

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

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

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway 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.

MINUTES OF PREVIOUS MEETING(S):

Mr. Neill moved to pass over the Minutes of previous meetings as only one member had the opportunity to read and sign them. Mr. Ring seconded the motion. With all in favor, the motion was approved.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Ed Smith reported that the Town-wide Yard Sale Day went relatively well. The officers did a tremendous job. They had foot patrols as well as officers on bikes. The only complaints were a lack of port-a-pots and parking spaces. They are now gearing up for the Old Home Days festivities. A section of Railroad Street will be closed off. They have enough help for the fireworks and traffic flow at Patch Park on Saturday. They just finished up with six files to go to the Attorney General's office for the Grand Jury. Relative to reviewing alcohol permits at Patch Park he recently had second thoughts in approving one that was for a juvenile birthday party. He did approve it but Patch Park is family oriented, for recreation for children and the families benefiting from picnics and the river. He asked the Selectboard how they feel about stopping the policy of allowing alcohol in Patch Park. It just is not the proper place. It is open all the time even if a section of it has been reserved; kids wander around all the time. The liability is greater than any benefit. Mr. Edkins agreed with the Chief. The Town's insurance company strongly recommended against allowing the consumption of alcoholic beverages. It does not set a good example for kids. There are athletic fields, games being played, playground equipment, and the river. The Selectboard agreed. In fairness to the people that have already been granted the permits they will be honored but after this meeting no new ones will be granted.

Mr. Neill moved that the Selectboard issue no new permits for the consumption of alcohol in Patch Park after this meeting. Mr. Ring seconded the motion. With all in favor, the motion was approved.

Mr. Edkins will process a memo from the Selectboard to the office staff relative to this decision.

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Mr. Ring was out for about three hours during the Town-wide Yard Sale Day and he felt that everything went well. The committee could research having more port-a-potties for next year. There were a lot of positive comments.

Transfer Station: Mr. Weed had nothing new to report on the Transfer Station.

Highway Department: Mr. Weed signed a contract with Barrett Salt for estimated quantities as they match the State pricing. Prices have increased \$1.74/ton over last year; the price this year is \$61.07/ton. The culvert project at Jabe Meadow, Pecor Road and Cheshire Turnpike has been completed. They had four roads paved – Mountainview, Snumshire, Jeff Drive and Dell Street. Dell Street will be finished tomorrow as they have to loam, seed and do three more driveways. The Beaudry Development was paved today; there are some driveways that need to be cut back. There is shoulder work to do. Last week they were reclaiming the hill on Michael Avenue when they hit a manhole cover. They called Tom Fuller who did what he could but then they called Claremont who came in to assist. This will cost \$600-to-\$800 more than projected. The mower is lined up for the second week in August. There have been problems with the backhoe but by the end of the week the parts will be here; it is still under Warranty. A chain broke on one of the trucks. The budget line for Paving and Reconstruction will be over by about \$4,700. The Selectboard did not want to move the accounts around but preferred to leave it as is for now; the main thing is to keep the bottom line within budget.

PUBLIC COMMENT:

Heritage Commission: Eric Lutz, on behalf of the Heritage Commission, asked for the Selectboard's approval for the new signs entering the Village similar to those that were put up in North Charlestown. "Welcome to Charlestown – Est. 1740". The Rotary Club took out one of their signs. They will move another sign from one side of the dry bridge to the other side of the bridge. The NH DOT was pretty insistent about not putting the sign within the state right-of-way. He displayed a detailed sketch of what the sign will look like and the location of the signs. When the Rotary Club has more funding they would like to finish the curbing and do some landscaping to make the welcome area more attractive. Mr. Edkins suggested that the "National Register District" on the sign be changed to "National Register Historic District". He also noted that they should contact "Dig Safe" before they dig to put up the new signs. Mt. Lutz will discuss the wording change on the sign with the commission during their next meeting on Tuesday.

Police Department Building: Mr. Edkins advised that Lou Gendron from Claremont offered to donate an American Elm Tree toward the landscaping of the new Police Building. He wanted to be sure that the Tree Committee was aware of this. Mr. Ring is working with other landscapers on the scheme. October 28th is the scheduled completion date for the building.

