

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
JANUARY 17, 2013**

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

Staff Present: David Edkins – Administrative Assistant
Keith Weed – Highway Superintendent
David Duquette – Water and Wastewater Superintendent
Regina Borden – Recording Secretary

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Mr. Neill called the meeting to order at 4:06 PM. The Pledge of Allegiance was recited. He welcomed everyone. He advised that meetings are tape recorded and asked that anyone wishing to speak identify themselves for the record.

MINUTES OF PREVIOUS MEETING(S):

Mrs. Ferland moved to approve the Minutes of the Non-Public Selectboard session of January 2, 2013, as printed. Mr. Neill seconded the motion. With Mrs. Ferland and Mr. Neill in favor, the minutes were approved. Mr. Grenier abstained from the vote as he had not had an opportunity to read the minutes prior to the meeting.

Mrs. Ferland moved to approve the Minutes of the regular Selectboard meeting of January 2, 2013, as printed. Mr. Neill seconded the motion. With Mrs. Ferland and Mr. Neill in favor, the minutes were approved. Mr. Grenier abstained from the vote as he had not has an opportunity to read the minutes prior to the meeting.

DEPARTMENT HEAD REPORTS:

Transfer Station: Keith Weed reported that the Transfer Station operation is quiet. Cardboard will be going out. They are working on the pup trailer; a new set of brakes was needed. An electrician worked there the other day as it was dark in the alleyway so he changed the lights and installed another set of lights by the stairs to the recycle bins.

Highway Department: Keith Weed advised that they have been pot hole patching, brush cutting and chipping. They have been dealing with the storms. On the 2000 Ford the transmission line broke and they lost the fluid so they now have new transmission lines. On the 2007 Ford they lost the alternator last night. He is still down one man. Kurt Frazier is looking for information on the Sullivan Street drainage issue. He is looking for the amount of money the Town spent on engineering and permitting to date. Mr. Weed mentioned this to Mr. Edkins who said his response is that Mr. Frazier should make that request in writing and specify exactly what he is looking for as well as pay for the copying costs up front. The last time he requested information he refused to pay for it after it was produced.

Mr. Grenier met with the Assistant Engineer for District 4 on the Main Street project today. He asked Mr. Weed if he had already purchased the 15” pipe and Mr. Weed acknowledged that he

had. The Assistant Engineer came in to get some information from Mr. Edkins as he was wondering if they could go to 24” from Main Street out but Mr. Grenier said that will not work if it is already 15”. The engineer is in the process of getting some people here to work on the elevations, etc.

Water and Wastewater Department: David Duquette has been busy doing reports and keeping everything running. Mr. Edkins said they talked about scheduling a meeting with Meddie Perry who is with the engineering firm working on the Bull Run well. Mr. Neill felt the meeting should be scheduled sooner than later because of the permitting process. Mr. Edkins suggested meeting on the site about 3:00 or 3:30 pm because then Mr. Perry wants to go around to see the other sites. Mr. Duquette noted that we have to justify to the State why we want the additional extra water. They have to prove that North Charlestown needs it as a back-up water source plus it is needed for the Whelen Engineering expansion. Mr. Neill suggested meeting here on January 24th at 2:00 PM, then to go out to the site and come back here to meet after the tour. Mr. Neill also suggested that the well company might want to be involved in this discussion. Mr. Duquette will contact the well company by email and bring it up to Mr. Perry; then he will let Mr. Edkins know if the date and time will work for everyone.

Police Department: Mr. Edkins advised that Police Chief Smith was unable to attend because of another commitment but sent an email to be read at this meeting. “There will be a Greater Sullivan County Public Health meeting next Wednesday that he will be attending as they will be discussing the POD exercise for Charlestown this spring. He also will be attending a meeting in Lebanon on January 29th put on by Liberty Utilities – it is an Emergency Management Review. He ordered the new cruiser through Gateway Motors. Mike Milano is completing week 2 of the Academy.”

