

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JUNE 2, 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
Scott Hagland – Recreation Director
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.

MINUTES OF PREVIOUS MEETING(S):

Mr. Ring moved to approve the Minutes of the regular Selectboard meeting of May 19, 2010, as printed. Mr. Neill seconded the motion. With all in favor, the Minutes were approved.

Mr. Ring moved to approve the Minutes of the Non-Public Selectboard meeting of May 19, 2010, as printed. Mr. Neill seconded the motion. With all in favor, the Minutes were approved.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Ed Smith reported that the department assisted with the Memorial Day parades. He had four calls reporting fires that day; it was the haze as the result of the Canadian fires. The biggest issue was the attempted armed robbery in Drewsville that is on-going. Next Thursday, June 10th, is the Torch Run that starts at 6:00 am and goes toward the T-Bird in Claremont. Donations are greatly appreciated; they may be dropped off at the Dispatch desk.

Transfer Station: Mr. Weed advised that they will put in the conduit tomorrow for the new building and then the road will be re-paved.

Highway Department: Mr. Weed reported that last week they had the bid opening for the Beaudry Development road re-surfacing. Pike Industries was the only bidder. He submitted and explained his break-down of the roads and costs. Because of budget constraints the five roads were broken down for separate bids. The priority roads were: Michael, Emile, David, Coral and Thomas Avenues. In addition there were cost estimates for additional work if funding was available. Mr. Neill liked option “C” that included: Michael, Emile and David Avenues plus the Old Claremont Road (reclaim),

Dell Street, Mt. View Road, Jeff Drive and Snumshire Lane if they can negotiate the figures with Pike.

Mr. Ring moved to approve Mr. Weed's projected recommendation of Package "C" as listed but to take off roads from the bottom up depending on the money flow after negotiating with Pike for the paving and reclaiming as needed for the amount of \$261,499.35. Mr. Neill seconded the motion. With all in favor, the motion was approved.

Mr. Weed advised that the dirt roads were graded; chloride will be here next Tuesday. South Hemlock Road was chip sealed in one day; pot-hole patching was done last week; the company doing the sweeping came back to do Main Street. Sometime next week they will work on the pipes for the bathroom in the new building. The loader was repaired; they replaced some other parts while it was apart.

Mrs. Ferland noted that the Highway Advisory Board has concerns about highway, water and sewer vehicles left idling while they are on the job. Mr. Duquette said the water and sewer vehicles have to be running if the lights are on when they are working in the streets. Mr. Weed felt they could pay more attention to this fact.

Mr. Ring stated that there is a good sized dip off Lovers Lane above the Senior Housing; Mr. Weed said it is a bigger issue than putting more asphalt in it but will look at it again.

Water and Wastewater Departments: Mr. Duquette reported that they started the Old Claremont Road water line. He did the toxicity sampling and ground water monitoring. He would like to put the new front door for the Wastewater Facility out for bid.

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 7:24 PM.

The regular meeting resumed at 8:04 PM.

PUBLIC COMMENT: None.

SELECTBOARD COMMENT:

House Bill 1267: Mrs. Ferland advised that HB 1267 relative to Hawkers and Peddlers licenses was passed but they are waiting for the Governor to sign it. She wanted everyone to watch for the changes.

Town's Web Site: Mrs. Ferland noted that Kelly Stoddard would like the Department Heads to inform her of up-coming events as they should be on the Town's web site. If they are unable to reach the Town Clerk's office by phone they can use e-mail.

OLD BUSINESS:

Summer Street: The Selectboard acknowledged receipt of a new scenario for Summer Street from Police Chief Ed Smith. Summer Street could be blocked off just beyond the Town Hall and Church with two barricades which would make it a dead-end street. Two handicapped parking spaces would be designated by the barricades. There was a consensus to schedule a Public Hearing for the next meeting on Wednesday, June 16th and that each property owner on Summer Street will receive a written notice.

Police Station: Mr. Edkins sent out an Addendum to the bidders on the Police Station. There appear to be to six potential bidders. The bid opening will be next Wednesday, June 9th at 4:00 PM.

Fling Road Bridge Project: On Tuesday, June 15th at 2:00 PM there will be a bid opening for the Fling Road Bridge Project.

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

Purchase Orders: The Selectboard approved and signed the following Purchase Orders: 1) Water –Ferguson Waterworks \$897.44; 2) Highway –C.P. Welding and Boring \$540.00; 3) Highway –NOCO \$991.24; 4) Highway –Cold River Materials \$1,191.78; 5) Highway –Cold River Materials \$907.29; and 6) Highway -Cold River Materials \$1,154.98.

Vouchers: Vouchers were approved and signed.

Agreement: The Selectboard approved and signed a Service Agreement with G-4 Communications to move the Cemetery Department phone line to the Bakery Building. Mr. Neill requested that they do this in the least expensive way. Mr. Duquette no longer uses his phone line in the Bakery Building.

Abatements: The Selectboard approved and signed two Abatements as follows:

- Robert and Ruth Bushway – Water & Sewer; they have two meters and were double billed.
- Richard and Rachael McCuster – They applied for a deferral and an abatement. This is for interest and penalties.

Exemption: A Disabled Exemption application was denied on the grounds that the applicant does not qualify under the rules governing the program.

Notices of Intent to Cut Wood or Timber: The Selectboard approved and signed the following Notice of Intent to Cut Wood or Timber for Kevin Hall on Calavant Hill, Map #202, Lot #005.

