

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
APRIL 21, 2010**

Selectboard Present: Brenda Ferland (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
Regina Borden – Recording Secretary

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

MAIN / SUMMER STREET:

Mrs. Ferland advised that prior to this meeting the Selectboard met at 6:30 PM for a Site Visit at the Main/Summer Street Intersection. There is a problem with parking around the store/apartment building especially on the north side. Most residents feel the traffic flow was better the way it was. Mr. Neill felt the first issue is the parking because if a decision is made to go back to two-way traffic the divider line will be impacted by the width of the road. There is a safety issue on Ralph's side of the building because when vehicles back out there isn't a lot of room. Should parking be eliminated on one or both sides of the building? Mr. Ring felt there should be a divider line at least at the beginning on the north side of the building to show people where they are going; most vehicles seem to be in the middle. He would object to taking parking spaces away from either business but would be in favor of putting it back the way it was until they have a good plan. Mr. Neill feels they should have a discussion with the owner of the store/apartment building; they were invited to the meeting today but did not attend. There are safety issues. Mr. Weed questioned if there is enough room by the old Town Hall to make it two-way traffic. Pictures of the area, including parking spaces, were looked at. A few options were noted. Phil Shaw said parking and traffic flow are the issues. Could the Selectboard address the traffic flow and wait on a parking decision. Mrs. Ferland explained that if they eliminate some parking spaces it will impact traffic flow. It appears that no decisions will be made at this meeting. Mr. Edkins was asked to contact Mr. and Mrs. Baraly to ask them to come to a meeting to talk about parking around their building.

MINUTES OF PREVIOUS MEETING(S):

Mr. Neill moved to approve the Minutes of the regular Selectboard meeting of April 7, 2010, 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 April 7, 2010, as printed. Mr. Ring seconded the motion. With all in favor, the Minutes were approved.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Ed Smith advised that they have been doing their directed patrols. The new cruiser is at Whelen where they are finishing the work on the lights.

Transfer Station: Keith Weed reported that spring is definitely here as the volume has picked-up significantly. He is waiting for the pick-up of the electronics; there has been a shortage of gaylords. Material is being excavated for the cement pad for the new building. Both pads will be put out for bid. Mr. Neill mentioned that Green-Up Day is Saturday, May 1st so they will be looking for one truck.

Highway Department: Keith Weed stated that they are grading the roads. When the chloride is received they might re-do some roads. They are patching potholes. Chip sealing should be done the second or third week in May. The permit for culverts on Jabe Meadow and Pecor Roads was sent to the state. A catch basin was repaired on East Street; there is a sink hole next to it. A catch basin will be replaced on Olcott Lane by the south side of the school. Two culverts on Borough Road were replaced. He just finished the spec for the reclamation and paving in Beaudry Development. Sweeping will start tomorrow and then painting will begin. Next Tuesday he will be in Lancaster for a Mutual Aid refresher course. They are getting ready to move the meter socket for the building addition; the power company might do it next week.

Last Friday he went to Manchester for a seminar on street signs. The law is changing. On all roads that have a speed limit of over 35 MPH the street signs will have to be nine inches in height with six inch lettering. By 2010 they will have to have a complete inventory of every sign on every street and must have a plan in place on how to replace the signs by 2015 to meet the new high intensity reflectivity standards. This is an unfunded federal mandate. It will cost Charlestown about \$60,000 to come into compliance.

An employee has submitted his resignation; the opening will be advertised.

Joan Kuncik advised that when cars go around the corner by her house they hit the remaining part of a post that is sticking up and are driving onto her property. When there are heavy rains she ends up with a “lake”. She asked Mr. Weed if he had a chance to look at the area but would prefer not to have another post put up.

Mr. Neill mentioned that at the last meeting Mr. Smith raised the issue of the wash-out on the road adjacent to the Gristmill remains. Mr. Weed looked at it; it can be fixed by bringing in some loads of gravel/dirt or a berm can be put on the Class VI road. Mr. Edkins noted that the wash-out is on private property but Mr. Neill said it is still a safety issue and is affecting the town’s Class VI road. It was determined that a berm would keep people out of the washed-out area but Mr. Meyer could still go around it.

Fling Road Bridge: Mr. Edkins received word that the State will pay 100% of the Fling Road Bridge project following the decision that the federal funding was withdrawn because the existing bridge is not 20-feet long. It might be possible to address that wash-out issue (see above paragraph) in the course of dealing with this project. The State will pay 100% of the project up to \$341,250; after that the state will split the balance with the town on an 80%-to-20% basis. They are ready to put it out for bid. There was a consensus to move forward with this as soon as possible.

Bid Recommendations: Mr. Weed recommends acceptance of the following low bids which were opened at the last meeting:

- Line Striping – Poirier Guide Lines;
- Chip Sealing – All States Asphalt, Inc.;
- Street Sweeping – Granite State Lawn Care.

