

**TOWN OF CHARLESTOWN  
SELECTBOARD MEETING  
MAY 5, 2010**

Selectboard Present: Brenda Ferland (Chair); Steven Neill, Doug Ring

Staff Present: David Edkins – Administrative Assistant  
Keith Weed – Highway Superintendent  
David Duquette – Water & Wastewater Superintendent  
Ed Smith – Police Chief  
Sandy Perron - Librarian  
Regina Borden – Recording Secretary

**CALL TO ORDER:** Mrs. Ferland called the meeting to order at 6:30 PM.

**NON-PUBLIC SESSION – RSA 92-A:3 II (d):**

**Mr. Ring moved to enter into a Non-Public Session pursuant to RSA 92-A:3 II (d) Personnel - Hiring. Mrs. Ferland seconded the motion and, on a roll call vote with Mr. Ring and Mrs. Ferland in favor, the motion was approved. Mr. Neill stepped off as a Board member.**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Mrs. Ferland called the regular meeting to order at 7:06 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.

**MINUTES OF PREVIOUS MEETING(S):**

**Mr. Neill moved to pass over the Minutes of the Non-Public and regular Selectboard meetings of April 21, 2010 until the next meeting as they were not read by all the Board members. Mr. Ring seconded the motion. With all in favor, the motion was approved.**

**DEPARTMENT HEAD REPORTS:**

**Water and Wastewater Departments:** Dave Duquette advised that the department employees did a good job while he was on vacation. They repaired some meters in the system for various reasons. He displayed and explained a preliminary plan for the Blueberry Mobile Home Park water line extension; he would like to put fire hydrants every 500 feet along the way to make it a legal separation for the Fire Department. Because there are not many houses in that area they could spread them out further however there is potential for building in the future. He talked to Keith Weed about two telephone poles next to the road; to resolve the issue he is proposing two small trench cuts past them. Mr. Neill does not want them to cut corners. Mr. Edkins noted that there is a CDBG grant to cover about one-half of the cost; if the project is going to go over that amount the owner could just walk away. The owner is committed to about \$250,000; the town's portion is the same. Mr. Duquette noted that it will require a Wetlands Permit so this project will not be done until the fall. They also need permission from National Grid

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for an encroachment of the pump station into their power line easement. Mr. Weed is okay with the trench patching; Mr. Duquette will keep it as tight as he can.

Mr. Duquette asked the Board members for their comments on the proposed Permit for the Wastewater Treatment Plan. The Selectboard approved having him send back the document as well as his comments.

**Police Department:** Police Chief Ed Smith reported that the new cruiser is on the road. All the guys have tried it out. The power company has been working at the intersection of Sullivan and Main Streets. They are paying the Town for the special detail. Chief Smith has been exploring grant options for the communication tower and equipment for the new station; he continues to explore.

**Transfer Station:** Keith Weed reported that he is still waiting for the company to pick up the electronics. They cannot find the gaylords; there are other options. They were going to screen compost tomorrow but with a rain forecast it will be put off for a few days. Mrs. Ferland will set up a date for a meeting of the Solid Waste Committee soon.

**Highway Department:** Keith Weed noted that they placed the earth berm along the Class VI road that Mr. Smith told the Selectboard about but they did not close it off completely. They are caught up on pot-hole patching. The line painting was done; there will be an extra charge for some added work on the Main Street crosswalks. They came in on Saturday and picked-up the trash from Green-Up Day; there was quite a bit so it was finished on Monday. He finally was able to get the EPA stormwater report in before the deadline; it was quite a lengthy process. The pipe was capped off at the gravel pit; they will monitor it and try to eliminate that process with EPA. Osgood Construction was supposed to be here tomorrow for the Michael Avenue project but it might be postponed because of rain. They plan to grade the roads again. The street sweeper is back; there were some issues with the performance so it is being done over again at no charge. The electric service was moved for the new building addition; there is a new disconnect outside. The sewer line from the street into the building was done last week. Monday at 10:00 am there is a mandatory pre-bid meeting on the Beaudry Development re-surfacing project. Bids are due on May 26<sup>th</sup> at 3:00 PM. Mr. Ring asked Mr. Weed about the Kuncik property. Mr. Weed advised that they will pull up the three posts. Her property is lower than the road so he does not know what they will do about it. The posts were put in there a number of years ago to keep traffic off her property.

