

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JUNE 20, 2012**

Selectboard Present: Steven Neill (Chair); Brenda Ferland, Art Grenier

CALL TO ORDER: Mr. Neill called the meeting to order at 6:30 PM.

NON-PUBLIC SESSION – RSA 91-A-3II:

Mrs. Ferland moved to enter into a Non-Public Session pursuant to RSA 91-A:3 II to discuss (c) Reputations. Mr. Grenier seconded the motion and, on a roll call vote with all in favor, the motion was approved.

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Mr. Neill called the regular meeting to order at 7:22 PM. He welcomed everyone. 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.

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
Edward Smith – Police Chief
Charles Baraly – Fire Chief; Emergency Management Director
Craig Fairbank – Recreation Department Director
Regina Borden – Recording Secretary

MINUTES OF PREVIOUS MEETING(S):

Mrs. Ferland moved to approve the Minutes of the regular Selectboard meeting of June 6, 2012, as printed. Mr. Grenier seconded the motion. With all in favor, the Minutes were approved.

Mr. Grenier moved to approve the Minutes of the Non-Public Selectboard Session of June 6, 2012, as printed. Mr. Neill seconded the motion. With Mr. Grenier and Mr. Neill in favor, the Minutes were approved. Mrs. Ferland abstained as she was not present for this session.

PUBLIC COMMENT:

Old Acworth Stage Road: Glenn Foster wrote a letter to the Selectboard advising that he wants to replace the bridge deck but then he received a letter from Mr. Edkins asking for the details of what he intended to do and that the Selectboard would like an engineer to look at it. Mr. Foster handed in a statement for the proposed work. Mr. Edkins noted that the issue is that the Old Acworth Stage Road is a Class 6 road and the Town does not have any responsibility to maintain it yet still retains authority over the road. Mr. Foster

had advised that the road would be closed to do these repairs. Everyone agrees that the road is in pretty rough shape. At the last meeting the Selectboard reviewed Mr. Foster's letter and the Selectboard feels there is still a potential for liability in terms of allowing Mr. Foster to go ahead. Mr. Foster had researched the Emergency Lane statutes. He said something has to be done; it is their only access. It will cost him \$1,200 to do this. Mr. Neill explained that this is a Class 6 road rather than an emergency lane. The Selectboard just needs more details, an engineer to look at the plans and to certify that the plans are approved so everybody is kept safe. Mr. Edkins asked Mr. Foster if he could get Matt Beldon to state that he evaluated the plans and the bridge deck will be safe. The stamped document should be brought into Mr. Edkins. Mr. Weed is to be kept informed of the developments. Mr. Foster asked Mr. Weed if he can put up "No Thru Traffic" signs at each end of the road especially for truck traffic. Mr. Neill advised that they will take this under consideration and see if it can be done legally.

Transfer Station: Mr. Tory Royce has a problem with the warnings that were issued to him for recycling violations at the Transfer Station. He and his wife do recycle and they adhere to the mandatory policy. The last time he was there other people were throwing stuff in the hopper at the same time. The attendant might have heard what sounded like glass but it was not from them. He would like something more concrete other than somebody saying they heard something. Chief Smith explained how he got the lists for issuing the warnings. Mr. Weed said the lists are from Saturdays only. Mr. Grenier questioned if some names on the second list were duplicated. Mrs. Royce said they generate very little glass and do not want to be banned from the Transfer Station. Mr. Neill said they know there are violators and they discussed using clear bags as an option but there are no resolutions at this time. It is possible that when they threw their bag in the hopper it hits a different bag that had glass in it.

