

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
AUGUST 16, 2017**

Selectboard Present: Art Grenier (Chair); Steven Neill; Thomas Cobb

Staff Present: David Edkins – Administrator
Patrick Connors – Police Chief
Patty Chaffee – Town Clerk / Tax Collector

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Mr. Grenier called the meeting to order at 6:30 PM and welcomed everyone. The Pledge of Allegiance was recited. Mr. Grenier advised that meetings are recorded and asked that anyone wishing to speak identify themselves for the record. Comments should be addressed to the Chair.

MINUTES OF PREVIOUS MEETINGS:

Mr. Neill moved to approve the Minutes of the regular Selectboard meeting of August 2, 2017, with the following corrections. Mr. Neill noted on page 3, last sentence: change “off” to “out” some concrete. On page 5, Town Clerk, change “They have done quite a bit of business on the 4th Saturday” to “the last Saturday of the month”. Seconded by Mr. Grenier. The Minutes were signed by two Selectboard members. With Mr. Neill and Mr. Grenier in favor, the Minutes were approved as corrected. Mr. Cobb abstained as he was not present at this meeting.

Mr. Neill moved to approve the Minutes of the Non-Public Selectboard Session of August 2, 2017, as presented. The Minutes were signed by two Selectboard members. Seconded by Mr. Grenier. With Mr. Neill and Mr. Grenier in favor, the Minutes were approved. Mr. Cobb abstained as he was not present at this meeting.

Mr. Neill moved to approve the Minutes of the Selectboard Workshop Session of August 8, 2017, with the following correction. On page 2, third bullet down, the first half of the sentence is correct but the second half is not correct. Change “even if the material itself was generated outside of Town” to “if the material was generated in Town”. Mr. Cobb recommended adding “as per the Ordinance”. The Minutes were signed by three Selectboard members. Seconded by Mr. Cobb. With all in favor, the Minutes were approved as corrected.

Mr. Neill moved to approve the Minutes of the Selectboard Workshop Session of August 15, 2017, with the Department of Transportation, as presented. The Minutes were signed by three Selectboard members. Seconded by Mr. Cobb. With all in favor, the Minutes were approved.

FINANCIAL ADMINISTRATION – Payroll, Purchase Orders, Manifest, Contracts, Warrants, Abatements, etc.:

Payroll: Three Selectboard members approved and signed the Payroll Register and Direct Deposit Register dated August 15, 2017 and a Supplemental Payroll Register and Direct Deposit Register dated August 16, 2017.

Purchase Orders: Three Selectboard members approved and signed three purchase orders. A list was available for the public to review.

Accounts Payable: Three Selectboard approved and signed the Accounts Payable voided Check Register for two checks dated August 16, 2017.

MS-1: Three Selectboard members approved and signed the MS-1 Extension Request Form. It goes to the Department of Revenue Administration.

Crown Point Mobile Home Coop Project: A proposal for the Crown Point Mobile Home Coop Project was received from Donna Lane to administer the CDBG Grant Program.

Mr. Cobb moved to adopt and to authorize the Chair to sign the Code of Ethics and the Financial Management Plan for the Crown Point Mobile Home Coop CDBG project on Old Claremont Road. Seconded by Mr. Neill. With all in favor, the motion was approved.

APPOINTMENTS, PERMITS, LICENSES & RESOLUTIONS: There were no Appointments, Permits, or Licenses to come before this meeting.

CLIMATE CHANGE RESOLUTION – John Streeter: Copies of the “Resolution In Support of Climate Action by the Town of Charlestown” document were distributed. A copy will be attached to these Minutes. Mr. Streeter, as a representative of some concerned citizens, asked the Selectboard if they would consider signing this Climate Change Resolution. Mr. Neill pointed out that the last sentence states “to the extent that this resolution does not incur more unfunded mandates from the state”; he would like to see “federal” included as this is important. Mr. Grenier mentioned the Selectboard had talked to Mr. Streeter about some concerns with “unfunded mandates” as it could force the Town to spend money they do not have. Mr. Streeter would be willing to add “federal”. Mr. Cobb appreciates what these folks are trying to do. In the past the Selectboard has always been energy efficient; the last few years they really pushed for this. It saves the taxpayers money. After the change is made he wants to take it to some businesses in Town to get their input. Mr. Grenier noted for the record they do strive for this already as they are in favor of clean water, air, etc. Mrs. Kathleen Eames submitted a “written statement of support” with some philosophical input she has been working on. Ms. Katie Lajoie will email another document to Mr. Edkins for the Selectboard to review. The Selectboard will revisit this agenda item during their next meeting on September 6th.

