

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JANUARY 2, 2013**

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

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
Edward Smith – Police Chief
Craig Fairbank – Recreation Department Director
Anthony Giordano – Ambulance Department Director

CALL TO ORDER: Mr. Neill called the meeting to order at 6:30 PM. He welcomed everyone. 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 December 19, 2012, as printed. Mr. Grenier seconded the motion. With all in favor, the Minutes were approved.

Mrs. Ferland moved to approve the Minutes of the Non-Public Selectboard session #1 of December 19, 2012, as printed. The Minutes will remain sealed. Mr. Grenier seconded the motion. With all in favor, the Minutes were approved.

Mrs. Ferland moved to approve the Minutes of the Non-Public Selectboard session #2 of December 19, 2012, as printed. Mr. Grenier seconded the motion. With all in favor, the Minutes were approved.

Mrs. Ferland moved to approve the Minutes of the regular Selectboard meeting of December 5, 2012, as printed. Mr. Grenier seconded the motion. With all in favor, the Minutes were approved.

Mrs. Ferland moved to approve the Minutes of the Non-Public Selectboard session of December 5, 2012, as printed. Mr. Grenier seconded the motion. With all in favor, the Minutes were approved.

DEPARTMENT HEAD REPORTS:

Recreation Department: Craig Fairbank reported that the Recreation Committee has not met since his last report. Twin State Pool took care of the corners of the pool cover the day before the storm started. In the next few weeks they will be pushing to get the skating rink going at Swan Common so he will be contacting the Water Department and he will coordinate this with the other departments. Plans are being made for the Winter Carnival that will be held from February 2nd through February 10th, 2013. To avoid conflicts, Mr. Edkins noted that the Town Meeting Deliberative Session is scheduled for February 6th in the Town Hall and the School District Deliberative Session is on February 7th at the High School. Mr. Fairbank advised that a Petition is being circulated by a resident for a skateboard park but it is not supported by the Recreation Department. The Recreation Department will host another Basketball Tournament on

during the February school winter vacation break. Signs are posted at Patch Park regarding snow mobiles. They have a channel of where to go; they should not be riding all through the park.

Police Department: Police Chief Ed Smith advised that two-part time officers have resigned. They are not certified now and have no plans to do so. Mike Milano will be attending the full time Police Academy starting Monday through the end of April.

Transfer Station: Keith Weed reported that Chief Smith gave him a Recycling Ordinance from another town that is in the Selectboard read file. (Mr. Edkins asked Mr. Weed to forward an electronic copy to him so it can then be forwarded to the Selectboard). There is a need to look at what is mandatory in terms of recycling. He feels they should have a workshop meeting to talk about recyclables and the direction they want to go in. There was a consensus to schedule a brief meeting this Friday afternoon at 3:00 PM at the Transfer Station. If it is inclement weather they will postpone the meeting. Mrs. Ferland noted that Mr. Stoddart would like to meet with Mr. Weed before moving forward on the camera project. Mr. Neill mentioned at the last meeting that the chain was not across the scale at lunch time and it was not across again today. Mr. Weed did not have a chance to tell the employees about it but he will take care of it.

Highway Department: Keith Weed advised that they have been dealing with storm events. They got through both of the storms with no equipment problems. They are down one employee for at least a week as he fell and was injured. He put the spreadsheet on equipment rentals in the read file. For the month of February he ordered winter sand; he is waiting for salt to come in.

Ambulance Department: Anthony Giordano brought A-2 to Claremont Ford today as it needs repairs. It is an unforeseen expense but the problems have been on-going for a while now. It goes dead so it could be the battery. They are talking about getting a charger.

PUBLIC COMMENT: There was no Public Comment at this meeting.

SELECTBOARD COMMENT: There were no Selectboard Comments at this meeting.

OLD BUSINESS:

Fire Station: Mr. Edkins had a communication about the Fire Station purlins from Mark Stock of Multi Weld Services, Inc. He said with a go-ahead from the Selectboard he is ready to move forward. Mr. Edkins told him that the purchase order was approved but the Certificate of Insurance has not yet been received.