Logging Operation: Mr. Neill asked Mr. Weed if he would like to discuss the logging operation at Camp Good News. Mr. Weed met with the logging company representative yesterday. On Monday he stopped and told them to stop the operation for that day as the road was too soft. On Tuesday morning Rocky Condon called Mr. Weed who said to shut them down. Rocky told them to shut down until after they had a few days of cold weather. Mr. Weed saw a box truck there yesterday about 5:15 am so at 7:00 am he called Chief Smith and asked him to go to the site to stop the operation. Mr. Weed told them that the trucks had to stay on the Old School House Road and to stay off Sam Putnam Road; they were not happy with that. There is no drastic damage to the road but there are some ruts. The State Police got involved but there was nothing they could do unless the Town did a “Stop Order” and the company violated it. Mr. Neill will talk to Chief Smith to see what kind of paperwork they need to put in place so that he has the authority to deal with these incidents. When the Town posts a road we need to find out what the Selectboard has to do to enforce it.

PUBLIC COMMENT:

Nancy Houghton: Mrs. Houghton noted that in the Selectboard meeting minutes of September 19th under the Highway Department, the minutes state that Mr. Weed said he “would put chloride on the road” but instead he said he would not do it.

Kurt Frazier: Mr. Frazier wanted to talk about the work that was going to be done on his property but they have several issues that need to be addressed. He asked who owns the drainage system on Cummings Avenue. Mr. Edkins assumed it was the Town; it was put in a long time ago. Mr. Frazier said on September 10, 2010, he came to a Selectboard meeting and they discussed the ponding on Cummings Avenue, they had all of the culverts cleaned by his house. During that time they found that all the culverts were crushed, the water was redirected, the catch basins had been changed and on that tape it states that there were no issues on his property. Why are we spending the Town's money on this? It would be cheaper to have the people that filled in the detention areas over there because ever since the detention areas were filled in the people on Cummings Avenue have had water problems. Why are we letting private people/land owners redirect water and allow the fill to stay in on two properties over there that is noted to be a swamp? How much money have we spent on it? Mr. Weed noted that it was substantial because of the engineering and permitting but he did not know what the total was. On the tape it states that it would not be a benefit to do the perennial stream. Why are we wasting the taxpayers' money? Mr. Frazier said the date on the tape is October 6, 2010. The Town approached the State to change the culverts. The State authorized the culverts to be changed at the same size. There was a 15" culvert in an 8" pipe area. The culvert on the Smith and Allen property was looked at by DES, Mr. Edkins and Mr. Frazier after it had been changed. Since then it was changed again. The water flow is increasing. There is no storage over there. It would have been cheaper to take the money that had been appropriated and do something that isn't going to effect what is going on over there. Have the Town's attorneys have the people take out their fill. Mr. Edkins walked the Smith and Allen property in 2000 with them and it was a full blown swamp over there. Instead of the Town taking action to remedy the problem because this is a working system they decided to spend money on something that isn't going to work. They have no easements before or after him. They need to do the digging where the water starts. The Selectboard needs to go to the State to have this fill removed.

Mr. Neill stated that they were not allowed until they got the permitting to clean out that ditch. It used to be maintained for years and years and then when the property changed hands to Mr. Frazier, from that day forward, the Town has not been able to set foot on that property to clean that ditch out. Mr. Frazier said that is a lie because the Town dug that perennial stream out to install a 2-foot culvert. Mr. Frazier said at the same time they were filling in on Cummings Avenue. He said this isn't about his property but rather about Cummings Avenue. Mr. Neill noted that the work that Nabil Atiya had done over there was permitted. He said that Mr. Frazier is going way back and trying to make a case out of something that the Town cannot control. Complaints have been made to the State, the State has dealt with it, and it isn't up to the Town to tell the State what to do. Mr. Frazier said isn't it up to the Town to maintain their water and flow run-off? Mr. Neill said that is what they are trying to do. Mr. Frazier noted that the Town is aware of these infractions of the law; they know that people are being flooded out. Mr. Neill noted that the State has the ultimate say. Mr. Duquette said that DES has been all over that area and they worked with Mr. Poisson who has to water and keep grass growing on his property. They are aware of what is going on. Mr. Frazier asked why people that pay their taxes get flooded continuously. Mr. Frazier displayed a picture of the drainage near Mr. Butterfield's property. The old system was bad but at least it worked. Mr. Edkins asked what action the Town can take. DES has approved Mr. Poisson's restoration plan and he has implemented it. The State has signed off on it but the only thing that they are holding off on for a final okay is to

