

**TOWN OF CHARLESTOWN  
SELECTBOARD MEETING  
FEBRUARY 16, 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 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):**

**There was a consensus to pass over the Minutes until the next meeting.**

**DEPARTMENT HEAD REPORTS:**

**Police Department:** Police Chief Ed Smith reported that they went to the Grand Jury today and presented six cases; they all went through. He spoke with the radio repair service today; they have ordered a new one and said it could be billed after Town Meeting. The old one went back to the factory. The server will be installed tomorrow. They have been dealing with the logging operation on Borough Road. Based on complaints from local citizens they invited Highway Enforcement to observe and do some enforcing of weights. The empty trucks can go over the bridge but the full ones may not. The Highway Enforcement people spoke with the logging operation people so the company knows they are being watched. The road is very narrow at this time of the year when the school busses meet the logging trucks. The person in charge of the logging contract felt they could work out a schedule so they don't run through there at the same time.

**Transfer Station:** Keith Weed reported that a load of cardboard went out already this year. He explained the damage to the roll-off. The scale was down last Friday and Saturday. At first they thought it was frozen but it was a load sensor and that was repaired on Monday morning. He went to a Solid Waste meeting in Grantham; 13 towns in Sullivan County participate in them. Lebanon might be looking for the towns in Sullivan County to take their trash up there. He would like to bring school kids up to the Transfer Station one day when they are closed to get them started on recycling; they will probably be from Grade 5.

**Highway Department:** Keith Weed advised that they have been doing pretty well with the snow storms but vehicle repairs caught up with them. The Freightliner and

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International had to have new front springs and new joints were put in the Chevrolet. Work was done on one of the sanders. Everything is up and running now. Their new furnace is in. Sand and salt budgets are about 50% expended for 2011. The new truck should arrive tomorrow.

**Water and Wastewater Departments:** Dave Duquette just came back in after surgery so will be on light duty for a few weeks. He got all the EPA reports done as well as the paperwork that was due on February 1<sup>st</sup>. They are moving snow and things are relatively quiet. Rod Rumrill is out now on disability leave.

### **PUBLIC COMMENT:**

**Windy Acres Park:** Robert Kendall lives in Windy Acres Park. He contacted Mr. Edkins about the Town-owned mobile home in the park. He would like to buy the awning that is sagging on the back side of it and put it over his porch. Mr. Edkins suggested that he make an offer in writing and submit it to the Selectboard. Mr. Kendall submitted a bid of \$100.00 for the awning. There was a consensus of the Selectboard to accept the bid of \$100.00. Mrs. Ferland advised that the office will prepare the paper work so that after he brings in a check he can remove the awning.

**Borough Road:** Mrs. Nancy Walker introduced several of her concerned neighbors that were present to discuss the logging operation off the Borough Road. They wanted to talk about the trucks and school busses and are wondering why the trucks cannot go the other way. There are children that ride the school bus; three meet the bus in her door yard. Today the logging truck did not keep their agreement. The bus came at 3:05 and the truck came down at almost 3:15 so the kids did not have time to get out of the way or to get home. Mrs. Ferland noted that the logging company seems to be abiding by the rules. Chief Smith did remind the trucking company but will notify them again. Mrs. Walker said the logging company knows that they are not supposed to travel in that area before 8:00 AM and then not from 3:00 to 3:30 PM. Mr. Walker said he has heard many stories about the bridge. Mr. Weed advised that the logging company refused to post a Bond for any damage to the bridge so that is why they are going around. It was the State of NH Department of Transportation that posted the bridge. It is red listed for structural insufficiency. A resident noted that it has turned into a one-way street now. Is it going to take an accident to resolve this issue? It is a long hill. The easy solution is to do something with the bridge. Mrs. Ferland said it is the State that determines the weight limit. The residents talked about several options. Another resident talked about safety issues. Mr. Weed responded that they are free to use that road. Mrs. Walker pointed out that the school bus turns around in her driveway; the Town is supposed to salt and sand her driveway in accordance with an agreement but they have not been doing it. Mrs. Ferland said they are not aware of that agreement. Mr. Weed advised that the logging operation called him recently to find out when the road would be posted but, at this time, he is not sure as the condition of the road depends on the weather. Mr. Neill asked Chief Smith if he could put the cruiser up there twice a day, if possible, close to the hours of 7:40 to 8:00 am and about 3:05. They will try to keep the logging trucks out of there when the school bus comes through.