The Selectboard put a Notice of Intent to Cut Wood or Timber on-hold for James and Linda Seymour on Calavant Hill pending the owner's authorization.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Patch Park: The Selectboard approved and signed a Permit to Use Patch Park with alcohol for Diane Milliken for a family reunion. Chief Smith also approved this.

CORRESPONDENCE:

Osgood Construction: A letter to Cheryl Boardman at Osgood Construction was signed confirming that the work they did on Michael Avenue has been completed to the satisfaction of the Town of Charlestown. They are requesting that the Performance Bond be released. Mr. Weed advised that there were no sub-contractors; they did everything they were required to do. Charlestown supplied the materials.

Capital Improvements Plan: Mr. Edkins reminded the Selectboard that if they have any Capital Improvement type projects they would like to include they should let the committee know about them.

ADMINISTRATIVE ASSISTANT'S REPORT:

Owner Unknown Properties: Mr. Edkins noted that the Selectboard has been talking about clearing up some of the so-called "owner unknown" properties on the tax maps. Off the South Hemlock Road there is a long, narrow strip of land that apparently is an old Class VI road that they have asked the mappers to identify as such but they asked if the Selectboard would like to name the road. There was a consensus to name it "Metcalf Lane". Mr. Metcalf served this Town well in various ways for many years.

Whelen Engineering: Mr. Olson talked to Mr. Edkins about widening Industrial Drive to make it two lanes but he would like to have the Town's permission to do so. Mrs. Ferland's concern is that if they have the extra lane they will never stop there. Mr. Neill would approve the request provided it meets the Town specs. Mr. Weed had no problem; there is plenty of room to do it. Mr. Ring felt it would be nice for emergency reasons and to have traffic coordinated correctly.

Mr. Ring moved that the Selectboard approve this request as long as the construction meets the Town specs and that the Town incurs no costs. Mr. Neill and Mr. Ring were in favor. The motion was approved by a 2-to-0 vote. Mrs. Ferland abstained.

OTHER BUSINESS:

Patch Park: Scott Hagland asked if the Recreation Department could have speed bumps put in going into Patch Park. They stop as many speeders as they can but something should be done. Mr. Neill recommended that Chief Smith ask his officers to do some enforcement and write some tickets. Speed bumps are a safety issue, a maintenance burden and some vehicles simply go around them by going on the lawn.

Town Pool: Mr. Edkins asked Mr. Hagland to let him know when the diving board is set as the insurance company will be doing an inspection this year.

Signs: Chief Smith asked the Selectboard if they would like him to talk to the owners who have signs on the island by the Acworth and Old Claremont Roads as he is also getting complaints. It is a safety issue. It was noted that Mr. Elsesser has permission to have his sign there. Chief Smith will have the owners contact Mr. Edkins.

COMMITTEE REPORTS:

Conservation Commission – Steve Neill: The Commission has not yet met this month.

CEDA – Brenda Ferland: CEDA has not yet met this month.

Planning Board – Steve Neill: The meeting scheduled for last night was cancelled due to the fact that there were no new applications.

Solid Waste Committee – Brenda Ferland: The Committee has not had a recent meeting.

Heritage Commission – Doug Ring: The Heritage Commission did meet. Mr. Ring displayed photos of the signs in North Charlestown. They would like to fix one sign coming into Town and replace one across from the Fire Station. They talked to the Rotary, Lions, and church to try to coordinate them. Commission members will come in and make a presentation to the Selectboard. The essays were done but there only were seven submitted; they are being processed for the winners. Next year they hope to generate more interest by having it on the school's calendar.

Highway Advisory Board – Brenda Ferland: Mrs. Ferland reported that they met. They talked about North West Street having a high priority with the next budget as the road should be resurfaced. They would like a list of all roads and the classifications plus all the equipment that the Town has. Their next meeting will be on Monday, June 21st at 6:30 pm in this building.

Recreation Committee – Doug Ring: They did not have a meeting because they were short of people because some were coaching. Mr. Hagland felt it would be re-scheduled for this Friday.

CIP Committee – Brenda Ferland: Mrs. Ferland advised that there will be a meeting next Thursday.

NON-PUBLIC SESSION – RSA 91-A:3 II:

Mrs. Ferland moved to enter into a Non-Public Session pursuant to RSA 91-A:3 II to discuss (b) Personnel – Hiring and (c) Reputations. Mr. Ring seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 8:54 PM.

The regular meeting resumed at 9:28 PM.

Swan Common: Mr. Hagland advised that there is a lot of skate-board equipment at Swan Common. This past week-end the Recreation Committee moved it off the court as they wanted to put up the tennis nets. They cleaned up the area. He wanted to be sure they had the right to take the skate-board equipment off the court. Mr. Neill noted that a few years ago the skate-boarders came in to talk to the Selectboard as there had been problems with them downtown on the sidewalks and parking lots so the Selectboard suggested they use Swan Common. Mr. Hagland explained that a majority of the time the young people are breaking bottles, swearing and leaving their equipment on the court. Some parents refuse to allow their children to go near that area. Mr. Neill and Mr. Ring agreed that it needs to be kept cleaned-up and there needs to be enforcement. Mr. Hagland will talk to Police Chief Smith about it. Mr. Hagland added that they might start a summer basketball league that will use that area.

ADJOURNMENT:

Mr. Neill moved to adjourn this meeting. Mr. Ring seconded the motion. With all in favor the motion was approved. The time was 9:39 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 June 16, 2010, Selectboard meeting.)