

TOWN OF CHARLESTOWN SELECTBOARD MEETING MAY 15, 2019

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

Staff Present: Keith Weed: Highway/Transfer Station Department Head
 Charlie Baraly: Fire Department
 Dave Duquette: Water Department
 Patty Chaffee: Town Clerk/Tax Collector
 Jessica Dennis, Administrator
 Kelly Wright, Administrative Assistant

Call to order & Pledge of Allegiance: Mr. Neill called the meeting to order at 6:35 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. Jeffrey Lessels moved to accept the following meetings:

- May 1, 2019 Select board Regular meeting**
- May 1, 2019 Select board Non Public Session**
- May 7, 2019 Select board Workshop**
- May 7, 2019 Select board Non Public Session**

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

Mr. Neill asked the reporter to introduce himself. Mr. Patrick Adrian from Eagle Times introduced himself.

Mr. Neill announced the board will start the Ambulance Rate Public Hearing. The rate changes were available for public inspection. The changes are listed below. The last three charges that are listed are for out of Town residents.

May 2019 Proposed Ambulance Rates

Service Provided	Current Rate	Proposed Rate
BLS Emergency - Resident	375.00	390.00
BLS Emergency - Non-Resident	450.00	465.00
BLS Non-Emergency - Resident	230.00	244.00
BLS Non-Emergency - Non-Resident	276.00	290.00
ALS 1 Emergency - Resident	450.00	464.00

ALS 1 Emergency - Non-Resident	528.00	542.00
ALS Non-Emergency - Resident	280.00	300.00
ALS Non-Emergency - Non-Resident	336.00	356.00
ALS 2 Emergency - Resident	645.00	670.00
ALS 2 Emergency - Non-Resident	774.00	799.00
Mileage Rate per mile	11.00	11.00
ALS Non-Transport	-	350.00
Paramedic Intercept Fee	-	250.00
Advanced EMT Fee	-	125.00

Mr. Neill discussed the new 2019 ambulance rates changes and asked if there was any public comment. There were none. Mr. St. Pierre moved to accept and adopt the new 2019 ambulance rate changes as proposed, Mr. Lessels seconded. Motion passed unanimously. Mr. St. Pierre stated if a Charlestown resident is having a difficult time paying their ambulance bill they should contact the town office. Mr. Neill moved to close the ambulance public hearing, Mr. Lessels seconded the motion, motion passed and the hearing was closed at 6:40 PM.

Breakneck Hill Water Line Bid: Mr. Neill opened 3 bids.

1. JT Landscaping, Claremont NH. The bid was in the amount of \$5,400.00
2. Charlestown Cornerstone, Charlestown, NH. The bid amount was for \$3,950 with a stipulation there would be a \$15.00 per foot charge if they go over the 250 feet.
3. JP Trucking, Bellows Falls, Vt. The bid amount was \$7,154.15.

Mr. Duquette requested the board allow him to review the bids and report back to the board. The board agreed.

Financial Administration: Mr. Neill reported the following:

1. 5 purchase orders were reviewed and signed. They were available for public inspection.
2. Account Payables manifest was reviewed and signed for May 10, 2019.
3. 4 Notices of Intent to cut were reviewed and signed.
4. Timber tax levy in the amount of \$4,968.09 was reviewed and signed.
5. Water & Sewer abatement in the amount of \$3,085.66 was reviewed and signed for the sewer portion. Mr. Duquette stated he disagreed with this abatement because his department had never been notified the property was unoccupied nor was the department asked to turn off the water.
6. 12 property abatements were received for 2018. 3 properties were denied and 9 properties were reviewed and granted.
7. 2 current use applications were reviewed and approved. There was a brief discussion if Camp Good news was already in current use.
8. 3 Charitable exemptions were reviewed and signed.
9. 9 religious exemptions were reviewed and signed.

Acceptance of ATV/UTV: Mr. Neill reported the Old No. 4 Fire and Hose would like to give the Town their ATV/UTV. Mr. Lessels moved to accept the ATV/UTV from the Old No. 4 Fort for the fire

department, Mr. St. Pierre seconded and there was the following discussion. The discussion included insurance coverage and liability to the Town, the standard operating guidelines manual, regular safety inspections of the ATV, operator safety protection gear, fire department safety training, and which departments could use the ATV. Ms. Dennis reported she was hadn't heard back from Primex, the Town's insurance carrier. Mr. Neill was concerned about accepting this gift without discussing this with Primex and if there have been any law changes the Town would need to be aware of. Chief Baraly reported that many of the fire department employees have completed the required safety classes to operate the ATV/UTV in emergency situations. The ATV/UTV would be used for off road rescues when distance is an issue or assisting emergency personnel with supplies during brush fires. A fire department employee would be responsible for operating the ATV/UTV while assisting other Town departments. After much discussion the motion was called for a vote, 2 voted in favor and one abstained. Motion passed.