Mr. Neill moved to approve Mr. Weed’s recommendations for the Line Striping, Chip Sealing and Street Sweeping. Seconded by Mr. Ring. With all in favor, the motion was approved.

Plow Wing: Mr. Weed received five bids for the plow wing for the new truck. His recommendation is to accept the bid from Osgood Welding.

Mr. Neill moved to accept the bid from Osgood Welding in the amount of \$54,303.00 for this piece of equipment. Seconded by Mr. Ring. With all in favor, the motion was approved.

Water and Wastewater Departments: Dave Duquette reported that the flushing of hydrants is complete. They broke one that will be a tough job to repair; water will be shut off in that part of the system (Main Street to Olcott Lane, Elm Street and Paris Ave.). He will need Police Department assistance as they will be working in the road in the early evening. It will be done later this summer as it takes time to make preparations. Mrs. Ferland asked that he contact the Fire Department. Mr. Duquette asked the Selectboard how they want to handle road paving for the Old Claremont Road water line extension. He plans on doing it the last week in May or early June. Mr. Neill recommended that Mr. Weed include this portion of road with the other paving bids as an option.

Mr. Duquette received a new permit for the treatment plant but it is quite stringent. There are many new rules and mandates. Because of endangered mussels in the river they will have to do more testing. They are taking the collection system and moving it into the treatment plant. It is a lot of added work, reports and costs. The Selectboard has three weeks or until May 7th to review it and make written comments.

Mr. Duquette will be on vacation from Thursday, April 22nd through Monday, May 3rd.

Town Treasurer: Joan Kuncik, Town Treasurer, requested that the Selectboard authorize a Tax Anticipation Note (TAN) in the amount of \$500,000. Monies are not coming in very well at this time.

Mrs. Ferland moved to authorize the Treasurer to borrow \$500,000 on a 90 day Tax Anticipation Note from the Connecticut River Bank. Seconded by Mr. Neill. With all in favor, the motion was approved.

PUBLIC COMMENT:

Tim St. Pierre: Tim St. Pierre attended the last meeting about a sewer issue at his home at 8 Park Street. He is looking for a solution to the problem; it is the town's line. This was the third incident in five years on that property. He asked if there is a plan for repairing the line and a regular maintenance plan to have that line maintained. Mrs. Ferland felt they could look at some maintenance but they have not discussed a major project. She suggested that he get a plumber to look at his part of the line and to look at the back flow preventer. Mr. St. Pierre said his concern is that it seems to be a spring time issue; maybe there is ground water running into the sewer. This could be a serious problem.

SELECTBOARD COMMENT:

Legislative Issues: Mrs. Ferland went to Concord to testify on the Bill regarding burning. The State DES also testified; they realize that it will be an added expense to the towns so it is extended out to 2014. It appears that the towns can continue to burn clean wood.

The Local Government Center was going to testify on dropping the percentage of the interest on delinquent taxes. The towns will not benefit if this passes.

Mr. Edkins has been watching the new rules on stream crossings; it will be an unfunded mandate by the State. DES is under pressure to withdraw this one.

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 Orders were approved and signed by the Selectboard: 1) Police –Gateway Motors– new cruiser \$17,527.00; 2) Fire –United Divers, Inc. \$644.65; 3) Highway –Lane Construction Corp. \$732.54; 4) Highway –Dale's Radiator Repair \$650.00; 5) Wastewater –Nickerson Electric \$1,500.00 for the Muffin Monster installation; 6) Cemeteries –R.N. Johnson, Inc. \$3,300.00; and 7) Highway –Staples \$610.94.

Vouchers: Three Vouchers were signed as follows: 1) \$40.00; 2) \$24,750.43; and 3) \$21,382.44.

Elderly, Disabled and Veterans Exemptions: The Selectmen will review and take action on the Elderly, Disabled and Veterans Exemptions at a later date.

Abatement: The following Abatement was approved: 1) Forcier – Water bill on River Road to abate interest.

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Current Use: After reviewing an application for Current Use there was a consensus that the map was not drawn to scale, therefore it was passed over at this time.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Notices of Intent to Cut: The Selectboard approved the following Notices of Intent to Cut: 1) Roger Williams property on the Borough Road; 2) Don Blanchflower on Route 12-A; and 3) David Reinhart property on North Hemlock

Notice of Intent to Excavate: The Selectboard approved the Notice of Intent to Excavate for the Morway property on Unity Stage Road.

Warrant for Gravel Tax Levy: The Selectboard approved the Warrant for Gravel Tax Levies in the amount of \$2,602.42 for various property owners in Town.

Hawkers & Peddlers License: The Selectboard approved and signed a Hawkercs & Peddlers License for Mike Beaulieu. He will be reminded to not set up until after the Memorial Day service has concluded.

Permit to Use the old Town Hall: The Selectboard approved and signed a Permit to Use the old Town Hall with alcohol consumption for Karen Putnam for a bridal shower. This was also approved by the Police Chief.