Mr. Cobb referenced the document from Mrs. Eames that indicates it will be used as a “Petition to the Governor”. If so he will not sign a Petition. Mr. Streeter will look into that. He feels it is just to let the State know everyone is signing onto these principles.

DEPARTMENT HEAD & COMMITTEE REPORTS:

Police Department: Police Chief Connors reported they have been very busy. Work is being done on the building. They are still working on Fire Arms Training and had a good day at the range last week. An officer has started the Police Academy. Mr. Neill asked what they have done regarding carbon monoxide detectors in the SUV cruisers. Chief Connors replied they were put in all the cruisers the next day. The Ford Interceptor was taken to Gateway Motors to be checked. He talked about the research he had done on this issue.

Ambulance Department: Police Chief Connors said they are still going strong. Classes are going well. He is working on preliminary figures for the 2018 budget.

Selectboard Office: Ms. Chaffee advised that things are going well. September 12th is the Employee Training Day so the office will be closed. Transfer Station stickers are now on sale. Last week they sent out 60+ letters to businesses and landlords of multi-family dwellings to make them aware of the new Transfer Station regulations. The office staff has been told that it is not up to them to make decisions on waivers; it is a Selectboard decision. Mr. Grenier said it will have to be on a case-by-case basis. The changes are explained in the Minutes of the Workshop Session of August 8th. Ms. Chaffee mentioned the Fire Department recently made a delivery of 1,800/gallons of water needed for livestock. She spoke to Mr. Duquette and Mr. Grenier about the billing. There was a consensus to table this for now to allow time for some research and to discuss this with Mr. Duquette at a Workshop.

Recreation Department: Ms. Chaffee reported the pool will be closing this Sunday. The cover will be put on Tuesday, August 22nd. She will coordinate the anti-freeze with Mr. Dwight Smith.

Workshops: The Selectboard agreed to schedule two Workshop Sessions for 4:30 pm as follows:

- Monday, August 21st with Ms. Chaffee;
- Wednesday, August 23rd with Mr. Duquette.

PUBLIC COMMENT:

Mr. Tom Luck: Mr. Luck heard the Selectboard was talking about opening up Town roads to ATVs. Are they thinking seriously about this or is it for future reference. Mr. Grenier replied they talked about this and asked Chief Connors about doing some research with towns that are currently doing it; is it working for them. Mr. Luck is not opposed to this but wonders what the Town will get out of it. He talked to some surrounding towns and explained their advantages and disadvantages. Mr. Grenier noted some towns that are doing this up north have increased their economy “ten-fold”. There would be a Public Meeting on this before it would be adopted; it will be advertised and posted.

SELECTBOARD COMMENT:

Patch Park: Mr. Edkins noted the Primex representative will be here tomorrow during their Joint Loss Management Committee meeting. Patch Park will be discussed. Mr. Cobb said some of their pictures of playgrounds and equipment is not even from the Town of Charlestown.

Scenic Hill: Mr. Cobb asked if the signs were put up. Mr. Neill knew Mr. Weed had ordered them but was not sure if they were up.

Hubbard Hill: Mr. Cobb asked Mr. Edkins if he had called the State about this cut. Mr. Edkins had called and was told another letter with the corrected dates would be sent to the Town but it has not as yet been received.

Claremont Savings Bank: Ms. Chaffee and the Treasurer, Ms. Michelle Snide, attended a meeting at the Claremont Savings Bank to discuss what services they provide. The bank representative would be happy to meet with the Selectboard in the future.

