

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JANUARY 19, 2011**

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

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
David Duquette – Water and Wastewater Department
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 approve the Minutes of the regular Selectboard meeting of January 5, 2011 as printed. Mrs. Ferland 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 January 5, 2011 as printed. Mrs. Ferland seconded the motion. With all in favor, the Minutes were approved.

STATE REPRESENTATIVE TOM LAWARE: Mr. Laware is now available to come in to talk to the Selectboard when they have an issue. He distributed copies of the New Hampshire Municipal Association Legislative Principles that are guidelines for the State Representatives. There are not a lot of bills in yet. He co-sponsored LSR591 that will rein in some of the agencies like the Department of Environmental Services (DES) and Labor Department who make their own rules and then assess and collect their own fees and penalties instead of it going into the State funds. This will give more power back to the legislature for the flow of money. Mrs. Ferland said this has been a concern that some agencies have their own set of rules versus state law. This Selectboard supports reining in some of the agencies and mandates that cost the towns too much. Mr. Neill noted that Charlestown benefits from the education funding formula the way it is but some of the problems are with the “no children left behind” program. The towns cannot afford it. Mr. Edkins said that because Charlestown is a receiver town they would probably continue to benefit but until they see the formula we do not know for sure. Mr. Laware would like to know more about what the Selectboard does support. Some towns are starting to accept tax payments on line by credit cards. Mrs. Ferland noted that originally Mrs. Clark, Town Clerk, was against this but he might want to talk to her about it. Mr. Edkins advised that two concepts that concern the Town are unfunded mandates (such as the new DES stream crossing rules) and downshifting of state costs to the towns. Mr. Weed talked about two projects to replace culverts; the fees for the engineering and permitting will cost more than materials and manpower to do the projects. The Selectboard agreed that Mr. Laware should feel free to stop in

to talk to Dave Edkins, Jessica Dennis, or any of the Department Heads. The Town's Deliberative Session is scheduled for Wednesday, February 9th at 6:30 pm in the Town Hall.

DEPARTMENT HEAD REPORTS:

Transfer Station: Mr. Weed advised that the doors are up on the new building. Peabody Electric is finishing up the wiring.

Highway Department: Mr. Weed reported that almost everything has been snow related. There have been no major equipment break-downs except for a flat tire. The loader was done today. Mr. Neill had a complaint from a resident on Hastings Court; the front loader is tearing up the yard. Mr. Weed is aware of the area as the owner thinks plowing should be done by a pick-up but the loader does that area. Mr. Edkins had a gentleman talk to him about the intersection around David, Thomas and Coral Avenues. The snow extends about six feet into the street; he wanted Mr. Weed to look at it. Relative to the new truck, it should be ready by next Wednesday but then it will go back to Scott Reed to double check it before the Town gets it. The Warranty starts when it goes into service. Mr. Weed advised that they will plow in front of the bays at the ambulance building to keep that open and will plow the parking lot unless there are vehicles parked there. During the last storm there were three vehicles parked there.

Water and Wastewater Department: Mr. Duquette advised that everything is running pretty smoothly. There have been a lot of frozen water lines and water turn-offs. They are hard to do at this time of the year. Mr. Duquette received a call over the week-end to respond to an emergency on West St. Ext. Then he got a call from the Fire Department; someone screamed at him while he was still at his house about why they weren't at the scene yet. He pointed out that they are not emergency personnel so it takes them a little bit of time to get there. He would like to know who that was. The lady had the Fire Department, Police Department and everybody else involved there. It was not their call as the lady had a plumber on the scene but he left; the Fire Dept. was able to turn off the water. He is working on annual reports. He will be out for a few days starting on Tuesday, February 8th. The hold-up on the Blueberry Hill project is for an easement for the pump station to be in the power line right-of-way. Mr. Olson feels it is TransCanada and not National Grid; we need to be sure that the engineering firm is communicating with the right company.