CORRESPONDENCE:

Recreation Committee: The Selectboard received and accepted a letter of resignation from Steve Neill as an elected member of the Recreation Committee.

ADMINISTRATIVE ASSISTANT'S REPORT:

Water and Sewer Rates and Connection Fees: There was a consensus of the Selectboard to schedule a Public Hearing on the Water and Sewer Rates and Connection Fees for the next meeting. This is being proposed where negligence of the property owner results in a significant loss of water. These are based on recommendations of the Town attorney.

Silver Star Banner Day Proclamation: The Selectboard had signed the Silver Star Banner Day Proclamation back in the fall but it was kept in the folder as it is designated for May 1st, 2010. Copies will be attached to these Minutes, publicly posted and placed in the Our Town.

Town Roster: Mr. Edkins mentioned that each year the Local Government Center asks for a roster of the various Town officers. This year they are also asking for personal email addresses. The Selectboard asked Mr. Edkins to leave their addresses off as he sorts out the various documents for them. Their preference was to leave the list as is.

Ray Burton: Executive Councilor Ray Burton will be in the Town Hall at 7:30 am tomorrow.

Local Government Center Dinner: Tomorrow night the Selectboard members, Dave Edkins and Jessica Dennis will be attending the LGC dinner in Hanover.

Historical Society: The Historical Society would like to meet with the Selectboard in a non-public meeting. This was scheduled before the next Selectboard meeting on May 5th at 6:30 PM.

Old Acworth Stage Road: At the last meeting Mr. Foster raised the question of putting up a fence on this Class VI road to slow down the increased traffic. Mr. Neill and Mr. Weed looked at the area. Their conclusion was that there is no need for a gate even though improvements were made on a portion of the road. It was noted that these improvements were not made by the Town but by private landowners along the road.

COMMITTEE REPORTS:

Conservation Commission – Steve Neill: Mr. Neill reported that the Commission met last night. Green-Up Day is Saturday, May 1st; the meeting area is at the Fire Station at 8:00 am. John Taylor from the Upper Valley Trails Program made a presentation on hiking trails and non-motorized trails and what they can provide for maps, etc. He will take the Charlestown map and put it into their system with comments on what one might see on the trails, historical sites, if it is an easy or a difficult trail etc. There is no cost involved. The CC was in favor of participating. On Adopt-A-Highway-Day they had 22 people working on Route 12 between the Lions, ROTC and other volunteers; they collected 104 bags. There was discussion about putting a gate on the entrance to the Connecticut River State Forest. The State Forester had a picture of what would be accepted but the CC does not have that kind of money to spend on the specific type of gate. He felt they should look at the comments made by Pat O’Hearne at a previous meeting because it might relate to what she talked about; that it is a road of record and should not be gated. The Commission did not have any problem with Mr. Weed’s permit for culvert work on the south end of town. He asked Mr. Weed for use of a truck on Green-Up Day and asked Police Chief Smith for the officers to patrol the areas being worked on. Dick Holmes will be able to tell the Chief where the people will be on Saturday morning.

CEDA – Brenda Ferland: They have not yet met this month.

Planning Board – Steve Neill: The last meeting was cancelled because there was no old or new business on the agenda.

Solid Waste Committee – Brenda Ferland: Mr. Weed asked Mrs. Ferland to schedule a meeting soon, as there are some long range issues to discuss.

Heritage Commission – Doug Ring: They have not yet met this month.

Highway Advisory Board – Brenda Ferland: Mrs. Ferland advised that they met last night. Cedric Fisk will be the Chair. Mr. Weed provided an up-date. Mrs. Ferland talked about the Capital Improvement Program Committee (CIP) as they hope to meet soon. In the meantime she felt the HAB members could take a look at the various roads. Mr. Weed will get them information on the equipment. Their next meeting is scheduled for Monday, May 24th.

Recreation Committee – Doug Ring: They have not met since Mr. Ring’s last report.

Capital Improvements Program Committee (CIP) – Brenda Ferland: Mr. Edkins reported that their organizational meeting will be held on Thursday, May 13th at 6:30 pm in the Community Room.

OTHER BUSINESS:

Police Department Building: Mr. Edkins distributed information on the specs to-date for the new police building. Warren Stevens of M & W Soils reviewed them and his comments are available. A Site Plan was done by Travis Royce at Landmark Land Services. They need to get this ready to go out for bids. Bud Von Ahnen offered to over-see the building on a daily basis. The Selectboard supported Chief Smith's request to send out letters to large corporations requesting donations. A local donor list is being compiled.

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 (c) Reputations. Mr. Ring seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 9:20 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Approved,

Brenda L. Ferland, Chair

Steven A. Neill

Doug Ring

(**Note:** These are unapproved Minutes. Correction, if necessary, may be found in the Minutes of the May 5, 2010, Selectboard meeting.)