

**TOWN OF CHARLESTOWN  
SELECTBOARD MEETING  
SEPTEMBER 20, 2017**

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

Staff Present: David Edkins – Administrator  
Keith Weed – Highway Superintendent  
David Duquette – Water and Wastewater Superintendent  
Patrick Connors – Police Chief  
Charles Baraly – Fire Chief and Emergency Management Director  
Patricia Chaffee – Town Clerk / Tax Collector / Selectboard Office

**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 September 6, 2017, regular Selectboard meeting, as presented. The Minutes were signed by two Selectboard members. Seconded by Mr. Cobb. With Mr. Cobb and Mr. Grenier in favor, the Minutes were approved. Mr. Neill abstained as he was not present at this meeting.**

**Mr. Neill moved to approve the Minutes of the September 6, 2017, Non-Public Selectboard Session, as presented. The Minutes were signed by two Selectboard members. Seconded by Mr. Cobb. With Mr. Cobb and Mr. Grenier in favor, the Minutes were approved. Mr. Neill abstained as he was not present at this meeting.**

**PUBLIC HEARING – Acceptance of Supplemental DOT Highway Funding:** Mr. Grenier called this Public Hearing on Acceptance of Supplemental Department of Transportation (DOT) Highway Funding to order at 6:34 PM. He read the following notice:

“Pursuant to the provisions of RSA 31:95-b, the Selectboard of the Town of Charlestown, NH, will hold a Public Hearing on Wednesday, September 20, 2017, at 6:30 PM in the Silsby Library Community Room, 26 Railroad Street, Charlestown, NH to hear public comment on the acceptance and expenditure of unanticipated revenue in the amount of \$133,664.36 from the NH Department of Transportation in supplemental Highway Block Grant funds. Any and all persons wishing to be heard on this matter are invited to attend the hearing and make their opinions known. Written comments may be submitted to the Office of the Selectboard, 216 Main Street, PO Box 385, Charlestown, NH 03603”.

There being no public comments, Mr. Grenier closed this Public Hearing at 6:36 PM.

**Mr. Cobb moved to accept these unanticipated funds in the amount of \$133,664.36 from the NH DOT, as supplemental Highway Block Grant funds. Seconded by Mr. Neill. With all in favor, the motion was approved.**

Mr. Edkins reported these supplemental funds are to be expended for additional work over and above what was originally budgeted for highway work. Mr. Ilves asked what the funds are going to be spent on. Mr. Weed explained some funds will be added to this year's paving; they will take about \$30,000-to-\$35,000 out of the unanticipated funds. This will complete paving on the south end of Town. Mr. Grenier added a part of the funds will be used for the Red-listed Bridge on the Borough Road. Unexpended funds can be carried over into next year. Mr. Neill noted they are still waiting for a quote on the bridge that is why they do not yet have a specific figure. To summarize the funds will be used as follows: 1) Red-listed Bridge on Borough Road; 2) Drainage off Main Street; and 3) to pave roads on the south end of Town.

**PUBLIC HEARING – Water/Sewer Rates & Quarterly Billing:** Mr. Grenier called this Public Hearing on the Water/Sewer Rates & Quarterly Billing to order at 6:40 PM. He read the following notice:

“The Selectboard of the Town of Charlestown, NH, acting in their capacity a Water & Sewer Commissioners will hold a Public Hearing on Wednesday, September 20, 2017 at 6:30 P.M. in the Silsby Library Community Room, 216 Railroad Street, Charlestown, NH to hear public comment on a proposed revision of the Town's Water & Sewer Rate Schedule and conversion to quarterly billing. Copies of the proposed new rate schedule are available for public review at the Office of the Selectboard during regular business hours. Any and all persons wishing to be heard on this matter are invited to attend the hearing and make their opinions know. Written comments may be submitted to the Office of the Selectboard, 233 Main Street, PO Box 385, Charlestown, NH 03603.”