Cell Phones: Mr. Edkins mentioned that Town employees would lose the direct connect if they changed companies as Nextel is the only one that offers it. They have talked to two other companies relative to making a change.

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 7:30 PM.

The regular meeting resumed at 8:16 PM. No announcements were made.

Police Department: Police Chief Ed Smith advised that the new cruiser is ordered subject to approval of the new budget. The server is ordered. He has been invited to attend the Rotary

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Club meeting on Thursday, January 27th for dinner and to give them a tour of the new building. They want to make a donation toward the new Police Station something tangible not necessarily cash. Chief Smith would like to ask for a repeater on the hill; the cost will be about \$2,850.00. The Selectboard approved a purchase of three good chairs for \$45.00 out of the Warrant Article.

Chief Smith got a call from the State Criminal Records. The PD has been doing State background checks but the question was that for \$25.25 they can have prints taken to do a nationwide check. Applicants could go down to Troop C and have it done electronically. The fee is now \$10.00 and is coming out of the Recreation Department funds.

Mrs. Ferland felt they should know who the person was at the Fire Department that was rude to Mr. Duquette. Chief Smith will find out who it was. He verified that the plumber was there but then left. Rod responded to the call but when he got there he knew he wasn't needed so left. It was an incident for emergency personnel but not the Water Department.

SELECTBOARD COMMENT: None.

OLD BUSINESS:

2011 Warrant Articles: The Selectboard made the following recommendations:

No. 3 – Budget: There was a consensus to support this Warrant Article.

No. 4 – Community Alliance of Human Services: The three Selectboard members support this Warrant Article in the amount of \$6,800.

No. 5 – Lease-Purchase of a new ambulance: Two Selectboard members recommend this Article; One Selectboard member was opposed.

Article 6 – New building on Briggs Hill Road for \$60,000. Two Selectboard members recommend this Article; One Selectboard member was opposed.

Article 7 - Capital Reserve Fund for \$25,000 toward the Reappraisal: The three Selectboard members recommend this Article.

Article 8 – Capital Reserve Fund for \$25,000 for future Highway Heavy Equipment purchases: The three Selectboard members recommend this Article.

Article 9 – To Update the Town History \$2,000: The three Selectboard members recommend this Article.

Article 10 – To increase the Optional Veterans Tax Credit from \$250 to \$400: This Article required no vote.

Article 11 – Aquatics classes for Charlestown seniors at the Edgar May Recreation Center for \$3,000: The three Selectboard members will **not** recommend this Article.

Article 12 – To convert the Town's elected Recreation Committee to an appointed Recreation Commission; it shall consist of 9 members including one ex-officio Selectboard member. Mr. Edkins passed along the Article to the Town Attorney to check the wording. The Recreation Committee members are opposed. In the past the Selectboard has usually appointed people they have recommended. In State Statutes a Recreation Commission is an appointed rather than elected position. Mrs. Ferland pointed out that this would protect the children; it will allow background checks to be done. An ex-officio Selectboard member could be optional; they would be a voting member. The three Selectboard members recommend this Article.

Mr. Edkins advised that the Default Budget is in the file for review. Mrs. Ferland requested that Articles 4 and 9 be switched so that the money articles are in descending order. There was a consensus to invite Albert St. Pierre to attend the February 2nd meeting to go over the Warrant. The Department of Revenue Administration (DRA) has approved the money Articles. The Warrant will not be posted until January 31st, 2011. Non-money Articles can be added until that date.

Emergency Management Plan:

Mr. Ring moved to approve and sign the Emergency Management Plan as presented. Mr. Neill seconded the motion. With all in favor, the motion was approved.

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

Fire Warden Reports: Mrs. Ferland reported that the Fire Warden documents are now complete and signed.

Bills: 1) The Selectboard approved making the payment in the amount of \$791.95 to Peter Lumbra, Rick's Electric, for wiring work in the Police Department building. This will be taken out of the donations fund. He will not bill the Town for any additional work. 2) D & E Tree Company will be paid for the removal of the dead tree at the Fire Station. The \$450.00 will be split one-half from the Fire Department and one-half from the Tree Committee.