Hubbard Forest: Mr. Weed mentioned that the timber cut in Hubbard Forest is scheduled to start on August 16th. In the State's agreement with the logger it is clarified that they cannot use the bridge on the Borough Road. Mr. Weed felt if the Town does allow them to go over the bridge they should post a bond. Mr. Edkins stated that if they agree to this it would be good to document the condition of that bridge before they start. Mr. Neill said the bond would have to be

high enough to cover the costs and to have M & W engineers document the condition. Mr. Weed noted that the woman from the State will stop the project if there are any complaints.

Dell Street: Mr. Ilves thanked Mr. Weed and the Highway crew for the good work they did on Dell Street. It looks great.

Tree Committee: Mr. Ilves advised that the Tree Committee hired a young man to do some work for them. He will start tomorrow part-time for the next six weeks; about 8 hours a week. They will have their Informational Meeting by the bulletin board on Wednesday, August 4th at 6:30 PM. They are working on two ideas for that area: 1) a fence in front with walkway openings to get through the plantings; and 2) paving blocks in front of Dan's Max Saver store with grass and sections for access. They want people to express their opinions.

SELECTBOARD COMMENT:

Patch Park: Mr. Ring was in Patch Park last Sunday and he is not impressed with the way it is being left especially on the lower end. There are 6" deep track marks on the lower level, fence posts are pulled up and trash is being left there. Last Sunday there was trash from one end to the other. Mr. Edkins noted that the permit requires that they take out their trash; a deposit is required so if they do not leave the area as they found it the Town has the right to withhold that deposit. The hard part is finding out who was the creator of the damage and trash. Unless we have somebody do an inspection after each time it is used it is hard to make accusations. Mr. Neill recommended that Mr. Edkins do a follow-up with the people that put on the play last week-end.

Police Department Building: Mr. Ring said the contractors at the new Police Department building are doing a nice job of accommodating the Fire Department and making sure that things are working well for everybody.

Mrs. Ferland noted that she just about has all her letters for donations out. Mr. Neill is making headway. He asked the other Selectboard members to let him know if they get a commitment for a cupola because there is a gentleman that may be bringing one back as he is traveling now. St. Pierre, Inc. has set up a special account to credit Norm Beaudry for their donation of soils and gravels for the Police Station project.

OLD BUSINESS:

Transfer Station: A resident requested having an account at the Transfer Station for his C&D material. Mr. Edkins said he responded with some business references but there were no credit references.

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

Purchase Orders: The following Purchase Orders were approved and signed: 1) Highway – Right Angle Engineering PLLC. For Unity Stage Road \$3,000.00; 2) Wastewater – Urban Tree Service \$525.00; 3) Highway - Right Angle Engineering PLLC for Michael Avenue \$3,190.00;

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4) Norm Beaudry Construction – Town of Charlestown for the project on the Police Department; first bill \$34,000.00.

2 State Pool – Mr. Edkins explained that the bill is okay except for the installation of six anti-entrapment covers; they were installed but will not stay in place even with duct tape. There was a consensus to put this on-hold for now.

Warrant: The Selectboard approved the Warrant for a Timber Tax Levy in the amount of \$240.42.

NH Department of Revenue Administration: The Selectboard signed a form for reimbursement for State and Federal land (State Parks). They are exempt from property taxes but they make payments in lieu of taxes.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Recreation Committee: The Selectboard appointed Gerald Best and Arthur Grenier to the Recreation Committee upon the recommendation of that committee.

Quitclaim Deeds: The Selectboard signed the two Quitclaim Deeds for the Boundary Adjustment between Norm Cobb and the Town of Charlestown. They also signed the DRA Transfer Tax Returns.

Patch Park: The Selectboard approved a Request to Use Patch Park for Teresa Rhodes for a wedding and reception and for Maria McLain for a birthday party.

Town Hall: The Selectboard approved a Request to Use the Town Hall for Amanda Reham.

Hawkers and Peddlers License: The Selectboard approved a Hawkerc and Peddlers License for a college student to sell educational books.

CORRESPONDENCE:

Veterans Credit: Jessica Dennis is going to send out letters to those residents who get Veterans Credits to be sure they are still eligible. She will also be putting a notice in the Our Town.