Copies of the proposed new rates were available to the public (copy attached). Mr. Cobb pointed out the Town is under obligation by the State to go to quarterly billing. Mr. Duquette confirmed these numbers were agreed to by both the Selectboard and himself. Ms. Chaffee said they did not talk about additional unit fees; people who have multi-family homes. Mr. Duquette replied the \$35.00 will be divided into four quarterly payments. This number was not adjusted. Mr. John Streeter said in the past there was a question about the Water Department holding its own; is that reflected in these numbers. Mr. Grenier replied with these increases the Commissioners want to pay back the General Fund the amount the Water and Sewer Department owes it. It is about \$50,000/year. This will also go toward the department's operating expenses and infrastructure work. Mr. Streeter asked if any consideration was given to connecting North Charlestown to the Town system. Have they considered doing a study? Mr. Duquette wants to put an engineering study together. Mr. Neill added that the best route to make the connection must be considered; it is a part of their long-range plan. Mr. Streeter mentioned that Charlestown has some of the best water in the area. This is investing in one of the Town's best resources. Mr. Streeter would like to see a proposal presented to the users in the near future on connecting the two systems. Mr. Duquette advised the lagoon at the Wastewater Plant is over 30 years old; it needs to be cleaned. Mr. Ilves mentioned this is approximately a 30% increase. Mr. Grenier replied that the Board considered even higher increases; this was the best proposal. Mr.



Cobb said this will be a 10-to-12 year plan for payback to the General Fund. It would have been a 50% increase when they were looking at a 5-to-7 year payback period. Charlestown is on the lowest end of the scale for water and sewer rates in NH. Mr. Duquette's electricity bills are between \$48,000-and-\$50,000/year. Replying to a question from Mr. Ilves, Ms. Chaffee said the Water and Wastewater Department owes the General Fund about \$300,000. Mr. Grenier mentioned when users do not pay their bills a lien is put on their property and the Town General Fund purchases those liens. Mr. Neill pointed out the funds they appropriate every year have not been overspent but these other factors contributed to the deficiency. Ms. Chaffee advised the money market funds have been separated again after having been combined several years ago; it will mean more manual work for the office. Moving forward the water and sewer liens will be tracked to their respective accounts. There was discussion relative to people on Social Security being on a limited income however the voters recently approved an increase for the Elderly Exemption and Veterans' Exemption.

There being no other public comments, Mr. Grenier closed the Public Hearing at 7:08 PM.

**Mr. Cobb moved to approve the quarterly rates for the Water and Sewer Department to be effective October 15, 2017. Seconded by Mr. Neill. With all in favor, the motion was approved.**

Mrs. Kathleen Eames asked if the Selectboard had considered quarterly billing for property taxes. Mr. Neill replied it can be done however the Selectboard have not yet discussed it.

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

**Payroll:** The Selectboard approved and signed the Payroll Check Register and Direct Deposit Register dated September 19, 2017, for one check that needed to be replaced. The regular payroll was approved and signed last week.

**Purchase Orders:** The Selectboard approved and signed two purchase orders as follows:

- 1) Highway Department - R & R Communications in the amount of \$626.25;
- 2) Fire Department – S.G. Reed for an amount not to exceed \$4,000 for truck inspections.

**Contract:** The Selectboard acknowledged receipt of the breakdown figures from Pike Industries for the following roads (Wetherby Road, Old State Road, Bowen Crossing and Old Cheshire Turnpike) for the total of \$85,135.00. Approximately \$35,000 will be taken from the DOT unanticipated funds; the balance was budgeted.

**Permit Application:** Acknowledgement was made of the Groundwater Management Permit Renewal application prepared by Underwood Engineers for the old landfill. Sampling needs to be done every year but the permit needs to be renewed every five years. Underwood has been talking about sampling schedule changes with the Department of Environmental Services and is recommending reduction in sampling from once a year to once every two years in April and a reduction in summary report submittals from every two years to every five years. The report has

to be done by a licensed engineer. Mr. Grenier signed the application on behalf of the Selectboard.

**Warrant for Timber Tax Levy:** The Selectboard approved and signed the Original Warrant for two Timber Tax Levies in the amounts of \$796.91 and \$4,082.43.