Poland Property – Map 232, Lot 071: Tom Dombroski, surveyor, advised that Leonard Poland would like to sell five acres of his 115 acres to one of his grandson. The issue is that the Old Province Road is a Class 5 road. The Town plows to the farm house but from there it is a Class 6 road all the way through. Right now the Town does not have a turn-around; it uses the driveway to the garage. Mr. Poland would like to fix the road up to standards, except for paving, to the yellow section on the plan and give the Town an easement to use a hammer-head turn-around. Mr. Poland owns land on both sides of the road. Mr. Edkins and Mr. Weed met with Mr. Dombroski and Mr. Poland a few days ago on the site and talked about sub-dividing off the lot. They need at least 50-feet of frontage on a Class 5 road if they call it a back lot. Under the present circumstances there is no way to do this unless the Selectboard relaxes the standards. Mr. Weed said a hammer-head would help the Highway Department. Mr. Neill advised that the Selectboard will take this under consideration as they might want to take a look at the area before making a determination.

Delinquent Property Taxes: Mr. Devin Poland requested a few more months to pay his delinquent property taxes. He received a 30-day notice. Mr. Neill advised that the Selectboard has been trying to get people to start working on their next year's taxes after

they take care of the third year back taxes. The Selectboard granted him an extension of 60 days to take care of the taxes.

DEPARTMENT HEAD REPORTS:

Fire Department: Fire Chief Charles Baraly reported that they had three firefighters go through the Fire Fighter One course and they have a new person that was voted on as a reserve. They had an issue with Engine I; it is going back to L & B Trucking next Friday for about five hours of recall work. He got no notification on this; notices might be going to the previous owner.

Police Department: Police Chief Ed Smith advised that last week-end they had the Antique Show, the Harpoon Brewery bike race and an antique auto road rally. He handed in the detailed report on East Street patrols. They wrote two Summons; one for speeding and one for an unregistered vehicle. Today he sat in his Mazda pick-up and ran radar for an hour. Next Monday Chief Cahill from Sunapee will be bringing in a monitor that they will keep for two weeks; it will be set up close to 100 East Street. It will monitor number of vehicles and their speeds. He will let the Selectboard know what the results are. Mrs. Ferland feels they should share reports with the East Street neighbors.

Cannon Balls: Police Chief Smith reported that an individual in Town has five cannon balls that he has had for many years. He wants to donate them so they can be piled up by the cannon. Mr. Edkins suggested that they get a photo, the diameter of them and then take the information to the Heritage Commission to get their input. Mr. Neill felt that concerns are vandalism or theft before they get the enclosure for the cannon.

Highway Department: Mr. Weed had handed in the print-out on the bids for road work. There were some good competitive bids. The Selectboard signed the form to award it to Pike Industries. Mr. Weed had Dig Safe check the areas where they will change the culverts. He would like to do shimming on the Old Claremont Road and Acworth Road but that price might be different. He would also like to do Stone Bridge, Arnold Court and Acworth Road. With the remainder of the asphalt he will plan to do Sullivan Street above Summit Street. Mrs. Ferland asked Mr. Weed what he plans to do on the bad part of Fling Road after the bridge is done. Mr. Weed will put some numbers together. It will be added to his list. Crack sealing is being done; he was not aware of the fact that they were in Town. Chip sealing will be done the week of July 9th. A part of the sidewalk by Dan's Max Saver on Perry Street was done. Mrs. Houghton asked Mr. Weed to put Jade Meadow Road on his to-do-list for paving.

The Grader went back today. Mr. Neill called the salesman about the new Grader last week and was told it would arrive at the end of July or August 1st. The salesman's boss called Mr. Neill on Monday to advise that they were going to have two imports; one had a destination on it but the other did not so the Town might have it before the end of July. This Grader has several additional features on it at no additional cost.

Transfer Station (Continued): Mr. Weed advised that Janet's name should be removed from the Transfer Station Warnings. The phone calls should come back to this office.

He feels the attendants should try to speak to the people that might be violating the mandatory recycling. They need more help especially by the hopper. Mr. Neill advised that for now the second list will be disregarded.

SELECTBOARD COMMENT:

Selectboard Meeting - First Wednesday is July 4th: Mr. Neill advised that the Selectboard is not scheduled to meet during the first week in July. Depending on what happens or how much business there is they might have to meet on a different date.