make sure that the vegetation re-establishes itself. He has been watering the vegetation. Erin Darrow has looked at that whole drainage system. Two representatives from DES went over to the Smith and Allen property, they went back to their office, looked at aerial photos historically through time and they made their announcement that they did not see any violations. Mr. Frazier feels it is the responsibility of the Town to take care of the residents and taxpayers. Mr. Neill said that is what they are trying to do. Mr. Frazier stated that he has no problem with cleaning the ditch on his property and he agreed to that but that is not an issue as long as it is done right and is quality work. They are blaming the perennial stream in front of his property for the flooding but that is not where the problem is. Mr. Edkins said he has seen the paper work from DES that the issues with Mr. Poisson have been resolved. Mr. Neill noted that they have been held up with permitting. Mr. Weed said the State is holding us up with time and money. The culvert beyond Smith and Allen is full of sediment. Mr. Frazier asked what the time frame is. Mr. Edkins said that he should ask DES. Mr. Neill summarized by stating that they are trying to move forward but we are waiting for permitting from the State and the list of requirements for the work that we are going to do over there is page-after-page of items but they will comply with it.

SELECTBOARD COMMENT: None.

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

Payroll: The Selectboard approved and signed the Payroll check register for January 8, 2013.

Accounts Payable: The Selectboard approved and signed the Accounts Payable check registers and manifests dated January 4th, 2013, three sets dated January 10th, 2013, and January 17, 2013.

Purchase Orders: The Selectboard approved and signed the following purchase orders: 1) Ambulance Department – Claremont Ford/Lincoln - \$952.66; 2) Highway – Cargill Deicing Technology - \$7,875.59; 3) Highway – Charlestown Cornerstone LLC - \$1,286.35 (signed by Mrs. Ferland and Mr. Grenier); 4) Highway - Charlestown Cornerstone LLC - \$1,633.96 (signed by Mrs. Ferland and Mr. Grenier); and 5) Highway – Charlestown Cornerstone LLC - \$759.74 (signed by Mrs. Ferland and Mr. Grenier).

Abatement: The Selectboard approved and signed an abatement for TransCanada Hydro Northeast due to an improper distribution of utility values in the amount of \$8,986.47.

APPOINTMENTS, PERMITS, LICENSES, & RESOLUTIONS: None.

CORRESPONDENCE:

Thank You Note: The Selectboard received a Thank You note from Marlene DeCamp for the gift card she received as an employee of the Town.

Highway Safety Agency: A letter was received from the State regarding the “FY2014 Financial Assistance for Cities and Towns” regarding the planning process for the allocation of federal

funds starting October 1, 2013. Police Chief Smith usually submits this application for his speed and DUI patrols. The deadline is March 1, 2013.

Twin State Engineering: Acknowledgement was made of a letter from Twin State Engineering regarding the work that was done at the Fire Station regarding the roof purlin reinforcement. Roger Thibodeau of Twin State Engineering wrote up the specifications and plans for it and has inspected the work. The company that did the work was Multi-Weld Services of Contoocook, NH. Mr. Thibodeau's letter states that the work is complete and in accordance with the plans and specifications.

Recycling Ordinance: The Selectboard is in the process of reviewing the Recycling Ordinance that is in the file folder.

Veterans Credit: Mrs. Clark called Mr. Edkins attention to a Bill in the Legislature providing that when somebody that is eligible for a Veterans Credit purchases a piece of property they could take advantage of the Veterans Credit immediately for a pro-rated portion of the year when they took ownership. Right now if a Veteran buys a property after April 1st they do not get the Veterans Exemption for that year. Mrs. Clark doubted that the Tax Collectors would take a position on it because it is more of an assessing issue rather than a tax collection issue. There will be a hearing on this next week.

2013 Annual Warrant for the Fall Mountain Region School District: A copy of the School District Warrant is in the Selectboard "read" file. If all articles pass it would result in a \$2.00+ increase on the tax rate.

COMMITTEE REPORTS:

There was a consensus to pass over making Committee Reports at this meeting.

ADMINISTRATIVE ASSISTANT'S REPORT:

Vacation: Mr. Edkins will be out of the office from Monday, January 28th through Friday, February 1st, 2013.