Joe Lessard: A letter was received from Joe Lessard requesting a meeting with the Selectboard to discuss TransCanada's abatement application. Mr. Neill asked Mr. Edkins to find out what the deadline is before they set a meeting date.

Town Hall: A letter was received from Judy Baraly regarding the Rotary Club's continued improvements to the Town Hall. They have volunteers to help them do some more painting. The volunteers will be supervised. Mr. Edkins was asked to check with Mr. LeClair on the new lead paint regulations in the event there might be some in the building.

NH Department of Transportation: Acknowledgement was made of a letter from the NH DOT to advise that they have approved the contract to the low bidder, Michael Hanson Construction, on the Fling Road Bridge for the amount of \$367,078.00. Under the terms of the

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agreement the State will reimburse the construction costs at 100% up to the amount of \$341,250.00 with the remaining amount to be reimbursed at 80%. The signing date for the contract is on Tuesday July 27 at 9:00 am.

NIMS Resolution: The Selectboard adopted the National Incident Management System as the Town's official emergency management system. A copy of the Resolution is attached for the record.

Route 12 Project: An invitation has been received to attend the NH DOT Public Hearing on the Route 12 Project next Thursday, July 29th at 7:00 PM in the North Walpole Elementary School.

Wastewater Department Treatment Plant: An advertisement for bids went out for the installation of windows and doors at the Wastewater Treatment Plant.

Community Workshop: An invitation was received from the Southwest Regional Planning Commission for a Community Workshop on Tuesday, August 10th in Charlestown to discuss additional bus service between Keene and Charlestown.

Open House: An invitation was received to attend an Open House at the Sullivan County Department of Corrections on July 29th from 1:00 to 3:00 pm. Everyone was asked to bring a canned food or non-perishable item.

New Election Laws: Mrs. Ferland and Mrs. Clark have signed up to attend this meeting in Lebanon.

Energy Technical Assistance and Planning for NH Communities: Mr. Edkins will plan to attend a meeting as there will be information on funding that will be available towards energy efficiency in Town buildings.

Greenhouse Gas Initiatives: A letter was received from Alice Sprickman, a private citizen, who is trying to get support for greenhouse gas initiatives and is urging people to contact Senator Judd Gregg.

Landmark Land Services, LLC: An estimate was received from Travis Royce concerning the survey work on Summer Street from the Town Hall property to Main Street and from the Hubbard House property to the SBM property.

ADMINISTRATIVE ASSISTANT'S REPORT:

Vacation Time: Mr. Edkins will not be in the office on Friday, July 23rd.

COMMITTEE REPORTS:

Conservation Commission – Steve Neill: Mr. Neill reported that they met last Monday night. They looked at a brochure about the Upper Valley Trails Program. In the Hubbard Hill State Forest the snowmobile club is looking to move their trail to get it off two private properties. They discussed the logging project and the bridge issue. They voted to buy 5-or-6 gallons of

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boundary marking paint to blaze the boundaries on some of the conservation easement lands. He has information on the lady at the State dealing with the logging operation. There was a newspaper article in the Valley News on July 8th about the Connecticut River Trail.

CEDA – Brenda Ferland: There have been no meetings since the last report.

Planning Board – Steve Neill: The PB did not meet last night because there were no new applications.

Solid Waste Committee – Brenda Ferland: A meeting will be scheduled soon.

Heritage Commission – Doug Ring: Mr. Ring said there was nothing else to report other than the report from Mr. Lutz earlier in this meeting.

Highway Advisory Board – Brenda Ferland: There have been no meetings since the last report.

Recreation Committee – Doug Ring: Mr. Edkins reported that they met yesterday. There were some water quality issues at the pool in the last few weeks so they talked about how to address those. A representative from the State will be here later this week to work with us. They talked about the search for the new Director. They dealt with some bills and working on the budget. They also talked about running concessions for the weekend at the Park including the fireworks and music.

Capital Improvements Committee – Brenda Ferland: Mr. Edkins said they met with Jerry Beaudry and Fire Chief Wallace on their capital improvements for the next six years.

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, (b) 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 8:39 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 August 4, 2010, Selectboard meeting.)