Purchase Orders: The following Purchase Orders were approved and signed: 1) Wastewater – Airgas \$551.35; and 2) Highway – Nortrax \$1,286.00.

Transfer Station: TASC Maintenance Agreement: This agreement is for \$179.00 billed annually for five years. Mr. Edkins noted that the Town cannot legally commit to anything beyond one year. Mr. Weed will have them send a one year agreement.

Welfare Administration: Mrs. Ferland signed the contract between the Town and the Community Alliance to provide Welfare Administrative Services. There was a consensus to change the 60 day notice for termination to a 30 day notice. Mr. Edkins will bring this change to the attention of Community Alliance.

Town Clerk: The Selectboard acknowledged receipt of a letter from Mrs. Clark regarding a bounced check. It appears that there was miscommunication between the Treasurer and the Town Clerk. This will result in an abatement of \$36.67.

Notices of Intent to Cut Wood or Timber: The Selectboard approved and signed the following Intent to Cut Notices: 1) Robert Beaudry on North Hemlock Road; 2) Normand Beaudry on Caryl Lane; 3) Normand Beaudry on Old Claremont Road; 4) Shawn Bushway on Meany Road; 5) Shawn Bushway on Meany Road; and 6) Ted Putnam on Lamb Road.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Recreation Committee: There was a consensus to appoint Robert Henning and Trina Dearborn to the Recreation Committee. The Selectboard is waiting for background checks to come back before the appointment forms will be signed.

Licenses: The Selectboard issued licenses to the following parties: 1) Bevin Lee was issued a license with permission to have alcoholic beverages in the Town Hall for a birthday party; the Police Chief spoke with her on procedures; and 2) Craig Fairbanks was issued a license with permission to have alcoholic beverages in the Town Hall for a Snow Ball social on February 5th.

Choice Care: The Selectboard signed the document to formally terminate their HRA agreement with Choice Care (last year's health insurance).

CORRESPONDENCE: None.

ADMINISTRATIVE ASSISTANT'S REPORT:

Mobile Home: Mr. Edkins reported that the mobile home in Morways Park was vacated last Saturday. He had a company come in to winterize however the pipes had frozen the night before but it has now been taken care of. They left a lot of miscellaneous items behind. The Food Shelf will look at the food and Rev. Susan Grant-Rosen will have someone look at what is left for the Up Attic Thrift Shop. It has been advertised for sale with a bid date of Monday, January 31st.

Downstairs Copier: The downstairs copier is about to "expire". It keeps jamming up yet it is the one we rely most on and everybody uses it. It was used when they bought it 7-8 years ago. He will start exploring options.

COMMITTEE REPORTS:

Conservation Commission – Steve Neill: There was a meeting last Monday night but he was unable to attend as he was at the Budget Hearing.

CEDA – Brenda Ferland: There have been no recent meetings.

Planning Board – Steve Neill: The Planning Board met last night with an abbreviated agenda because of the storm. Charles Clougherty wants to do auctions in the Frank's Bargain building. They approved the Amendment to the Site Plan. They did not deal with the Sign Permit because he might want to make some changes of what he wants.

Solid Waste Committee – Brenda Ferland: There have been no recent meetings.

Heritage Commission – Doug Ring: They will meet next week.

Highway Advisory Board – Brenda Ferland: They will not meet again until the spring.

Recreation Committee – Doug Ring: Mr. Ring reported that they are preparing for the Winter Carnival.

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CIP Committee – Brenda Ferland: At their last meeting they came up with the two Warrant Articles to establish Capital Reserve Funds. Their next meeting will be on Thursday, February 3rd.

ADJOURNMENT:

Mr. Ring moved to adjourn this meeting. Mr. Neill seconded the motion. With all in favor, the motion was approved. The time was 9:29 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, will be found in the Minutes of the February 2, 2011, Selectboard meeting.)