**Notice of Intent to Cut Wood or Timber:** Two Selectboard members approved and signed the Notice of Intent to Cut Wood or Timber on the North Hemlock Road for the Conservation Commission sale on the Reservoir Lot.

**Conservation Commission:** Mr. Grenier, as Chair, signed the request of the Conservation Commission Wetlands Notification on the Acworth Stage Road.

**Cemetery Contract** – At the previous meeting Mr. Grenier and Mr. Cobb discussed the contract from New Water Paradigm Management, LLC for bank stabilization in Forest Hill Cemetery however Mr. Neill was not present. Mr. Edkins advised the engineers from DuBois and King will be in Town tomorrow and will look at the bank. This money can be encumbered until next year provided a contract has been signed to proceed with the work.

**Mr. Neill moved to table this proposal from New Water Paradigm Management, LLC indefinitely. Seconded by Mr. Cobb. With all in favor, the motion was approved.**

Mr. Ilves asked if the Cemetery Trustees or Selectboard will sign a contract for this work. Mr. Edkins said DuBois and King would submit a proposal that would be reviewed by the Cemetery Trustees and the Selectboard but the Selectboard would sign the contract. The Cemetery Trustees had received proposals on options from M & W Soils Engineering. Mr. John Bruno also looked at the bank. It had been suggested that geo-textile and junipers would provide bank stabilization. Mr. Grenier requested Mr. Ilves provide copies of these reports for the Selectboard to review. Mr. Neill recommended they ask Mr. Rhoades if he would put together an engineering report.

**Mr. Cobb moved to reject this proposal from New Water Paradigm Management, LLC. Seconded by Mr. Neill. With all in favor, the motion was approved.**

**MS-4 Rules:** Mr. Duquette suggested the Selectboard look into these new federal rules. This will be brought to the attention of DuBois and King.

Mr. Edkins reported there is a meeting next week in Concord to address the EPA delegating authority to the State to administer the Discharge Permit program. Mr. Edkins was asked to attend this meeting.

**APPOINTMENTS, PERMITS, LICENSES & RESOLUTIONS:**

**Finance Committee:** Mr. Edkins reported there is one vacancy on the Finance Committee. The committee meets every Monday evening from early November through the middle of January. An appointment does not need to be made at this meeting.

**PUBLIC COMMENT:**

**Resolution In Support of Climate Change Action by the Town of Charlestown:** Mr. Grenier reported the Selectboard had reached out to some businesses and they thought this Resolution was a great idea. After much consideration, the three Selectboard members are also in support of the Resolution.

**Mr. Cobb moved to adopt this Resolution In Support of Climate Change Action by the Town of Charlestown. Seconded by Mr. Neill. With all in favor, the motion was approved.**

A copy of the Resolution will be attached to these meeting minutes. Mr. Grenier thanked Mr. Streeter and other supporters who have attended these meetings. Mrs. Kathleen Eames thanked the Selectboard for their efforts. She is impressed after coming to these meetings and seeing how the Selectboard is handling public business.

**Charlestown Senior Center:** Mr. Jim Jenkins attended the last Selectboard meeting and, because the Finance Committee meetings will be starting soon, he felt it best to come in to check on the next step for having an Article on the Warrant for the Senior Center. Mr. Grenier said usually if the Selectboard support a Warrant Article Mr. Edkins will assist in writing it. Mr. Neill noted the next step is for Mr. Jenkins to make a presentation to the Finance Committee.

**Public Hearing – Cemetery Trustees:** Mr. Ilves advised the Cemetery Trustees will be holding two Public Hearings next Tuesday, September 26<sup>th</sup> at 6:30 PM in the Old Town Hall. The first Public Hearing will be on the fence in Forest Hill Cemetery; whether to paint the existing fence or replace it with a vinyl fence. The second Public Hearing will be to change the Cemetery rules to facilitate the transfer of lots.

