and the last one but nothing in-between. One of the Selectboard's responsibilities is the development of the budget and maintaining the budget for this town. His lack of participation in that was very evident in this process. He guesses that when the silent taxpayers elected Doug they got what they got.

Mr. Ring told Mrs. Clark that he would be present all day during the voting on Tuesday, March 9th.

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 (c) Reputations. Mr. LeClair seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 8:28 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 March 17, 2010, Selectboard meeting.)