Thank You: Mrs. Ferland thanked everybody for their cards while she is on the mend.

OLD BUSINESS:

Bonds: Mr. Edkins attended a meeting on re-financing the USDA bonds. The application is about 18 pages long but the Town will save about \$235,000 over the remaining 19 years. A Public Hearing needs to be held. There was a consensus to schedule it for the July 18th Selectboard meeting. Everything needs to be in by July 20th.

FINANCIAL ADMINISTRATION – Payroll, Purchase Orders, Vouchers, Warrants, Abatements, Etc.: The **Vouchers, Warrants, and Abatements** were approved and signed. There was no payroll this week.

Purchase Orders: The Selectboard approved and signed the following purchase orders: 1) Wastewater – A-1 Sewer and Drain Services (replaces #84693) for \$6,000.00; 2) Administration – SBR Properties for one-quarter of the Food Shelf rent - \$1,500.00; 3) Water and Wastewater – QC Services, Inc. - \$550.53; and 4) Police – Adamson Industries Corporation - \$609.90.

Abatements: The Selectboard approved and signed the following:

- 1) Sewer Abatement in the amount of \$579.80; and
- 2) Sewer Abatement in the amount of \$2,429.36.

Certification of Yield Taxes: The Selectboard approved and signed a Certification of Yield Taxes Assessed in the amount of \$38.11.

Gravel Tax Levy: The Selectboard approved and signed a Gravel Tax Levy in the amount of \$66.36.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS:

Peddlers and Hawkers License: The Selectboard approved and signed a Hawkers and Peddlers License for Papa Dog on Main Street. This is for one day during the Annual Town-Wide Yard Sales on July 21st.

CORRESPONDENCE:

Sprint: Acknowledgement was made of a notice from Sprint that they are discontinuing their Nextel service as of July 1, 2013. The Town will have to figure out what they are going to do as there are 22 units on it. Sprint will offer the same service. Mr. Neill felt they will have to “shop around”.

Jiffy Mart: Mr. Edkins received an email from the engineers that are working on the new pump installation at Jiffy Mart. Their design did not anticipate that the right-of-way on Main Street is 132 feet wide, the State has 64-feet, and then the Town has 32-feet on either side of that. The State has some requirements for set-backs from property lines for underground storage tanks and the Jiffy Mart cannot meet that. They are going to be looking to the Town for some help. There was talk about making Depot Street one-way. Champlain Oil will plan to come to the next meeting on July 18th.

Town Hall Committee: The Selectboard reviewed the list of things that the Town Hall Committee would like to do. They are talking about doing the work themselves and using it toward their grant match. Mr. Edkins feels the Selectboard needs to get together with the committee to authorize what works gets done. The Department Heads might have some use for items in the Town Hall that the committee wants to dispose of during the Annual Town-Wide Yard Sale Day. If so, they need to let Mr. Edkins know what they want as soon as possible. Mr. Neill is concerned with some of the old Town records as he wants to be sure that they are preserved.

Town Hall – Sprinkler System: Mr. Edkins reported that two proposals were received for the sprinkler system and the alarm system.

- 1) Life Safety Fire Protection - \$60,000; and
- 2) New Hampshire Fire Protection - \$64,800.

The Town Hall Committee is recommending the proposal from Life Safety Fire Protection. In order to install the sprinkler system it is the Town's responsibility to install a 6-inch water line one-foot through the granite/concrete foundation. Mr. Edkins contacted Record Concrete Cutting in Chester, VT and their estimate is \$644.00. Mr. Neill felt they should figure on \$1,000. Life Safety does not provide stamped plans but could do that for an additional \$500. They did run it by the Fire Department and the NH Fire Marshall's office.