**Re-use Center:** An email was received from Mrs. Pat Royce asking the Selectboard to consider keeping the Re-use Center open through the winter months. The volunteers are willing to put in their same hours. One volunteer has a small space heater (electric oil-filled radiator) to take the chill off the building when they are there. Mr. Neill thought the Selectboard might see a request from Mrs. Royce and volunteer group to include money in the next budget for insulation and shelving. They have been very diligent in having someone at the Center when it is open. Mr. Cobb appreciates all the work the volunteers are doing; the community needs this. The Selectboard expressed their concerns about keeping it open through the winter. Mr. Weed said volunteers are welcome to stay in the Transfer Station building when they have no shoppers. The open time on Saturdays is okay but on other weekdays they should plan to close by 4:00 pm when it gets dark. Mr. Grenier felt a heating unit should be a 2018 budget request. The three Selectboard members approved Mrs. Royce's request to keep the Re-use Center open through the winter months.

The Selectboard talked about the Re-use Center having its own access to avoid issues with Transfer Station stickers and people using the rest of the facility without a sticker. Mr. Cobb recommended putting up a gate to avoid these issues. Mr. Neill felt they should leave the enforcement of stickers as is. Mr. Grenier said users will have to be Charlestown residents and at least have a recycling sticker.



**Sidewalk:** Mr. Carl Mack thanked the Selectboard for the new sidewalk. It was a very nice job.

**DEPARTMENT HEAD & COMMITTEE REPORTS:**

**Police Department:** Police Chief Patrick Connors reported the year to date numbers as follows:

- 140 – Arrests;
- 761 – Motor Vehicle Stops;
- 65 – Crashes;
- 1,709 Calls for Service.

Starting October 1<sup>st</sup> they will have “Felony First”. It is a new way to handle felony cases. All felony cases are being taken out of the District Court and going right to Superior Court. The department will now be required to electronically file cases. Software cost is under \$100/year. All Sullivan County towns will be on the same program. Chief Connors will be meeting with the County Attorney tomorrow. October 4<sup>th</sup> is National Walk to School Day. Officer Mike Laska will talk to Middle School students about proper bike etiquette, use of crosswalks and will address other issues. Mr. Neill mentioned a Town Ordinance that specifies an age for children who ride their bikes on sidewalks downtown.

**Ambulance Department:** Police Chief Patrick Connors advised that year-to-date the service had 297 ambulance calls; Charlestown responded to 257. The Fire Department has also been responding. Members are doing training. They will do a Wilderness EMT course. Ms. Deb Daignault and Chief Connors will be going to a special EMT class on mass casualties, etc. at Meadowbrook. The State is coming in to do their audit on Wednesday, September 27<sup>th</sup>; they check supplies, expiration dates, etc. Mr. Neill asked about the repeater on Mt. Ascutney. Chief Connors said they are waiting for final approval from the FCC. For insurance purposes the Town owns equipment on the Mt. Ascutney tower and a lot of equipment on Taylor Hill tower.

**Transfer Station:** Mr. Weed will be losing his driver soon and there is still one vacancy at the facility. The Selectboard approved three special requests for stickers after reading their notes. Mr. Cobb received complaints about the placement of the stickers. The stickers are problematic on the front corner of windshields for visibility. Mr. Weed replied the location was mandated by the State. Mr. Neill feels that there needs to be four attendants on a Saturday and three on the other open days for adequate coverage; plus there needs to be an increase in hourly salaries.

**Highway Department:** Mr. Weed advised that winter sand went out for bid. Samples must be submitted with the bid. Main Street sidewalks are done. He has not heard from Pike on the schedule for paving; tentatively it was to start next week. Pothole patching is being done. The sweeper will do the chip sealed roads. Curbing on Paris Avenue is being worked on. Mr. Cobb recommended putting Mr. Weed’s decision regarding some curbing, in writing, to the property owner on Paris Avenue. DuBois & King have discovered a conflict regarding drainage calculations; they want verification of the numbers. Tomorrow morning Mr. Weed will look at the area near the Charlestown House of Pizza. The engineer will be here at 11:00 AM tomorrow. Mr. Neill plans to attend. Relative to the Borough Road Bridge, Mr. Weed noted the Department of Transportation (DOT) does not want the bridge to be replaced with culverts. Options are being considered. There was a consensus of the Selectboard to display the Highway Department pick-up truck at the Fire Station and advertise it for sale by sealed bids to be due prior to the date it will go to the State Auction in Concord if it has not been sold.

