

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
NOVEMBER 2, 2011**

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

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: Mr. Neill called the meeting to order at 7:00 PM. 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 October 19, 2011, as printed. Mr. Ring seconded the motion. With all in favor, the motion was approved.

DEPARTMENT HEAD REPORTS:

Water and Wastewater Department: Mr. Duquette reported that the Almar Street water line project is complete. Pressure tested well. It was flushed again today but they will not know about the results until tomorrow. If that goes well they should be able to start the services on Friday. On Hemlock Road they are about 200-feet short of the pump station. Tomorrow they hope to have the discharge line completed to the meter pit. Next week they will be prepping and paving. He met with the Selectboard about his proposed 2012 budget and is all set to meet again as he put the capital expenditure requests together. Mr. Duquette will be on vacation from November 11th to the 18th, 2011.

Mr. Ring questioned what happened on the end of Main Street today. Mr. Duquette said the manhole cover has a riser in it; something must have hit it just right and it popped out. It was repaired today. Chief Smith reported that a truck driver hit it and it popped out. Another truck driver sat over it while they reported it.

The sewer plant is running good. All generators are being done this week.

Mr. Duquette advised that every year we are billed for a registration fee for the dams; it is usually about \$1,200. Each year they fill out the paperwork and pay the fee in January or February. This year the State is requesting that they pay the fee by the end of the year but there is not enough money in the budget to pay it twice in one year. The Selectboard asked Mr. Edkins to talk to Ms. Dennis about putting a note in the paperwork to explain that the fee will be late as the Town budget is on a yearly basis.

Transfer Station: Mr. Weed reported that Rod Schroeder will be going for his certification this week. They are having problems with the roll-off truck again; after it has been on the charger it still keeps dying out. L & B Trucking came to take it in to be looked at. They could not keep it running either. Bob Morway's employee will take the trash tomorrow. The demo can be set aside. Everything is covered.

Rod and Janet were present to talk about the "free passes" that were given to two individuals. Mr. Weed advised that one of the gentlemen brought his trash in a different vehicle than noted on the pass with a trailer full attached. Other people heard him talking about the "free pass" and were asking where theirs was. Mr. Neill mentioned that they had an issue that they did not know how to deal with and felt this was a good alternative until the Selectboard could meet to talk about it and make a decision on how to deal with cases like this. The so-called "free passes" were to expire on Friday, November 4th. In one case the man owned a BMW and did not want to put trash in it so he was going to borrow his father's truck from Claremont. In the past there have been residents who work and drive company vehicles that are registered in other states. We have allowed them stickers if they provide proof that they live in Charlestown. The second person did not have a vehicle at this time but borrowed one from his friend; it was not registered in Charlestown. They were both told that they needed to check with someone in the Transfer Facility office before they did anything. Janet told him that when he came back he needed to come to the office first and not just keep waving his pass around. Mr. Edkins pointed out that these weren't really "free" passes because those people would have had to eventually buy a \$25.00 sticker. It was mentioned that they could have a local hauler pick up their trash until they worked out their vehicle issues.

Mr. Ring asked the people that work in the Transfer Facility how many vehicles come in each week that are questionable. Janet said they have seen quite a few vehicles go through on a regular basis with excess amounts of trash. They have gone through bags of trash before to do a check. Mr. Ring would like to know who they are. Check registration, sticker numbers and times and just report them to the Police Department.

Mr. Ring moved that all residents comply by putting a Transfer Station sticker on their vehicle or make other arrangements to dispose of their trash. Mrs. Ferland seconded the motion. With all in favor, the motion was approved.

Mr. Neill does not want the Transfer Facility employees put up with irate people. They should just make a phone call to the Police Department and allow them to handle it.

Highway Department: Mr. Weed reported that they are back to grading the roads and are getting caught up. Pike came in to pave last week. Pot hole patching is being done. There were no problems with the storm last Sunday except for downed limbs and some turf being dug up. On the west side they got all the structures done, driveways and paving but did not get to the loaming and seeding yet. Five bags of grass seed were donated by Bob Beaudry at Connecticut River Ag. The water line on Meadow Road is complete. They will grade that road after the service lines are done and put in some gravel. The road will probably need about 10 loads of gravel from St. Pierre's to bring it up to ½-inch of gravel for the length of the road. The important thing is to take care of the road for the three houses on it. Mr. Neill felt that because