Water Bill: Mr. Edkins sent a letter to Mr. Hicks regarding his request for a Water Abatement.

Main Street Lights: Mr. Edkins adjusted the timing for the lights on the south end of town to go off between 11:00 and 11:30 pm rather than at 10:00 pm. He asked Police Chief Smith to have the officers check on the time when they are out on patrol.

Primary School: Mr. Neill noted that on December 5th they talked about Mr. Edkins and Police Chief Smith talking with the people at the school relative to their request for a sidewalk and the

parking concern. Both Mr. Edkins and Police Chief Smith have not as yet made an appointment to do this because of the holidays but they will do so.

FINANCIAL ADMINISTRATION – Payroll, Purchase Orders, Vouchers, Warrants, Abatements, Etc.:

Accounts Payable: The Selectboard approved and signed the Accounts Payable check register and manifest dated December 28, 2012.

Purchase Orders: The Selectboard approved and signed the following purchase orders: 1) Police Department – Tri Tech Software Systems - \$1,780.00; 2) Police Department – Vanessa M. Wilson, Prosecutor – the annual bill is \$16,636.95 but it is broken down into four quarterly payments; the January to March 2013 payment is \$4,008.90. Mr. Neill signed the paperwork to go along with the purchase order that was previously approved for Ralph Osgood.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS: There were none.

CORRESPONDENCE:

NH Municipal Association: Mrs. Ferland advised that the Town received a check from the NH Municipal Association in the amount of \$170.20. Mr. Edkins noted that this was based on a formula as refunds were disbursed to many other towns that contributed more than Charlestown. This was the result of the lawsuit that the Municipal Association filed when the State stopped paying their share of the NH Retirement System. It went all the way to the Supreme Court where the Towns lost, it is over.

Federal Energy Regulatory Commission: Mr. Edkins acknowledged receipt of paper work from FERC regarding the re-licensing of the TransCanada hydro-electric dams in Wilder, Bellows Falls, Vernon and one in Massachusetts. It is a long process. He was going to ask the Town's attorney if this would give the Town a little leverage with TransCanada in the ongoing tax abatement case.

Taser Company: Mrs. Ferland is going to pursue the issue of body cameras and the State Grant with the NH Safety Commission in Concord. There is an issue of how they are applying grant money for police cameras. Mr. Edkins pointed out that they have not yet included this money in the budget. Chief Smith would like to purchase five units. It would be a help to receive the 50% grant but this is a safety issue for the Police Department therefore the Selectboard agreed to include \$6,430 in the budget for the body cameras.

Proposed 2013 Budget: Mr. Edkins figured that another \$22,000 could be added to the budget to get to a 3% increase. The Selectboard agreed to increase the Recreation Facility Repair and Maintenance line from \$2,000 to \$3,500. The Selectboard would like Mr. Fairbank to prioritize the Recreation Department projects. Mr. Neill pointed out that all the 2012 bills have not as yet come in. Mr. Weed does not have a figure from Miller Construction for the Highway building therefore there is no figure in the budget. There was a Selectboard consensus to put in \$1,500 for the Recreation Department Facility Maintenance and Repair and \$6,430 for the Police Department as the additional \$8,000 total will still keep the proposed budget at a 2.5% level. Mr.

Edkins noted that after the Annual Budget and Warrant Public Hearing on January 14th they cannot add anything to the budget that is not disclosed/discussed at the Hearing.

ADMINISTRATIVE ASSISTANT’S REPORT:

Mr. Edkins had no new issues other than those discussed earlier in this meeting. He requested a brief non-public session for one item.

COMMITTEE REPORTS:

The Selectboard had no reports for committee meetings since their last regular meeting.

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 (e) Pending Claims or Litigation. Mr. Grenier seconded the motion and, on a roll call vote with all in favor, the motion was approved. The time was 7:49 PM.

The regular meeting resumed at 7:58 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 7:59 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 January 16, 2013, Selectboard meeting.)