**Library:** Sandy Perron, Librarian, advised that they have opted to apply for another USDA Grant; this time for equipment and services. They need to replace the computers that were given to the Library by the Gates Foundation seven years ago. Users are no longer happy with them. They would like to replace four computers and purchase two new ones. This will require purchasing one new table and four single computer stations; some software and re-wiring will need to be done. In addition they would like to purchase shelving to replace the wooden ones. They are not asking the Town for any money; this time it will come out of the Technology Trust Fund that is managed by the Trustees of Trust Funds. If they do not receive the grant they will only purchase what the

Trust Fund will cover. Mrs. Ferland signed a letter of support for the grant on behalf of the Board.

**PUBLIC COMMENT:**

**Dick Holmes – South Charlestown:** Mr. Holmes and several of the neighbors were present. Mr. Holmes said it is the second anniversary of the mobile home being moved onto a lot in their neighborhood. On a picture he displayed that the door is now off; the building is not secured. The owner did remove the barrel quite some time ago. A fact sheet was submitted for the Board's information. The property has no well, septic system or driveway permit. Since the initial brush cutting before they moved the home on the lot nothing has been done. There are tires on the lot. Since the roof was put on by a court order, nothing else was done. Any Building Permit the owner might have had is now null-and-void. They are asking that the trailer be moved down to the owner's mobile home storage lot on Wetherby Road and that nothing else be moved onto the property without the proper site work. Mr. Edkins noted that at this point they could order the owner to move it as it does not comply with any requirements. Following a discussion it was agreed to have Mr. Edkins start with a letter giving the owner 15 days to remove the trailer off the property; this will start the legal process all over again.

**Duane Wetherby – South Charlestown:** Mr. Wetherby lives on the other side of the mobile home; he does not have anything against the owner or mobile homes but does have a problem with the Town. He had previously submitted pictures of the mobile home and tires on the Poisson property. He has been here several times since the trailer was moved in and cannot get anywhere. He had copies of inventories and the taxes. He filed for an Abatement but it was denied; he never got any answers. How or where does he get some answers? He would like to see a report; he pays taxes. Mr. Edkins noted that an Abatement is a request to have taxes lowered; it is not usually the process to ask questions. The abandoned mobile home on the property near him now has no door, no skirting, there are tires there. He feels he cannot get anybody's attention. He called the Health Officer and she did not return his call but Mrs. Ferland advised that she did do an inspection and wrote a report. Is there a limit on the number of mobile homes that Mr. Poisson can have on his Wetherby Road property. Mrs. Ferland responded that the Planning Board gave him permission to run that business. Mr. Edkins did not believe a number was specified. Mr. Wetherby said when the mobile homes are moved back-and-forth they leave metal, nails, wood, etc. on the road. Kara Wetherby Ferri lives on the road also and confirmed this. Mrs. Ferland will try to get some answers for him; he requested a copy of the report.

**Conservation Commission:** Dick Holmes, on behalf of the Conservation Commission, thanked Keith Weed and the crew for coming out on a Saturday morning to help them during Green-Up Day. There seemed to be more trash than in past years; there was a lot of big stuff this year; 70 to 75 tires were brought in.

**Glenn Foster – Acworth Stage Road:** Mr. Foster was before the Selectboard a few meetings ago inquiring about putting up a gate on the Old Acworth Stage Road. He was told that he couldn't put up a gate to slow down the traffic. Mr. Edkins had given him a

copy of the Minutes from that meeting and a copy of the Statute that states that a gate cannot interfere with traffic. Mr. Neill and Mr. Weed looked at the area and they did not feel a gate was necessary. The work done on the other end of the road was done without Selectboard knowledge therefore a letter will be sent to all abutters on that road reiterating the necessity of them notifying the Selectboard of any repairs. The Town will not spend any money on that bridge; it is not the Town's responsibility to maintain that road. Emergency services are not required to provide assistance unless they feel the roadway is safe enough. Mr. Foster asked for permission to clean the ditches as he did four years ago. Mr. Weed approved this request.