**SELECTBOARD COMMENT:**

**Fire Station:** Mr. Ring thanked Mr. Weed for cleaning up the snow and ice around the entrance to the Fire Station. Mr. Weed said there is a good pitch going back in. It needs to be tipped from the north end to the south for better drainage.

**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) Police-SWNHFMA \$5,224.50; 2) Highway – Ron’s Fix It Shop \$502.40; 3) Highway – Lowell McLeod, Inc. \$1,215.54; 4) Town Office – Twin Valley Estates \$3,215.00; 5) Highway – Cargill, Inc. \$5,972.64; 6) Highway – B.U.R. Construction, LLC. \$552.50; 7) Water – Cornerstone, LLC \$618.75; and 8) Highway – E.W. Sleeper \$689.58.

**Town Clerk:** A request was received from Debra Clark, Town Clerk. She asked if they have to wait until after the budget passes to make a purchase as they need a chair at the counter. The Selectboard approved having her purchase it for \$115.00.

**Sales Agreement:** The Selectboard approved and signed the Sales and Service Agreement for the new copier.

**Municipal Resources:** The Selectboard approved the agreement with Municipal Resources for assessing services. Jessica Dennis recommended the continuation of the contract.

**Abatements:** The Selectboard approved the following Abatements: 1) Town of Charlestown - \$563.39 for property taken by Tax Deed and then sold; and 2) Chestnut Hill Village, LLC - \$416.46 for several parcels that were reserved for open space and \$398.79 for parcels that were originally billed as build-able lots.

**Timber Tax Levy:** The Selectboard approved and signed a Timber Tax Levy in the amount of \$840.15.

**Cemeteries:** A request was received for the Town to buy back a cemetery lot because the remains were cremated and spread so the lot is not needed. The Selectboard agreed to buy it back and to issue a refund of \$500.00.

The Selectboard signed a new Certificate of Internment for Robert and Joan Davis.

**Transfer Station Sticker:** A letter was received from Karl Mack who is requesting an additional sticker for the Transfer Station. He does not run one vehicle in the winter. The Selectboard approved this request.

**New Hampshire Electric Co-Op:** A Petition for a Pole License was received from the NH Electric Co-Op for Break Neck Hill. They will be replacing some poles and putting some new poles up.

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

**Recreation Committee:** The Selectboard approved and signed the appointment document for Robert Henning to be a member of the Recreation Committee.

**CORRESPONDENCE:**

**Department of Revenue Administration:** A letter was received from the DRA advising that they have determined that the medium ratio for the land, buildings and manufactured housing for the tax year 2010 is 102.4%. Mr. Edkins explained that this means that properties in Charlestown, on average, are being taxed at 102.4% of the fair market value. Property is slightly over-assessed in Town. This should be addressed through the revaluation this year.

**Upper Valley Lake Sunapee Region Planning Commission:** Mr. Edkins reported that the State is going through the Ten Year Transportation Plan. For the last few cycles the State did not look for new projects due to finances. This year they will consider projects where there is a safety issue in place or a project that could be added in the out years 2021-2022. In Charlestown they talked about two projects: 1) the curve on the hill on River Road as it would fall into the safety issue category; and 2) the stretch of Route 12 between the under-pass and the Village. The Planning Board and Selectboard agreed to submit them.

**Governor's Budget:** A copy of the Governor's Budget address was received. He is proposing that the State's share of the NH Retirement System be eliminated altogether. Mr. Edkins felt they will want to be in touch with their elected delegates. The Governor is down-shifting some costs back to the towns. If this is passed it becomes effective on July 1<sup>st</sup> so the town's budget will be approximately \$9,500 short this year.

