

**TOWN OF CHARLESTOWN  
SELECTBOARD MEETING  
JULY 6, 2011**

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

Staff Present: David Edkins – Administrative Assistant  
Keith Weed – Highway Superintendent  
David Duquette – Water & Wastewater Superintendent  
Edward Smith – Police Chief  
Michelle Desilets – Ambulance Service Director  
Regina Borden – Recording Secretary

**CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Mr. Neill called the meeting to order at 7:18 PM. Prior to this meeting the Selectboard met in a Non-Public Session. The Pledge of Allegiance was recited. He advised that meetings are tape recorded and asked anyone wishing to speak to identify themselves for the record.

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

**Mrs. Ferland moved to approve the Minutes of the regular Selectboard meeting of June 15, 2011, as printed. Mr. Ring seconded the motion. With Mrs. Ferland and Mr. Ring in favor, the motion was approved. Mr. Neill abstained as he was not present at this meeting.**

**DEPARTMENT HEAD REPORTS:**

**Water and Wastewater Departments:** Dave Duquette has been having problems with the electric power lately. It started at Clay Brook. He contacted the company but they denied any fluctuation of power. He sent the part back to the factory, it was calibrated but it tripped out again. The electric company hasn't even shown up to check on their lines. On the same days they were having the same problems at two other sub-stations. The power company denies this but they are manipulating their power grid. The department will continue to monitor it.

Mr. Duquette has been working on the Almar Street easements. He needs one more. That is coming along and he hopes to start in August.

The three hydrants on Main Street were replaced. There is a Groundwater Management Permit in the Selectboard packets for their signatures. This permit is used at the Wastewater Treatment Facility. He samples and reports to the State two times a year. Toxicity testing is done two times a year on the plant and the river. This year he petitioned the State to bring this testing down to one time as they are doing very well. Two weeks ago he brought in some divers to do some work in the lagoons; that project is complete and was successful. This increased the capacity by about 50%. He is now working on the nitrogen removal problem. Some states have petitioned to have something done by the northern states so they may have to come up with a strategic plan for the Environmental Protection Agency (EPA). Mr. Edkins received a call from the Department of Transportation (DOT), advising that they are going to pursue painting the bridge in North Charlestown. They want to know if the Town wants to utilize their staging to do

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the insulation work and how much lead time Mr. Duquette will need to get ready and how many days it will take to install it. The Selectboard put \$3,200 in the budget for this project. Mr. Duquette will put in a purchase order for the insulation and store it until the appropriate time. He would like two weeks lead time and two days to install it.

Mr. Duquette submitted a Quitclaim Deed for the LaFleur property so he can get the 6” water main across that property. He should have the DOT easement in a few weeks.

**Police Department:** Police Chief Ed Smith reported that their calls for service have increased as the weather gets warmer. The 4<sup>th</sup> of July week-end was relatively quiet. They had some legitimate phone calls about fireworks after midnight. On Town-wide Yard Sale Day some streets will be posted for parking on one side only.

**Transfer Station:** Keith Weed feels they need a Workshop meeting soon to talk about rates. TVs now need to be separate and have gone from \$.06 to \$.18 a lb; the Town is charging \$.065/lb to take them in. Demo costs were set 10-to-12 years ago. They got the truck back; it was not a major repair but it goes back to the emissions system problems.

**Highway Department:** Keith Weed reported that they are almost done grading. The last load of chloride will be here tomorrow. The sidewalk project is almost done; it came out relatively nice. He picked-up the item for the ADA compliance; a wrong part for the warning device was ordered. They started the Morningside culverts; three are done and six more to go. They will then head to Northwest Street to work on catch basins. Bids came in for the roadwork but they were higher than the money appropriated. He met with the two companies that submitted bids and asked them to re-bid the work based on a revised scope of work. The Selectboard was agreeable to this rather than re-advertising. Either contractor can start within five days of signing the contract. Northwest Street will be reclaimed and asphalted. Mr. Ring recommended that he let the residents know what will be happening. Mr. Weed signed a contract with Cargill for road salt for the same price as last year.

**Fling Road:** Mr. Weed advised that the Fling Road is closed because he is not happy with the asphalt. They paved the bridge deck but within ten minutes it had cracking. That is why he has not opened up the road. The catch basins are questionable about taking the water. Mr. Edkins noted that the engineer is ready to schedule a final inspection walk-through. He has not been able to contact Nancy Mayville at the State but will contact the engineer to advise that the Town does not want to open it up until they have done an inspection.

**Drainage:** Mr. Edkins would like to schedule a meeting with Erin Darrow for an update on her progress on the east side drainage work. The Selectboard suggested Thursday, July 14<sup>th</sup> at 1:00 PM.