**Phil Shaw – Summer Street:** Mr. Shaw came to this meeting with the intention of having the Selectboard resolve the Summer Street issue. Mr. Edkins was not able to reach Mr. & Mrs. Baraly to request that they attend this meeting. Mrs. Ferland said the Selectboard will give it one more try but if they do not meet with the Selectboard they will try to reach a resolution. They want to try to work with the businesses.

**Ernie Parsons – Summer Street:** Mr. Parsons moved to Summer Street in 1977. When he moved there traffic went up and down on Ralph's Supermarket side but on the other side of the Baraly building the traffic only went one way. He doesn't want to see businesses lose business or parking spaces but somewhere there needs to be cooperation. He thinks it can be resolved if all parties cooperate. There ought to be a pedestrian lane on the south side of the video store.

On Main Street there are no receptacles for rubbish but there should be. He picks up things but there is no place to put them. Mrs. Ferland explained that there used to be receptacles but people were putting their household trash into them. They will consider looking for different containers so bags of trash cannot be put in them.

**SELECTBOARD COMMENT:** None.

**OLD BUSINESS:**

**Fling Road Bridge:** Mr. Edkins mentioned that the engineers are looking to put this project out to bid next week; bids are due on June 8<sup>th</sup>, 2010.

**New Police Department Building:** Mr. Edkins can put together an advertisement for bids but would like to be sure everything is included; decisions need to be made. There was a consensus to have a meeting on Monday, May 10<sup>th</sup> at 4:30 pm with the Selectboard, Mr. Edkins, Chief Smith, Bud Von Ahnen and Roger Thibodeau.

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

**Purchase Orders:** The following Purchase Orders were approved and signed: 1) Transfer Station – Charlestown Cornerstone LLC for excavator rental \$520.00; 2)

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Highway – Rick’s Electric \$1,800.00; 3) Highway – Class A Auto and Truck \$750.00; and 4) Transfer Station – Overhead Door of Rutland \$1,945.00.

**Warrants:** The Warrant to Collect Water and Sewer Fees in the amount of \$326,588.18 was approved and signed.

**Abatements:** Abatements were approved as follows: 1) Joyce Szalucka on Acworth Road; Louella Snide on Eaton Street, Daniel Merrill on the South Hemlock Road; and Vincent and Virginia Jordan on Main Street.

**Veteran and Elderly Exemptions:** Several Veteran and Elderly Exemptions were approved and signed.

**Intent to Cut:** A Notice of Intent to Cut was signed for the State Forest property accessed by a right-of-way across the Robert Frizzell property off the Borough Road. There was discussion relative to posting a bond in the event there is damage to the town’s posted bridge. Mr. Neill suggested that before the signed paperwork is turned over to them a letter should be written to the logging contractor requesting that a bond be posted in the amount of \$300,000 to \$350,000. The Town will not release the paperwork until an answer is received.

**Intent to Cut:** A Notice of Intent to Cut for Patrick Thomas was approved and signed by the Selectboard.

### **APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:**

**Junk Yard License:** A License for a Junk Yard was approved and signed for Class A Auto and Truck at 1176 River Road.

**Hawkers and Peddler’s License:** A Hawkers and Peddler’s License for Alex Mueller to operate a mobile food truck was approved and signed by the Selectboard.

**Cemetery Certificate of Internment:** A Cemetery Certificate of Internment for Pinecrest Cemetery was approved and signed.

**Recreation Department:** Christine Cheney has withdrawn her request to be reappointed to the Recreation Committee.

### **CORRESPONDENCE:**

**Ray Denault – Emil Avenue:** A letter was received from Mr. Denault relative to a safety issue. There is a large bush on the corner of Michael Avenue and Thomas Avenue that blocks the view of traffic. He would like to see it removed or cut back. Mr. Weed noted that it is beyond the ditch; the plant does block the view. He will ask the owner to trim it.

**ADMINISTRATIVE ASSISTANT’S REPORT:**

**Health Insurance:** Mr. Edkins received a call from the Health Insurance Company as they had received an inquiry from an employee about adding domestic partners to the insurance plan. Charlestown has never provided this coverage before therefore the Selectboard agreed that since they are not required to provide the coverage they will not do so.