**HB530:** Mr. Neill asked Mr. Edkins to contact Tom Laware about HB530. They are looking to take septic system installations and inspections out of the hands of the DES and put that in the hands of the towns. It will be expensive if this happens. There is a Hearing next Tuesday at 11:00 AM.

**Fall Mountain Region School District:** The Selectboard received a copy of the note to the Highway Department from Jamie Teague, Business Manager of FMRSD, thanking them for the good job done on the icy roads.

**Whelen Engineering:** A letter was received from John Olson, President of Whelen Engineering, to express his thanks for the Town's assisting them in their request for the power increase. It got the attention of National Grid. The additional electricity should be there on March 1<sup>st</sup> with the balance of the work being completed by May 1<sup>st</sup>.

**Acworth Stage Road:** A letter was received from M & W Soils regarding the Acworth Stage Road. They looked at the condition of the bridge. Mr. Edkins noted that the report just came but it looks like it should at least be posted for passing at your own risk. The Town cannot spend any money on it but they should warn the public.

**Mr. Neill moved to have Mr. Weed post the appropriate signage on the Acworth Stage Road Bridge. Mr. Ring seconded the motion. With all in favor, the motion was approved.**

**Stop Signs:** Mrs. Ferland mentioned that there are some areas where there are no stop signs like coming out of Church Street or Cummings Avenue by the Laundromat. People also pull out onto Route 12 from the Post Office. Chief Smith felt a lot of this is due to the high snow banks therefore some of it will disappear with the snow banks.

**ADMINISTRATIVE ASSISTANT’S REPORT:**

**Blueberry Hill Water Line:** Mr. Edkins reported that this project will be advertised and going out for bid within a few days. The preliminary plan is to have a pre-bid meeting on March 1<sup>st</sup> and the bids will be due on March 15<sup>th</sup>. The start date would be May 1<sup>st</sup>. That schedule might be pushed out by a few days as the Town did have a few concerns.

**Ballot:** A copy of the ballot was in the Selectboard folder. The names are not in alphabetical because the Secretary of State’s office put out a very specific procedure on how the names are to be listed.

**COMMITTEE REPORTS:**

**Conservation Commission – Steve Neill:** Their next meeting will be next Monday.

**CEDA – Brenda Ferland:** They will meet again next Tuesday.

**Planning Board – Steve Neill:** Steve Neill was unable to attend therefore Mr. Edkins reported that the PB met last night. They approved a Sign Permit for the Auction Barn by Frank’s Bargain Center. A boundary adjustment was approved for Sauchuk and Davis so that Mr. Davis’s house is now on his property. SCA came in with a Site Plan Review application to put up two yurts and an Adirondack style lean-to for temporary lodging for their students. They had a lengthy discussion with Mr. Crocker about the Subdivision regulations; no decisions were made. The PB agreed to continue those discussions at their next meeting. They approved an extension of one year on the Site Plan Review Permit for the Life Fellowship Four Square Church to put on an addition. They discussed the fact that the people that will be buying the Heritage property want to re-establish a restaurant there. The question came up as to whether or not the PB would require a new Site Plan Review. The PB felt that if it is just a restaurant with no new outside renovations, additions or change of use they would not have to come back for a Site Plan Review. They wanted to make sure that he provides the new owners with copies of the conditions on the original approval because of the entrance from Route 12 and the exit on River Street. They will need to come in for new signage as they intend to change the

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name. They want to make it an asset to the downtown area both business and appearance wise.

**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:** There have been no meetings.

**Recreation Committee – Doug Ring:** Mr. Ring was unable to attend their last meeting.

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

**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 (c) Reputations. Mr. Neill seconded the motion, on a roll call vote with all in favor, the motion was approved. The time was 8:47 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 March 2, 2011, Selectboard meeting.)