Mrs. Ferland moved to accept the bid from Life Safety Fire Protection for the amount of \$60,000 and the Selectboard will require a stamped plan for an additional cost of up to \$500.00. Mr. Grenier seconded the motion. With all in favor, the motion was approved.

ADMINISTRATIVE ASSISTANT'S REPORT:

Ambulance Barn: Mr. Edkins had a call from some folks who live in the Springfield Road / Douglas Street neighborhood. They said the ambulance barn has become an eye sore to the neighborhood. People in the neighborhood offered to do the work. It needs to be cleaned-up, power-washed and painted on the outside, etc. There is \$5,000 in the budget for maintenance and repairs. Mrs. Ferland has to call the ambulance people to find out when their next meeting is. Mr. Neill thought they might all want to go to that meeting so it will have to be posted.

Vacation Time: Mr. Edkins will be taking vacation time from July 9th through July 13th.

COMMITTEE REPORTS:

Conservation Commission – Steve Neill: Mr. Neill missed the last meeting due to a personal commitment.

Planning Board – Steve Neill: Mrs. Ferland attended this meeting since Mr. Neill was not available. She reported that the Flight Parks application was approved with conditions: 1) DES approval of their water and sewer systems; 2) marked parking area; 3) no parking along the road-side with “No Parking” signs posted on Morningside Lane; 4) there be a cross-walk with slash marks for the wing crossings. There will be no ATV trails this year and they will have to get State permits/licenses for the sale of alcohol. The zip line will move forward. Final approval was given to the used car dealership for Casey and Jeffrey McClay provided they meet the conditions set in the previous meeting. They brought in a new map for the marked parking spaces. They will confer with Mr. Edkins on the signage. The Robert and Kelly Scott application was continued until the July 17th PB meeting. Final approval was granted for Dr. Caloras after Mr. Foster explained what they were going to do at the Main Street property. The PB talked about signage compliance. Mr. Thibodeau brought up the need for better plans.

Recreation Committee – Art Grenier: The pool opened Saturday and the numbers are looking good. Swim lessons started Monday. Mr. Duquette helped them one day with getting ready to open. The company came today to do some work; they took care of one pump was having some problems. Mr. Neill stated that they still have to make decisions on what to do about the chair lift and how to get people up to the pool. Mr. Neill, Mr. Grenier and Mr. Weed will meet again on the site. Mr. Grenier and Mr. Fairbank have been checking on the pool regularly. Mr. Edkins will call the Edgar May Recreation Center and the Holiday Inn to ask about their recently installed handicapped lifts. Mr. Fairbank put a notice in the Our Town that volunteers are needed otherwise programs might be cut. The next sport is soccer.

Ambulance – Brenda Ferland: Mrs. Ferland will call to see when the next meeting is.

CIP – Committee – Brenda Ferland: The last meeting was cancelled; another will be scheduled soon.

CEDA – Brenda Ferland: Mrs. Ferland will check on their next meeting.

Highway Advisory Board – Art Grenier: Mr. Grenier advised that they are supposed to meet on the 2nd Wednesday of each month. Mr. Edkins will post the notice.

Conservation Commission – Steve Neill: Mr. Edkins is now posting meeting notices.

Heritage – Art Grenier: Mr. Grenier reported that they had their 7th grade essay contest. They will meet again this coming Tuesday.

Town Hall – Steve Neill: Mr. Neill and Mr. Edkins went to the meeting last Tuesday. The members talked about what they did and what they want to do. They did a final review of the sprinkler quotes.

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. Grenier seconded the motion and, on a roll call vote with all in favor, motion was approved. The time was 10:12 PM.

The regular meeting resumed at 10:44 PM. No announcements were made.

ADJOURNMENT:

Mrs. Ferland moved to adjourn this meeting. Mr. Grenier seconded the motion. With all in favor, the motion was approved. The time was 10:46 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Approved,

Steven A. Neill, Chair

Brenda L. Ferland

Art A. Grenier

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the July 18, 2012, Selectboard meeting.)