the project came in under-budget, the Water Department Capital Account should supply the gravel. The Highway Dept. will do the work. The clay area needs to be taken care of. Mr. Duquette noted that they put aside \$20,000 for Bull Run. Their vehicle will not run much longer; it won't pass another inspection. Mr. Weed advised that a load of gravel costs \$225.00. Mrs. Ferland felt they could take the gravel out of the Water Installation and Repair line as there is \$3,200 left without touching the capital account. Mr. Neill noted that there are still outstanding bills that will be taken out of the project money. Mr. Duquette said they still have to do some hydro-seeding, hydrant work, etc. The contractor will be back on Friday or next week. The road needs to be back to where it was so the Highway Dept. can plow this winter. There is a fair amount of traffic on that road.

Mr. Ring moved to take up to \$3,000 out of the Water Line Installation and Repair line to fix the road. Mrs. Ferland seconded the motion. With all in favor, the motion was approved.

Winter Sand: Mr. Weed advised that last Wednesday they had a bid opening for winter sand. They received three bids from: Cold River Materials, Charlestown Cornerstone, and St. Pierre, Inc. Mr. Neill stepped off the Selectboard for this discussion and Mrs. Ferland took over as the Acting Chair. Mrs. Ferland and Mr. Ring examined the difference in the two sample bags of winter sand. Mr. Neill stated that Charlestown Cornerstone wishes to withdraw their bid because he doesn't want any hard feelings over this process. When Mr. Weed asked about using manufactured sand, the Selectboard told him to pursue it, but when he sought bids for winter sand bid the price the more expensive manufactured material was actually lower than for the material previously used. Mr. Weed is looking at purchasing 3,000 tons.

Mr. Ferland moved to accept the low bid from St. Pierre, Inc. with the understanding that if the quality of the material should prove unsatisfactory, the Town reserves the right to purchase it from another company. Mr. Ring seconded the motion. With Mr. Ring and Mrs. Ferland in favor, the motion was approved.

Mr. Neill resumed his position as Chair of the Selectboard.

Trees: Mr. Weed mentioned that there is a purchase order in for removal of two maples and two oak trees. Two were adjacent to the Regan property and two were adjacent to the Rinehart property; they both want the lumber. The trees were in the public ROW.

Police Department: Police Chief Ed Smith reported that they were very busy with the snow storm; trees and power lines were down, etc. Officers Todd Lyles and Ray Gosetti went to a trade show in Massachusetts today with one of the cruisers. They were going to have the new Ford line on display. Chief Smith still has money in this year's budget under Capital Equipment for a cruiser. He could purchase the equipment he needs this year.

PUBLIC COMMENT: None.

SELECTBOARD COMMENT:

Complaint: Mrs. Ferland advised that a man came into the office as he was upset with a situation going on in his neighborhood. As a result Mrs. Ferland asked that an email be sent to

Patti Henderson, Health Officer, to check to see if there is a compost pile or trash in the backyard of the neighbor. The gentleman also noted that there are children being dropped off and he doesn't know if it is a legal day care home. Mr. Edkins said that day care operations are supposed to be licensed by the State; if somebody has any questions they should start with the Department of Health and Human Services.

Bushes: Mr. Neill asked if Mr. Edkins sent the letter to the property owner on Main Street that has bushes going over the sidewalk. Mr. Edkins will do a follow-up. Mr. Neill asked Bob Davis to make a list of the properties that need to have their bushes and limbs taken care of before sidewalk plowing begins.

OLD BUSINESS:

Route 12 Project and State of NH Ten Year Plan: Mr. Edkins received a phone call and email from Nate Miller at the Upper Valley Lake Sunapee Region Planning Commission regarding the Route 12 Project and State of NH Ten Year Plan. Public Hearings were held all over the State. Mr. Miller advised that the Charlestown meeting of the GACIT Committee was the best attended hearing and that made an impression. The two final hearings will be in Concord before the full GACIT that includes the entire commission and the Commissioner of Transportation on November 15th at the DOT and November 30th at the State House at 2:00 PM. It would be nice to have a well-attended turn-out. Mrs. Ferland and Mr. Ring will plan on attending one of the two hearings.

Library Building: Mr. Edkins found an historic masonry specialist that will look at the masonry repairs that are needed on the Library building. He will be here on Saturday at 11:0 am to look at the building and tell us what needs to be done. The masonry work is really deteriorating. It is possible that some additional damage was done from the vibration of the earthquake. Mr. Weed noted that they put the railings in today at the Library.