Town Office Closing: The Town offices will be closed to the public on Friday, January 18th, to allow time for the staff to do year-end work.

File Folder: Mr. Edkins cleaned out the file folder today. He moved the legal documents to a separate folder. When doing so he came across the spreadsheet on the Police Building donations. There is a monthly bank charge on the balance left in that account. Mr. Neill asked Chief Smith to work on a plan on what he wants to do in the unfinished basement because we need to spend that money.

Morway's Park: Mr. Edkins advised that the park owners were willing to take possession of the abandoned mobile home in Morway's Park if the Selectboard was willing to abate all but \$2,000 of the unpaid taxes. The Selectboard was willing to abate all but \$4,000. The owners suggested that we meet in the middle at \$3,000.

Mrs. Ferland moved to abate all but \$3,000 of the back taxes on the abandoned mobile home in Morway's Park. Mr. Grenier seconded the motion. With all in favor, the motion was approved.

Water and Wastewater Department: Mr. Duquette handed in a job description for the vacancy in that department.

OLD BUSINESS:

2013 Budget & Warrant Article Recommendations:

ARTICLE VIII: New Ambulance: Mr. Neill, Mrs. Ferland and Mr. Grenier voted to **RECOMMEND** this Article for the new ambulance.

ARTICLE VII: New roll-off truck for the Transfer Station: Mr. Neill, Mrs. Ferland and Mrs. Grenier voted to **RECOMMEND** this Article for the new roll-off truck for the Transfer Station.

ARTICLE VI: Heating System Upgrades at the Town Hall: Mr. Neill, Mrs. Ferland and Mr. Grenier voted to **RECOMMEND** this Article for the Heating System upgrades at the Town Hall.

ARTICLE V: Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund: Mr. Neill, Mrs. Ferland and Mr. Grenier voted to **RECOMMEND** this Article for the Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund.

ARTICLE IV: Highway Heavy Equipment Capital Reserve Fund: Mr. Neill, Mrs. Ferland and Mr. Grenier voted to **RECOMMEND** this Article for the Highway Heavy Equipment Capital Reserve Fund.

ARTICLE III: Real Estate Reappraisal Capital Reserve Fund: Mr. Neill, Mrs. Ferland and Mr. Grenier voted to **RECOMMEND** this Article for the Real Estate Reappraisal Capital Reserve Fund.

ARTICLE II: Budget:

Mrs. Ferland pointed out that the Finance Committee recommended to the Selectboard to put the \$11,600 back into the budget to bring the Home Health Care and West Central Behavioral Health back to their original requests. Mr. Edkins noted that the Finance Committee talked about what a great job the Selectboard did on this budget and they voted to put that back in based on what they heard at the Public Hearing. Mr. Grenier noted that the two agencies said if the funding was cut they would have no other choice but to cut back on their services as well and he is not in favor of that. Mr. Neill summarized the discussion by stating that they are all in agreement to reinstate this funding. Mr. Edkins advised that before the Selectboard restored the \$11,600 the budget was up \$86,244. Mr. Neill wanted the record to show that before they started the budget process, between the retirement requirements, health insurance, the \$14,000 for the transportation that was voted separate last year, and the legal fund they were faced with \$76,000+/- a few hundred

in additional funding than a year ago. With the \$11,600 added back in it results in a 2.6% increase; they were very conservative so he hopes the voters have no problem in passing the budget. He was disappointed that the Finance Committee did not give the Selectboard a goal up-front. They knew that the original presentation was a 5.6% increase and would probably have to be trimmed. Mr. Grenier felt that the damage to the tax rate was minimal. Mr. Edkins explained that the total budget with the additions is \$3,737,208.

Mrs. Ferland moved to approve and RECOMMEND the 2013 Budget at a total of \$3,737,208. Mr. Grenier seconded the motion. With all in favor, the motion was approved.

Filing Period: Mr. Edkins reminded anyone wishing to run for an office that the filing period is from Wednesday, January 23rd through February 1st, 2013.

ADJOURNMENT:

Mrs. Ferland moved to adjourn this meeting. Mr. Grenier seconded the motion. With all in favor, the motion was approved. The time was 5:49 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 February 6, 2013, Selectboard meeting.)