

**TOWN OF CHARLESTOWN
SELECTBOARD MEETING
MAY 1, 2019**

Select board Present: Chairman Steven Neill, Albert St. Pierre, and Jeffrey Lessels

Staff Present: Keith Weed- Highway/ Transfer Department Head
Charlie Baraly- Fire Department
Debra Daignault- Ambulance Department
Art Grenier- Recreation Department
Patrick Connors- Police Department
Dave Duquette- Water Department
Patty Chaffee- Town Clerk/ Tax Collector

Call to order & Pledge of Allegiance: Mr. Neill called the meeting to order at 6:30 PM and welcomed everyone. The pledge of allegiance was recited. Mr. Neill advised that the meetings are recorded and asked everyone wishing to speak to identify themselves for the record. Comments should be addressed to the select board.

Minutes of Previous Meetings: Mr. Lessels moved to accept the following meetings:

April 15, 2019 Select board Workshop

April 17, 2019 Select board Regular Meeting

April 17, 2019 Select board Non Session

April 24, 2019 Select board Workshop

Seconded by Mr. St. Pierre. Motion passed unanimously.

Interconnection Water System Bids: Mr. Neill opened 2 bids.

1. Dubois & King
2. Underwood Engineer, Concord NH
3. VHB- Mr. Bob Winn and an associate gave a brief presentation of their companies experience to work efficiently with Department of Transportation, tight schedules and deadlines with this project and their ability to meet these and help with cost savings and their expertise assisting the department with the funding available to the Town.

Mr. Neill asked if there was any other representative from either company that wished to address the board. There was none.

Breakneck Hill Water Line Bid: no bids.

The board decided to put it back out to bid and will open bids at the next selectmen's' meeting on 5/15/19.

Taylor/ Breakneck Hill Rd Paving Bids: Mr. Neill opened 3 bids.

1. Pike - Total amount \$150,162.00
2. Sunapee Paving- Total amount \$140,042.48

3. United Paving- Total amount \$150,005.80

The board would like Mr. Keith Weed to review the paving bids and report back to the board. Mr. Duquette would like to summarize the 3 water project bids and report back to the board on 5/15/19 during the workshop, the board agreed.

Financial Administration: Mr. Neill reported the following:

1. The Drummond/Woodsum attorney bills were in the amount of \$1,142.10 and \$988.52.
2. The board reviewed and approved the Powers annual maintenance contract in the amount of \$305.00 for the Library/Historical building.
3. The board signed 2 warrants.
 - A. Water warrant: \$118,704.28
 - B. Sewer warrant: \$114,311.49
1. After some discussion about timber bond requirements the board didn't sign the intent to cut. Ms. Wright will ask Mr. Rick Evans, State of NH Timber Appraiser, for clarification and report back to the board.
2. A cemetery deed was signed.
3. Two credit and exemptions were signed.
4. The Conservation Committee appointments were signed for Mr. James Fowler and Mrs. Ruth Pratt.
5. The Hawkers/Peddlers license was signed with discussion about the requested location on Perry Ave. The board did not agree with his requested location and recommended he set up at the Fort on that day. Mr. St. Pierre moved to grant his hawkers/peddlers license but not grant the Perry Avenue location, Mr. Lessels seconded and the motion passed unanimously. The board asked Ms. Wright to write Mr. Johnson a letter.

Public Comment:

Mrs. Jean Barden addressed the board and her request for the Town to pay for her damaged mailbox. She reported she emailed the address on the citizens' page on the Town website, and called and spoke to someone. Upon further discussion no one had received Mrs. Barden's email. Ms. Chaffee would look into where these emails are actually going to. Mr. Weed reported the highway department hadn't received a complaint about this until he received the invoice. Mr. Weed stated the department has the materials to repair or replace damaged mailboxes caused by the department. Mr. Weed reported the department follows the Department of Transportation guidelines, which states it, must be hit by the apparatus and technically mailboxes are considered in the right of way.

Mr. Michael Harrington, Fall Mountain school board member reported the school board is looking into creating a committee to review the articles of agreement. They are looking for interested people to join. Mr. Harrington plans to report the progress to the board once a month. Mr. Neill asked Mr. Harrington what happened when the school board talked to several of the Conval representatives. Mr. Harrington responded the board wanted to talk to legal counsel first.

Mr. Ken Domey has a concern about vehicles parking on the paved road and a neighbor's dog. He reported vehicles are parking on the road and this is creating safety issues for oncoming traffic. Police Chief Mr. Connors addressed his concern stating the law says a vehicle can not be left on the pavement for more than 24 hours and recommended he come down to the station to discuss the dog issue.

Department Reports:

Transfer Station: Mr. Keith Weed reported there is a lot more C&D recently. The staff has had problem with residents not purchasing a transfer station sticker and harassing the staff when they are questioned. After some discussion the board asked if Chief Connors would have an officer at the transfer station this Saturday and those that don't have sticker would be turned away. There was discussion about having an employee from the selectman's office there to issue transfer station stickers. No final decision was made. Mr. Neill would like an officer at the transfer station on Tuesday and Saturdays from 8-4:30. Mr. Connors reported Tuesdays may be difficult but he will have an officer there this Saturday. This Saturday is green up day. The new roll off truck still doesn't have the body on it and S.G Reeds isn't having luck with the sub contractor returning his calls. Mr. Weed reported we aren't the only ones having a difficult time getting work done. Mr. Weed is concerned if the truck breaks down the town will have to pay to haul the trash off. Kevin Osgood can finish the truck but the payment will have to come off the sub contractor's fee.