**Water and Wastewater Department:** Mr. Duquette just returned from vacation. Mr. Rumrill is on vacation and Mr. Morel is out for a few days. Mr. Morel's truck was taken to Mr. Beliveau at the Highway garage to be looked it. A Selectboard decision was made to repair the truck for about \$500-to-\$600 as compared to an estimate of \$6,300 to \$6,700 for a new body. A purchase order for a meter pit at the State barn has now been signed by two Selectboard members. Mr. Grenier had a conflict therefore could not sign the purchase order. Mr. Duquette will order the parts to do the project. Mr. Duquette asked for permission to purchase a new tap machine and a new pump as there are funds in the budget. This request was approved by the three Selectboard members.

**Town Clerk / Tax Collector / Selectboard Office:** Ms. Chaffee has received complaints about parties using the Old Town Hall but not cleaning up after the event. The office is keeping deposits when this occurs. When it is booked on Saturday there is no one to check to see if it is cleaned for a Sunday renter. Mr. Cobb suggested renting it for one day a weekend and never renting again to someone who did not clean up. Ms. Chaffee is checking on TULIP insurance for renters. Mr. Edkins reported two light fixtures closest to the back entry door to this Community Room need to be replaced.

**Recent Mandatory Training Day:** Mr. Weed reported the recent training sessions were duplicates of last year; it was the same Primex representative who presented identical information. Chief Connors agreed; the content was identical to last year. Ms. Chaffee understood they were going to do different trainings. Mr. Grenier mentioned many different classes are available. Trainings can be done on-line although he does not want to get away from the group meetings. The Selectboard agreed to work toward the goal of the "prime" designation discount offered by Primex. Ms. Chaffee will reach out to the Supervisor of the representative to discuss this. Mr. Duquette and his staff do regular trainings as mandated by the State.

**2018 Proposed Budgets:** Mr. Grenier reminded Department Heads about the email they received regarding their 2018 proposed budgets. If they could put their Capital items together that would be great. The Selectboard will be starting to work on the budget after October 2<sup>nd</sup>.

**Clean Diesel:** Mr. Cobb asked Mr. Duquette and Mr. Weed to look into this grant program; there is a list of grants plus a link about clean air in NH. Mr. Edkins explained under this program the Town cannot buy anything they were planning to replace in the near future. They need to document the replaced vehicle/ equipment is destroyed and not put back into service. Mr. Edkins will pull up the program for the Selectboard's information.

**Pre-Buy #2 Fuel Oil and Boiler/Furnace Service:** Mr. Edkins advised the Request for Bids for #2 fuel oil and Boiler/Furnace Service have gone out. He will do the propane bid soon as he is waiting for numbers.

#### **SELECTBOARD COMMENT:**

##### **Finance Committee:**

**Mr. Cobb moved to appoint Mr. Gabe Bailey to the Finance Committee until the next Town meeting. Seconded by Mr. Grenier. With all in favor, the motion was approved.**



**Deliberative Session:** There was a consensus of the Selectboard to schedule the 2018 Town Meeting Deliberative Session for Saturday, February 11, 2018, at 9:30 AM.

**Town Ballot Voting:** The Selectboard would like to have the Town Ballot Voting at the Charlestown Senior Center. Ms. Chaffee will pass this onto Checklist Supervisor Nancy Houghton.

**ADMINISTRATOR'S REPORT & CORRESPONDENCE:**

**Joint Selectboard Meeting:** Mr. Edkins reported the Town of Walpole and Town of Langdon would be interested in attending a Joint Selectboard meeting to discuss the next Fall Mountain Region School District budget. The other two district towns have not responded but will be notified of the meeting date/time. Mr. Grenier would like this meeting scheduled soon.

**Cleaning Service:** A letter was received from Mr. Robert Connelly who has a cleaning company. Mr. Neill suggested keeping this letter for discussion during the budget sessions.