False Alarms: Mr. Cobb has noted a lot of calls to the dispatcher for alarms. Are we billing for these calls? Chief Connors replied in the past some businesses have been charged but he is not sure what the Fire Department does. There are places with multiple alarms. Mr. Cobb felt businesses should be charged if they have five false alarms a year or more than once a month. Mr. Neill suggested Chief Connors get the history of the past six months before any decisions are made. Chief Connors will get figures from Jen and bring the summary back to the next meeting. He will also check with Fire Chief Baraly. Ms. Chaffee pointed out the Town does not charge when a call comes in for a lift assist; charges are only made for ambulance transports.

ADMINISTRATOR'S REPORT & CORRESPONDENCE:

Charlestown Historical Society: Mr. Edkins mentioned the Charlestown Historical Society agreement for the Bakery Building. There was a consensus of the Selectboard that a written agreement is not necessary. They did not have an agreement at the old Town Hall.

Dell Street Drainage Issues: Mr. Edkins received a plan from Ms. Erin Darrow for the Depot Street/Dell Street drainage issues. This was also sent to Mr. Keith Weed and Mr. Hildebrand. Mr. Grenier felt they had a productive meeting and are going in the right direction. Mr. Edkins was asked to get the easement done at the end of Dell Street.

David Avenue: Replying to a question from Mr. Neill, Mr. Edkins is still working on obtaining the easement from the homeowner.

Unity Stage Road / Stage Road: Mr. Edkins was contacted by the Town of Unity office. Unity Stage Road is in Charlestown but Stage Road starts at the Unity Town line. The Town of Unity would like to put up a directional sign at the Town line indicating that Stage Road starts there. The Selectboard had no objections provided Unity pays for the sign.

Bellows Falls Road: Mr. Edkins mentioned a property owner on Bellows Falls Road in South Charlestown submitted a Wetlands Permit to DES regarding a boat dock. DES has requested additional information.

Letter to Selectboards: Mr. Edkins did a draft letter that will go to the other FMRSD towns asking if there is any interest in joining forces to encourage our FMRSD School Board to exercise greater constraint in developing its annual budget. The Selectboard approved this letter. Mr. Grenier would like to know they responded as soon as they come in.

Transfer Station Stickers: Mr. Edkins mentioned Ms. Chaffee talked a little earlier in this meeting about letters mailed to businesses / landlords regarding changes at the Recycling Center. Two replies were received. Mr. Grenier saw no problems with their responses as they sound reasonable. Design Standards would like a \$50/waiver as they only do recycling. They would be asked to get a recycling sticker for \$5/good for two years. The other letter with a request was approved.

Sidewalks: A letter was received from Charles and Joyce Higgins agreeing with Mr. Ilves on the replacement of sidewalks.

Department of Transportation: A letter was received from the DOT providing clarification on the uses and process for receiving and expending the Highway Block Grant Aid. It can be used for sidewalks but a decision had been made not to use this funding for sidewalks but rather continue the original schedule for sidewalk replacement/reconstruction.

OLD BUSINESS:

Tax Deeded properties: Mr. Edkins sent out notices/letters on the tax deeded properties.

Cemetery Deed: Mr. Edkins received an email from Attorney Fulton tonight advising they found a slight complication relative to the request from the Cemetery Trustees regarding the Simpson Deed transfer. She will send a recommendation to the Selectboard next week.

Pecor Road and Old Cheshire Turnpike: Ms. Darrow submitted a contract for the Hazard Mitigation project on Pecor Road and Old Cheshire Turnpike. There was a consensus of the Selectboard to postpone moving forward with this project at this time.

EX-OFFICIO COMMITTEE REPORTS:

Conservation Commission – Steve Neill: The Conservation Commission will meet next Monday night.

CEDA – Tom Cobb, Dave Edkins: There have been no recent CEDA meetings.

Planning Board – Tom Cobb, (Art Grenier & Steve Neill, Alts.): Mr. Cobb reported the PB met last night. There was a lengthy discussion on policies and how to deal with problems that occur with new applications. Retail-to-Retail changes of use were discussed, are they grandfathered and should they be required to come in to talk to the PB about regulations that apply to them; Mr. Edkins will do some research. They also talked about cleaning up procedures.

Heritage Commission – Art Grenier: The Heritage Commission will meet next Monday.

Recreation Committee – Art Grenier: The Recreation Committee will meet again on the first Tuesday in September.

