

**TOWN OF CHARLESTOWN
SELECTBOARD WORKSHOP MEETING
May 22, 2018**

Robert W. Burns Public Safety Building

Selectboard Present: Thomas Cobb, Albert St. Pierre and Steven Neill
Staff Present: Travis Royce – Administrator
Charles Baraly – Fire Chief
Keith Weed – Highway Superintendent
Patricia Chaffee – Town Clerk

Others present: Judi Baraly – Charlestown Historical Society
Jim Fowler – Library Trustee
Matt Blanc (7:30)

CALL TO ORDER: Mr. Cobb called this Selectboard meeting to order at 7:00 PM.

Purpose of the Meeting: To discuss the building needs for municipal uses.

Mr. St. Pierre discussed the amount placed in capital reserve funds annually. Those amounts could be used towards payments on a bond that would allow work to be completed sooner. Mr. St. Pierre described possible projects, such as a new Firehouse, storage building for Water/Wastewater, increased parking for Town Hall and adjustment of use of existing buildings.

Mr. Neill advised that some of the capital reserve funds are not related to buildings. For instance, the Town Revaluation and Highway Heavy Equipment.

There was general discussion on costs of potential new buildings and modifications to existing buildings.

Mr. Neill suggested contacting the Senior Center regarding potential use of their building.

Mrs. Baraly advised that there is a need for a master plan for the Library building.

Mr. Neill advised that funds for Water and Wastewater projects needs to be separate from other funds.

Mr. St. Pierre asked Chief Baraly about the building needs of the Fire Department.

Chief Baraly feels that it depends on what is expected from the Fire Department and how much the town grows in the future. A new building would need to meet current codes.

Mr. Neill suggested that a new fire station should have building and site design that will allow for efficient expansion in the future.

Chief Baraly noted that there are engineers that specialize in fire station design based on the specific needs of the municipality.

Mr. Weed feels that his main building meets his needs. He does have an outbuilding that requires attention. Due to the outbuildings proximity to the railroad, it probably is better to repair the existing building rather than replace the building.

Mr. Weed feels that the Transfer Station buildings meet his needs.

Mr. Neill advised that shelter to cover “demo” and mattress area would be beneficial to reduce the amount of moisture weight that is paid for disposal.

Bakery Building: Mrs. Baraly is happy with the condition of the building. There has been some damage to lamp posts and the planter in front of the building.

Library: Mr. Fowler also has seen damage to lamp posts at the library. In addition to the masonry issues, the building could use improvements to the insulation and to the exterior drainage. Mr. Weed suggested that drainage at the library could be tied into the drainage on Depot Street.

Mr. St. Pierre asks if engineers are needed prior to forming a committee. Mr. Cobb feels that the bond should go to vote prior to hiring engineers. Mr. Blanc advised that building costs are increasing rapidly every year. Mr. Blanc feels that the needs and design of the building should come first and then find a site that meets those needs. There was general discussion regarding the costs of building now versus building in the future.

Mr. Cobb feels that firm costs are needed. Ask Mr. Duquette for information on his building needs

Mrs. Baraly will check on the Historic Status of the Old Firehouse. Mrs. Baraly also noted that the large safe in the Town Hall needs support and any work done to the Town Hall needs to meet LCHIP standards. Mr. Cobb advised that there are funds in the budget for energy efficiency improvements, lighting upgrades in the Town Hall could use these funds.

Next meeting June 26, 2018, 7:00 at the Fire Station

Mr. Blanc advised that there are economic development grants available. Also, future use of the Fire Station building will require \$100,000.00 - \$200,000.00 of maintenance/upgrades.

The meeting was adjourned at 8:35 PM.

Respectfully submitted,
Travis Royce, Administrative Assistant

Approved,

Thomas O. Cobb, Chair

Steven A. Neill

Albert St. Pierre

(**Note:** These are unapproved Minutes. Corrections will be found in the Minutes of the June 6, 2018, Selectboard meeting.)