FINANCIAL ADMINISTRATION – Payroll, Purchase Orders, Vouchers, Warrants and 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 – D & V Landscaping on Almar Street \$1,600.00; 2) Highway – Pike Industries for paving \$141,440.10; 3) Highway – D & E Tree Service for tree work on North Hemlock Road \$3,700.00; and 4) Highway – SW NH District Fire Mutual Aid System for a new radio for the new truck \$624.75.

A purchase order from the Fire Department to Bergeron for turn-out gear in the amount of \$1,660.00 was set aside as the money in that line item has been spent.

Tax Collectors Warrant: The Selectboard approved and signed a Tax Collectors Warrant for the year 2011 in the amount of \$1,913.09.

Notice of Intent to Cut Wood or Timber: The Selectboard approved and signed a Notice of Intent to Cut Wood or Timber off Route 12A in North Charlestown.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS: None.

CORRESPONDENCE:

Department of Environmental Services: A survey was received from the Department of Environmental Services regarding a state-wide average cost for water and sewer based on a typical single-family house in 2010. The average cost in Charlestown would be \$412.00.

Route 12 Project: Mr. Edkins talked with Nate Miller at the UVLSRPC about Scenic Byway money that is available and might be available to help the Town do the Route 12 recreational/pull-off, boat-launch area on TransCanada property. It was a part of the preliminary design for the Route 12 Project. The Selectboard signed the letter indicating their intent to make application.

Heritage Commission: The Selectboard acknowledged receipt of a letter from Aare Ilves resigning as an alternate member of the Heritage Commission effective October 31, 2011.

Recreation Committee: Gabe Bailey had indicated his intention to resign from the Recreation Committed but is now interested in remaining as a member.

Mr. Ring moved that the Selectboard respectfully decline the resignation of Gabe Bailey from the Recreation Committee and request that he remain as a member. Mr. Neill seconded the motion. With all in favor, the motion was approved.

Auditors: Plodzick and Sanderson submitted their annual letter relative to findings on their audit. There were no major issues however timely deposits are still an area of concern.

ADMINISTRATIVE ASSISTANT'S REPORT:

Primary Vote: Mr. Edkins advised that the Primary Voting Day has been set for Tuesday, January 10th, 2012.

COMMITTEE REPORTS:

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

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

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

Highway Advisory Board – Brenda Ferland: There have been no recent meetings.

Heritage Commission – Doug Ring: Mr. Ring was unable to attend the last meeting.

Recreation Committee – Doug Ring: Mr. Ring gave an up-date on the Adult Halloween Costume Party. It was disappointing because of the snow storm as the roads were pretty slippery but quite a few tickets had been sold. It seemed that it was going to be a success.

Planning Board – Steve Neill: Mr. Neill reported that the last PB meeting was cancelled due to a lack of new business.

Conservation Commission–Steve Neill: They have not yet had their meeting this month.

OTHER BUSINESS:

Patch Park: Chief Smith wanted to bring to Mr. Ring’s attention the fact that there are three picnic tables at Patch Park that are flat with pieces sticking up. He is concerned that somebody will be injured on them. Mr. Weed was asked to pick up the pieces.

Mr. Edkins mentioned that the last event of the season in Patch Park was to be a soccer tournament this week-end but Craig Fairbanks believes that it will have to be cancelled because the fields are very wet. Chief Smith said they have not opened it since it was flooded. Mr. Ring felt they should close Patch Park for the season. Mr. Edkins was concerned about the soccer tournament that is scheduled there this week-end. Mr. Fairbanks will have to make a decision tomorrow as to whether to cancel or allow it to happen. Mr. Neill asked about the football league but Mr. Ring noted that it is muddy and there is no place to park. Chief Smith said the lower field is mush, the upper field is soft and that was before the snow.

Mr. Ring moved to close Patch Park immediately for the season because of the field conditions. Mr. Neill seconded the motion. With all in favor, the motion was approved.

Mr. Neill wanted to be sure that everyone is made aware of this decision. Mr. Ring will contact Mr. Fairbanks.

ADJOURNMENT:

Mrs. Ferland moved to adjourn this meeting. Mr. Ring seconded the motion. With all in favor, the motion was approved. The time was 8:57 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 November 16, 2011, Selectboard meeting.)