**Recreation Department Committee:** Lynn Fisk, secretary, advised that the committee met last night. Babe Ruth Baseball will be starting the first week of August, there is a tournament this week-end, and a four week summer soccer program is planned for this year. They just got done with the Touch-a-Truck fundraiser at Whelen; that went well. Twin State Valley Football will be back again this fall; they know the rules at Patch Park. There is a tree down in Patch Park near

the picnic tables. Bill MacDonald is interested in hauling it out. They have a conflict about meeting with the Treasurer as she is busy when they have meetings. It creates an issue with knowing what their checkbook balance is. It was recommended that they ask Joan Kuncik directly about providing them with a basic balance before each meeting.

Allen Pools will be bringing in chemicals for the pool tomorrow. Right now the pool is full and holding water but there is no circulating because there is no electricity going to the pumps. Judd Electric got everything to code. Blanc & Bailey took out about a 30-foot square piece of concrete last week when they were trying to find the leak. The Town Highway Department fixed the leak and back-filled that over. They are in the process of obtaining quotes to fix the pool so they do not have that same problem again. By next year they have to be ADA compliant. This means having a ramp or a lift for anybody that cannot get up there. They just want to be sure they are complying with the law. Mrs. Fisk noted that they are very thankful for the Highway Department fixing the leak.

Mrs. Ferland noted that where the equipment is there is stuff all over the floor and shoved on the rafters. The office area is messy. It is not a safe work environment. Mrs. Fisk said the office will be cleaned up when they open up. The equipment will be taken care of.

There was discussion relative to the fact that quite a few years ago the Water Department took care of the pool chemicals. Mr. Duquette agreed that the department did the testing, etc. but then the Recreation Department asked to do it themselves. Art Grenier noted that they are all volunteers and not licensed to do the pool. Mr. Ring agreed; the pool is the liability of this Town and people that are not qualified should not work with the chemicals. The Water Department has a nice lab. The Recreation Committee has been doing a lot of good work and he appreciates it. Mr. Duquette is willing to do the testing but safety is an issue. There are no protective gloves, no wash-up station, no regulations for people entering the building, etc. The area needs to be taken care of by professionals. He can look at the area and give them some help tomorrow. There was a consensus that it does not seem realistic that the pool will open this week-end but next week seems reasonable. Mrs. Fisk will keep the Selectboard up-dated through Dave Edkins.

**Ambulance Service:** Mrs. Desilets reported that nine people completed the driving course through the Local Government Center (LGC). They had a crew and an ambulance at the Touch-A-Truck event; it was successful. Building repairs are almost done. She should know the cost of the cement crack repairs tomorrow; there is just a little bit of outside work to be done. She submitted the generator maintenance contract from Milton Cat. It is due July 31<sup>st</sup> at a cost of \$514 annual fee that includes an annual inspection. Mr. Edkins has been trying to consolidate all the generators on a single maintenance contract. He will look into including this one with the other Town-owned generators. The front tires on A-2 are wearing. She will look into the cost for replacement.

**PUBLIC COMMENT:**

**Library Building Empty Space:**

**Dorothy LaPlante:** Dorothy LaPlante advised that the church group she belongs to uses the Community Room once a week. They wondered if they could use the Police Chief's empty room for their Sunday School children. They have a piano that they would like to put in there

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because the organ does not work. They would also like to use the coat closet for storage but Chief Smith said that will be used by the Lions Club. Mrs. Ferland noted that they have tried for many years to find out who owns the organ without success.

**Supervisors of the Checklist:** Nancy Houghton said the Supervisors of the Checklist have no place to meet. They are now working in the Town Clerk's office but there isn't enough room. They were hoping that they could use some of that space.

**Recreation Committee:** Mr. Ring stated that the Recreation Committee met in the Town Hall for three hours last night. It was very hot; there is no air conditioning. They also would like to be given consideration for some of that empty space.

**Conclusion:** Mr. Neill felt that the Selectboard would not make any decisions at this meeting. They will walk through the area again to see what space is left. Mr. Edkins has the contact information. They hope to make a decision soon.

**Tom Adams:** Mr. Adams reported that about three weeks ago on the Borough Road the Town Highway Department knocked over some trees that are hanging over the power lines. They said the owner of the property is not worried about it but the other people that live there won't like it if they lose their power. Mr. Weed said that is right; there are two trees off the road leaning toward the power lines. It is on a slope so they will have to be pulled up the bank. The trees are clearly on the homeowner's property but they did cause it. Mr. Neill asked Mr. Weed to take care of them.

Mr. Adams asked where the gravel came from for the bridge on the Borough Road. Mr. Weed responded probably out of the Town pit. Mr. Adams advised that on their part of the road by Walkers there are pot holes, that road is rough. Mr. Weed said they graded that road three weeks ago. They do the gravel on the Borough Road each year. He agrees on the condition of the road. They have 17 miles of dirt roads to take care of; that road is 4.1 miles.