**Bakery Building:** Fire Chief Baraly is interested in putting in an Ansul Fire Suppression System into the Bakery Building. He feels the Historical Society can get a grant. Mr. Neill stated the maintenance burden for this would be put on the Historical Society. There should be no future cost to the Town.

**Tax Deed Deferrals:** The Selectboard approved and signed several Tax Deed Deferral documents.

**OLD BUSINESS:**

**Old Home Days:** At the last meeting there was a letter from Ms. Linda Fullam requesting the Selectboard chose a date for the next Old Home Days event in 2020. Ms. Chaffee spoke to Mrs. Nancy Houghton who confirmed that the date is usually set by the Committee itself.

**EX-OFFICIO COMMITTEE REPORTS:**

**Conservation Commission – Steve Neill:** The Adopt-a-Highway clean-up will be held on September 30<sup>th</sup>. Volunteers will meet at the Fire Station at 8:00 AM. Chief Connors was made aware of this. There was discussion about the Ray Tech property and the adjacent swamp.

**Planning Board – Tom Cobb, (Art Grenier & Steve Neill, Alts.):** Mr. Cobb advised that the PB approved a Sign Permit for the Pine Crest Cemetery as requested by the Cemetery Trustees. The Board approved a 70' x 70' addition to an existing manufacturing building on River Road for GKN Aerospace New England, Inc. An Amendment to the Site Plan Review regulations was approved. It will clarify Section 5.6.1.L: Natural features, Existing vegetation and Man-made features. There was discussion on having a form for Retail-to-Retail use changes and/or a Business license. Mr. Cobb suggested having a Selectboard workshop for further discussion.

**Heritage Commission – Art Grenier:** The Heritage Commission has not met since Mr. Grenier's last report.



**Recreation Committee – Art Grenier:** Mr. Grenier advised they did not have a quorum at their last two meetings.

**NON-PUBLIC SELECTBOARD SESSION:**

**Mr. Cobb moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (a) Personnel, (b) Hiring and (c) Reputations. Mr. Neill seconded the motion and, on a roll call vote with all in favor, the motion was approved at 11:16 PM.**

The regular meeting resumed at 11:39 PM.

**ADJOURNMENT:**

**Mr. Cobb moved to adjourn this Selectboard meeting. Seconded by Mr. Neill. With all in favor, the meeting was adjourned at 11:40 PM.**

Respectfully submitted,

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 October 4, 2017, Selectboard meeting.)





ATTENDANCE

MEETING OF THE TOWN OF CHARLESTOWN, NH  
SELECTBOARD

DATE Sept. 20, 2017

NAME (Please print) AGENDA ITEM OF INTEREST

ALAN MARSHALL

AARE ILVES

[Signature]

JANE PATTON PUBLIC

Kathleen James Public

John Street Public

Katie Lajoie Public

Carl R Mack Public

Jim Larkin Public

Cameron Pynter public

Steven Smith Highway Funds

Patricia Royce Tr St

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## 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 or federal governments, 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.

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Two handwritten signatures in black ink, one appearing to be 'L. L.' and the other 'C. H. M.', positioned at the bottom of the page.





**TOWN OF CHARLESTOWN  
NON-PUBLIC SELECTBOARD SESSION  
SEPTEMBER 20, 2017**

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

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

**CALL TO ORDER:** Mr. Grenier called this Non-Public Session to order at 11:20 PM.

**Personnel:** The Selectboard had a general discussion regarding personnel issues in several Town departments. No decisions or action were required at this time.

**Vacancy:** The Selectboard reviewed two applications received for the part-time Welfare Director's position. The Selectboard members felt this vacancy should be re-advertised and posted. Ms. Chaffee will run the ads in the Our Town, Keene Sentinel and web-site; it will also be posted.

**ADJOURNMENT:**


**Mr. Cobb moved to adjourn this Non-Public Selectboard Session. Mr. Neill seconded the motion and, on a roll call vote with all in favor, the meeting adjourned at 11:45 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 October 4, 2017, Selectboard meeting.)