Highway Department: Mr. Keith Weed reported the dirt roads have started to dry up. The department has been working on fixing potholes, cleaning ditches, brush cutting, replacing collapsed culverts and cleaning the pit for the crushes to come in.

Police Department: Chief Connors reported the departments call volume has increased with drugs and domestic issues. He thanked Town Clerk Patty Chaffee and Town Clerk Deputy Sue Poland for sending out the civil forfeiture letters to non licensed dog owners. Chief Connors will be working on drug paraphernalia ordinances. The new cruiser has been ordered.

Cemetery: Mr. Stacy Hassett reported the cemetery trustees would like the board's recommendation on how to deal with the fence complaint from a resident. Mr. Neill shared the RSA has changed and cemeteries no longer have to be fenced. The previous style fencing was more expensive to maintain than the current trustee's proposal for a new fence post and chain. After discussion the board agreed to move forward with the trustee's proposal. Mr. Neill asked the trustees to write a letter to the resident about their decision. Mr. St. Pierre asked if everything is all set for Memorial Day. Mr. Hassett answered yes it is.

Water Department: Mr. Dave Duquette reported his new hire has started. The fire extinguishers are being inspected. He has had trouble with the phone lines since first light worked on them last Friday. Chief Connors also reported he also had trouble with the police department's lines. Both Mr. Duquette and Chief Connors had problems with their communication since first light did work on the lines. The board recommended they call the state PUC. On May 13-15 the hydrants will be flushed. Ms. Chaffee will run an ad in the Eagle times. The water abatement was discussed. Mr. Duquette reminded the board of the town ordinance established 8 or 9 years ago discouraging these types of abatements stating the property owner can purchase a second water meter and the Town would charge water usage on the second meter. After discussion the board did not grant this abatement and Ms. Chaffee will send a letter and the ordinance to owner.

Ambulance Department: Chief Connors reported the department completed the equipment grant, active shooter training, and warm zone training. The department discussed the new ambulance rates with the board. Mr. Connors has noticed some water issues at the department. Mr. Duquette will look at it. The board decided at the next selectman's meeting on 5/15/19 there would be ambulance rate hearing.

Recreation Department: Art Grenier reported the baseball games have started. He hopes to uncover the pool on May 7, 2019. There are still openings for a pool director and life guards. At the next recreational meeting on 5/7, the committee will discuss how to fill these positions. There was discussion about how to properly store the AED's over the winter. Mr. Neill recommended they be made available to use in other locations during the off season. Mr. Grenier reported the AED needs new pads, a battery and it needs to be re certified for \$100.00.

Administrator's Report: Jessica Dennis submitted a report. Mr. Neill reported Allen Brother's emailed Ms. Dennis and asked if they should end deliveries. After discussion the board decided not to end deliveries. Ms. Wright will inform Ms. Dennis. The notice of violation on Wheeler Rand Rd was discussed and the board agreed to ask Steve Schneider from UVLSRPC write a letter. Ms. Dennis wrote a letter to Department of Transportation regarding the request for guardrails along 12A. Mr. Grenier reported he spoke to Ms. Dennis and Mr. Duquette about possible requesting a meeting with DOT about the waterlines for both the north and south sides of the Right of Way during Mr. Duquette's interconnection project and road intersection improvements. The board received a letter today from Fall Mountain School district regarding the Articles of Agreement committee. They are looking for recommendations or letters of interest. The draft for the contractor agreement for the LCHIP is ready for the board to review. After some discussion it was recommended to add this to the agenda for 5/7/19 workshop.

Tax Collector/ Town Clerk: Patty Chaffee reported she would like to meet with the board about tax deeding. By the end of May she would like a definite list to allow for proper notification.

Old Business: The Sullivan Transportation director will meet with Jessica Dennis and Aare Ilves on 5/10/2019.

Committee Reports:

Conservation Committee: Mr. Neill reported they haven't met yet.

Planning Board: Mr. Neill reported they haven't met yet.

Building Needs: Mr. Lessels reported the committee had reviewed the bids. Mr. Lessels moved to accept Steve Horton Consulting, Mr. St. Pierre seconded and motion passed. Ms. Chaffee will write a letter to the other bidders.

School Research Committee: Mr. St. Pierre reported they met on 4/30/19. 10 members, 5 selectmen, 5 school board members were present. Mr. St. Pierre was elected the chairman. The finances will be reviewed and hopefully Business Administrator Jim Fenn will be present at the next meeting on 5/8/19 at 6:00 PM in the community room.

Mr. St. Pierre moved to enter in non public RSA 91-A: 3 II C (reputation) at 9:40 PM, Mr. Lessels seconded and on a roll call all were in favor the motion was approved.

Mr. St. Pierre moved to return to regular session at 10:55 PM, Mr. Neill seconded. motion passed.

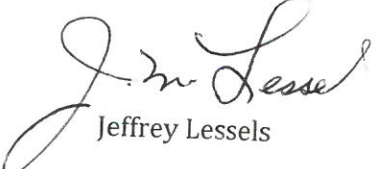
Adjournment: Mr. St. Pierre moved to adjourn the meeting at 10:55 PM, Mr. Neill seconded, motion passed.

Respectfully Submitted,
Kelly N Wright

Approved,


Steven A Neill, Chair


Albert St. Pierre


Jeffrey Lessels

(Note: These are unapproved minutes. Corrections will be found in the minutes of the May 1, 2019, Select board meeting)