**Area in Front of Dan's Max Saver:** Nancy Houghton feels they did a good job in front of Dan's Max Saver. She asked if they could move the trash barrel by the bulletin board to another location. Mrs. Ferland said they requested it to be there so people do not throw rubbish on Dan's lawn.

**SELECTBOARD COMMENT: None.**

### **OLD BUSINESS:**

**Cannon Shelter:** Mr. Edkins asked if the Selectboard had made a decision on how to pay for the shelter for the cannon. TimberPeg received \$500 from the VFW but they would like to know who to bill for the other \$1,500. Mr. Ring said it is a Town project. Donations were to be put into the Police Department Fund. He gave a check for \$100 toward the project to Mr. Edkins for deposit in the fund and they are waiting for more donations. The cement, electrical work and some other work has been donated. He spoke to the owner of Timber Peg who understands they are waiting for donations for the balance.

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

**Purchase Orders:** The Selectboard approved and signed the following Purchase Orders: 1) Water and Wastewater – Q.C. Services, Inc. \$564.94; 2) Wastewater – EnviroSystems, Inc. \$1,025.00; 3) Fire – Municipal Emergency Services \$561.87; 4) Fire – SWNH Radio Repair Shop \$505.84; 5) Transfer Station – East Coast Electronics Recycling \$1,469.67; and 6) Highway – Sandri, Inc. \$502.37.

The purchase order for Blanc and Bailey for their work at the pool was held-over as the Selectboard was under the impression that this work was donated.

**Fling Road Bridge Project:** An Amendment for the additional engineering services was received from McFarland-Johnson. The document was signed by the Selectboard.

**Groundwater Management Permit:** Mr. Neill signed the Groundwater Management Permit to the NH Department of Environmental Services.

**Additional Transfer Station Sticker:** The Selectboard approved the request for a third sticker as the residents purchased another truck.

**Abatement:** An Abatement in the amount of \$1,560.55 for property taxes was approved and signed. This is the result of a foreclosure.

**Preservation Easement:** The Selectboard approved and signed the Preservation of Historic Agricultural Structure Easement Deed for Walter G. & Maureen J. Spilsbury, Jr.

**APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:** None.

**CORRESPONDENCE:**

**Fireworks:** Two letters were received with reference to the proposed Fireworks Ordinance – one in favor and one against.

**ADMINISTRATIVE ASSISTANT’S REPORT:**

Mr. Edkins had no additional items to discuss.

**COMMITTEE REPORTS:**

**Conservation Commission – Steve Neill:** No report was available.

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

**Planning Board – Steve Neill – (Doug Ring, Alt.):** Mr. Ring attended due to Mr. Neill’s absence. A Sign Permit was signed for the Sumner House. It was conceptually approved as the

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PB wants to see the final design. They met in a Non-Public session to discuss the logistics of handling the Appeal and Re-Hearing. This will be held during their next meeting on July 19<sup>th</sup>.

**Solid Waste Committee – Brenda Ferland:** Mrs. Ferland met with Mr. Weed and the employees at the Transfer Station to talk about proposed changes. They need to have a Workshop on pricing as we are taking a loss on some of the items. Mr. Neill recommended that Mr. Weed submit the suggested price changes. During the meeting they talked about the price on the second sticker going up and about charging per bag. Mr. Weed will work on proposed price changes.

**Heritage Commission – Doug Ring:** The last meeting was cancelled.

**Highway Advisory Board – Brenda Ferland:** There was no quorum at the last meeting. Mrs. Ferland will schedule another meeting for Monday, July 18<sup>th</sup>.

**Recreation Committee – Doug Ring:** An up-date was provided earlier in the meeting.

**CIP Committee – Brenda Ferland:** They have not met since her last report.

**OTHER BUSINESS:**

**Tom Adams:** Mr. Adams noted that the road by Ray Brown’s property has a “No Thru Trucking” sign on it. Mr. Weed was asked to put up the signs so he did. Mr. Adams noted that he pays taxes so he should be able to use that road; other trucks do. Mr. Adams feels it is time that the Town started cutting trees when they are over-grown as they take the mirrors off the trucks. Mr. Weed said they need to get permission from the homeowners to cut brush and trees.

**Adjournment:**

**Mrs. Ferland moved to adjourn this meeting. Mr. Ring seconded the motion. With all in favor, the motion was approved. The time was 9:36 PM.**

Respectfully submitted,  
Regina Borden, Recording Secretary

Approved,

Steven A. Neill, Chair

Doug Ring

Brenda L. Ferland

(**Note:** These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the July 20, 2011, Selectboard meeting.)