NON-PUBLIC SESSION – RSA 91-A:3 II:

Mr. Cobb moved to enter into a Non-Public Session pursuant to RSA 91-A:3 II to discuss (a) Personnel, (c) Reputations and (e) Pending Claims or Litigation. Mr. Neill seconded the motion and, on a roll call vote with all in favor, the motion was approved at 8:37 PM.


The regular Selectboard meeting resumed at 10:30 PM.

ADJOURNMENT:


Mr. Cobb moved to adjourn this meeting. Seconded by Mr. Neill. With all in favor, the meeting was adjourned at 10:30 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Approved,


Art A. Grenier, Chair

Steven A. Neill


Thomas O. Cobb


(Note: These are unapproved Minutes. Any corrections will be found in the Minutes of the September 6, 2017, Selectboard meeting.)

Resolution In Support of Climate Action by the Town of Charlestown

WHEREAS, climate change poses a major threat to the health and livelihood of New Hampshire's communities and towns, with impacts as wide-ranging as increased flooding, drought, reduced water supply, forest fires, habitat loss, and the ever-increasing inroads by invasive species; and

WHEREAS, the National Oceanic and Atmospheric Administration reports that 2015 was the warmest year since recordkeeping began, and that all ten of the warmest years on record have occurred since 1998; and

WHEREAS, climate change, if unchecked, will have ever increasing impacts on human health, natural systems, wildlife and infrastructure, creating mounting costs for individuals, communities, businesses and local governments; and

WHEREAS, climate change has had a disproportionate impact on low income families and the most disadvantaged members of our communities; and

WHEREAS, the solutions to climate change present economic opportunities in clean energy, efficient technology, and low-carbon products and services, all of which can create jobs across New Hampshire and in our town; and

WHEREAS, cities and towns have a major impact on carbon emissions through land use planning, transportation systems, building codes, and services such as providing clean drinking water, wastewater treatment plants, and building energy use, and

WHEREAS, city and town governments have both a unique opportunity and responsibility to implement programs that result in real emissions reductions; and

WHEREAS, many local and regional entities are transitioning to low-carbon energy sources, and New Hampshire businesses can be leaders in providing energy efficiency and renewable energy technologies and services;

NOW, THEREFORE BE IT RESOLVED, that the Select Board of the Town of Charlestown is committed to taking such local actions as are within its purview to limit global temperature rise below 2 degrees Celsius; and

BE IT FURTHER RESOLVED, that to the extent that this resolution does not incur more unfunded mandates from the state, the Select Board of the Town of Charlestown stands ready to join with other communities and towns across the state, to provide the leadership at the local level that will reduce greenhouse gas emissions, protect our most vulnerable residents from the impacts of climate change, and reap the benefits of the transition to a clean energy economy.

CLIMATE CHANGE RESOLUTION

August 16, 2017

To the Selectboard: Thank you for putting the Climate Change Resolution — which has been previously reviewed by you— on tonight's agenda. Your in-put & discussion with John Streeter is also appreciated.

I have lived in Charlestown for 39 years, have watched the town grow and meet the challenges over the decades and I am proud of our town. Charlestown has already demonstrated its awareness of the need to reduce its greenhouse footprint by making good decisions around climate change and energy, such as installing energy efficient lighting, a recycling center at our well run Transfer Station, looking into solar panels and management of land and river erosion, to name a few of the towns endeavors. These actions are good for the economy and good for public health.

All over the United States, states have signed on with their governors, mayors,(270), college & university leaders, businesses and investors to declare in a bi-partisan coalition that they will continue to support climate action to ensure the transition to a clean energy economy that benefits that state's security, economic prosperity and public health.

In New Hampshire, a growing number of cities and towns are signing on either by petition to Governor Sununu or by resolution such as being presented here. Originally, in 2015, New Hampshire was the 7th state to sign on to the Climate Accord. To date, in our region, 9 cities/ towns have signed on — Dover, Lebanon, Nashua, Portsmouth, Concord, Plainfield, Cornish & Hanover, with others pending.