**COMMITTEE REPORTS:**

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

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

**Planning Board – Steve Neill:** Mr. Neill reported that the PB met last night. They reviewed plans for the Police Station. One thing that came up that had not been considered was an extension of the sidewalk for people to be able to get from the end of the Fire Station to the Police Station. They would like to see plans when they are developed for lighting and landscaping. They also raised the issue of exterior lighting. There are items that still need to be addressed. The question of the Town adopting some property tax exemptions for solar, wind and wood-fired central heating systems came up. Mr. Neill said it would affect the tax base. There was discussion about the history of the PB for the new Town History.

**Solid Waste Committee –Brenda Ferland:** They are in the process of scheduling a meeting in the near future.

**Heritage Commission –Doug Ring:** Mr. Ring missed the last meeting. The genealogy forms are still coming in; they would like to close this off in July. Six students from the Charlestown Middle School will go on to the Essay Contest; at the next meeting they will have the awards ready for that. The cannon is being worked on; Mr. Van Velsor is trying to get it rigged up so it can be pulled in the Old Home Days festivities. They are working on welcome signs to be placed at the entrances to the village. Placing benches on Main Street came up again.

**Highway Advisory Board –Brenda Ferland:** They have not yet met this month.

**Recreation Committee –Doug Ring:** Mr. Ring reported that they had a lengthy meeting last night. Gabe Bailey was appointed as the Chair. There is still one vacancy on the Committee. They were working on the softball field. The committee would like to name that field after Laurie St. Pierre (Laurie St. Pierre Field). She put a lot of time and work into that field. Mr. Neill recommended that they discuss this again under Other Business at the next meeting. The committee has been asked to keep the concession stand open during Old Home Days. There is no summer soccer as of now until they find more coaches but there will be fall soccer. Heidi Westover ran in the Boston Marathon and came in 13<sup>th</sup> in her age group; he felt there should be some recognition as she works for the Town. Mr. Edkins was asked to write a letter to recognize her accomplishment.

**Tennis Courts:** Mr. Ring mentioned that with the help of Keith Weed a cement barrier was put up by the tennis courts. The Recreation Committee will be posting signs soon to ask that all skate boarding stuff be put off to the side when not in use. Tennis nets will be put up soon.

**CIP Committee –Brenda Ferland:** This committee will meet on May 13<sup>th</sup> at 6:30 pm in this office.

**OTHER BUSINESS:**

**Public Hearing:** There will be a Public Hearing on May 19, 2010, at 7:00 pm on a proposed amendment to the water and sewer rates when owners neglect their properties resulting in the loss of water.

**Town Clerk:** Mr. Edkins advised that Debra Clark has issued Tax Deeds on several properties due to delinquent taxes.

**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 (b) Personnel - Hiring. Mr. Ring seconded the motion and, on a roll call vote with all in favor, the motion was approved.** The time was 9:00 PM.

**Regular Meeting:**

Mrs. Ferland called the resumed meeting to order at 9:47 PM.

**State Revenues:** Mr. Edkins mentioned that the State Legislature is looking to cut more revenues to the towns. They have also proposed a bill that would force the NH LGC risk pools to return “excess” premiums to the Towns. The Bill does not contain any formula to determine what “excess” means. Mr. Neill recommended that Charlestown support the LGC position and not the legislatures.

**Safety Issue:** Mr. Ring saw one of the cemetery workers get off the lawn mower yet it was still running; that is a safety issue. Mr. Neill was cut off when the driver of the cemetery truck just came right out of St. Catherine’s Cemetery. Mr. Edkins has talked to Mrs. Sargent about a few issues.

**Bakery Building:** The Cemetery Trustees office will be moved into the Bakery Building and the Recreation Committee will be moved into that vacated space in the Town Hall. This is being done because Mrs. Sargent quite often works in the Bakery Building where some cemetery records are kept.

**Adjournment:**

**Mr. Neill moved to adjourn this meeting. Mr. Ring seconded the motion. With all in favor, the motion was approved.** The time was 10:02 PM.

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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 19, 2010, Selectboard meeting.)