New Hampshire's climate is changing— spring is arriving earlier with heavier rainstorms and summers are hotter and drier. Flooding is likely to be worse during winter & spring, and droughts worse during summer and fall. (Alstead flood, 2005) All this impacts winter recreation, agriculture, wetland loss, coastal flooding, ecosystems and human health. The NH Drought Management Team statistics over 30 year increments have shown an increase in storms, flooding, droughts, farm crop failures, as well as an increase in lyme disease, asthma and allergies, with a decrease in fish and snow days for skiing & outdoor activities.

Health wise, children, the elderly, the sick and the poor are greatly impacted increasing the need for fuel assistance in the winter and air conditioners in the summer. Doctor offices, emergency rooms and hospitals see increased need for treatment and businesses suffer with lost work days.

Whenever and wherever possible, we should strive to control what we can here in Charlestown, as every little bit counts, not just today but for tomorrow and all the tomorrows to come so that when we here today are old and grey, our children & grandchildren inherit a town that showed a serious commitment to the well being of residents, the land, the river & streams and the air we breathe.

KATHLEEN EAMES
8 CORAL AVE
CHARLESTOWN, NH 03603
603-826-0120

6/15/2017	85721 ambulance	Valley Regional Hospital	general store services- pharmacy meds	2,023.33
8/8/2017	84745 highway dept	all states asphalt	chip sealing	77,533.08
8/9/2017	84746 WATER DEPARTMENT	eastern analytical	lab services for wells	800.00

ATTENDANCE

MEETING OF THE TOWN OF CHARLESTOWN, NH
SELECTBOARD

DATE Aug. 16, 2017

<u>NAME (Please print)</u>	<u>AGENDA ITEM OF INTEREST</u>
<u>Carl R Mack Jr</u>	
<u>Cameron Payne</u>	
<u>John Slood</u>	<u>Climate Change</u>
<u>John Lajoie</u>	<u>"</u>
<u>Kate Lajoie</u>	<u>"</u>
<u>Mary Holmes</u>	<u>"</u>
<u>Kathleen James</u>	<u>"</u>
<u>Pat Kuoire</u>	<u>"</u>
<u>Kendra Jakoboff</u>	<u>"</u>
<u>Jim McChambers</u>	<u>"</u>
<u>Nancy Fought</u>	
<u>Tom Luck</u>	<u>ATV ON ROAD PUBLIC COMMENT</u>
<u>Aare Ilves</u>	

**TOWN OF CHARLESTOWN
NONPUBLIC SELECTBOARD SESSION
AUGUST 16, 2017**

Selectboard Present: Art Grenier (Chair); Steven Neill; Thomas Cobb

Staff Present: David Edkins – Administrator
Patty Chaffee – Town Clerk/Tax Collector/Selectboard Office
Regina Borden – Recording Secretary

Call to Order: Mr. Grenier called this Nonpublic Session to order at 8:55 PM.

Reputations: There was discussion relative to incidents involving a resident, ambulance calls and a possible health issue. Ms. Chaffee and Mr. Neill were contacted, will continue to assist as needed and work with the ambulance service.

Personnel: The Selectboard talked about a possible vacancy in the Health & Human Services office and options on the best way to proceed. Although there is no firm date there was a consensus to advertise and accept applications until the position is filled.

Reputations: Mr. Grenier had been approached by the Welfare Director for assistance on the best way to resolve an unusual request for which there are no guidelines. The Selectboard recommended she do more research to confirm the facts that were presented.

Pending Claims or Litigation: The Selectboard reviewed documents in connection with an on-going pending claim.

Reputations: A decision was made to have the water service permanently disconnected on a property where there is no meter however there appears to be periodic water usage. The termination process to be used was agreed to by the Selectboard. Ms. Chaffee will talk to Mr. Duquette to Monday.

Personnel: The Selectboard talked about a personnel issue. There was a lengthy discussion involving compensation time, over-time and time cards.

Adjournment:


Mr. Cobb moved to adjourn this Nonpublic Session. Mr. Neill seconded the motion; on a roll call vote with all in favor, the meeting was adjourned at 10:30 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Approved,


Art A. Grenier, Chair


Steven A. Neill


Thomas O. Cobb

(Note: These are unapproved Minutes. Any corrections will be found in the Minutes of the September 6, 2017 Selectboard meeting.)