Public Comment: Ms. Jennifer Eastley asked the board if they had any progress dealing with the neighbor who is allegedly harassing her. Mr. Neill responded the board asked Ms. Eastley to bring in some evidence before they can proceed. She can bring it into the selectmen's office.

Department Reports:

Transfer Station: Mr. Weed reported the new roll off truck is ready for pick-up. The old roll off truck broke down today on the way to Bethlehem. Last Saturday the turn buckle broke on the compactor. It is now repaired. He has received notification from Northeast Recovery Resources Association (NRRRA) that the Keene transfer station will no longer be taking plastics. The cost was \$90/per ton for plastics. As of June 1st, there will be two separate bins at the transfer station. One will be marked for aluminum cans and the other for plastics. Mr. Weed reported plastics will be dealt with in house. The C & D volumes are still high. Ms. Dennis reported she received a letter from a Vermont resident who owns a house in Charlestown about getting a transfer station sticker for his son who rents from them and drives their car which has Vermont plates on it. After some discussion the board decided to allow them to buy a "commercial" transfer sticker and they would need to go over the scales when using the transfer station. Ms. Dennis will notify the landlord of the board's decision.

Highway Department: Mr. Weed reported he will going to the state auction to preview the equipment. He is interested in the reclaim hot box. Mr. Weed stated the department rents these all the time and if the price is right he would like the board to authorize this purchase. There is \$3,500 in the tools and supplies budget line and the board agreed for Ms. Dennis to write a letter authorizing Mr. Weed to bid on behalf of the Town. Asplundh trees service came in to cut trees in preparation for the Breakneck Hill Rd project and there are now some stumps that are close to the powerlines the department will be tending too. The department has been installing culverts. The department has been grading roads, and will looking into renting a roller. The street sweeping will begin on 5/16/19. Also 3/8" stone will be brought in and stored at the fire department parking lot because the chip sealing will begin the first week of July.

Police Department: Chief Connors submitted a report. Several officers, along with some fire personnel attended the Amtrak training. Officer O'Sullivan and Officer Edson have been working on instructing our annual firearms curriculum for our police officers. The department has been busy

with several narcotics cases, as well as an increase in domestic calls. So far to date the department has had 58 arrests, 470 vehicle stops, and 33 crashed investigated.

Water Department: Mr. Duquette reported the department has done 6 water meter change outs. He has scheduled a meeting with NH Department of Environmental Services (NH DES) to discuss the interconnection water system project. On 5/28/19 the department will change the 6 inch flow meter at the Holiday Inn. Mr. Duquette will contact NH Department of Transportation and the police department to assist with traffic control as needed. Mr. Duquette received a notice of violation from NH DES regarding the PFA sampling. Mr. Duquette emailed them requesting they removed one of the wells from the list because it would be redundant to test and postpone the others until 2020 because of budgetary reasons. The current price for each test is \$600.00 per sample. NH DES responded to Mr. Duquette's email and agreed to exclude well 1 from the testing, and postpone wells 2, 3, 4 wells until 2020. This would reduce the sampling cost but still be compliant with the State requirements.

Ambulance Department: Chief Connors submitted a report. Mrs. Daignault has been working on getting all the AED's squared away. She has been researching different ways to fund AED maintenance through community outreach programs. She is also working on setting up CPR classes.

Recreation Department: Ms. Chaffee reported baseball and softball are going well. The meeting on 5/7/19 was cancelled. The next meeting is scheduled for 5/21/19. The committee will discuss the pool director position and will be uncovering the pool. There was discussion on how to transport 60 gallons of shock for the pool once it is uncovered. The board decided to authorize Mr. Bob Reynolds to purchase 60 gallons of shock from Ocean State Job Lots. Ms. Dennis will contact the store and make sure they have enough in stock.

Fire Department: Chief Baraly asked the board if they had made any final decisions on the blasting ordinances. Mr. Neill answered at the next Planning Board meeting Mr. Steve Schneider from (UVLSRPC) will be revising the current ordinance. Once this is completed there will be a public hearing in June. The board asked Chief Baraly if he has any concerns. Chief Baraly answered, no, he doesn't and he is in the process of researching the blasting regulations. Mr. Neill reported any blasting will require a permit.

Administrator's Report: Ms. Dennis reported she had received a letter from Eastern Analytical regarding the landfill testing. She is waiting to hear back for more clarification. She also reported she received a notice from National Grid regarding herbicide use to clear around and maintain transmission lines. Mr. Duquette asked if they had sent a map. Ms. Dennis answered yes and she will give a copy to Mr. Duquette.

Tax Collector/ Town Clerk: Ms. Chaffee submitted a report. The new bid request for Breakneck Hill Rd was posted in the paper, as well as a direct mailing to seven vendors. Also as requested the water main flushing was announced in the paper. An abatement in the amount of \$3,125.66 is in the folder for the board to review. The house hasn't been occupied since 2016 and had a major water leak. The office has received many applications and 8 have been chosen for a preliminary interview.

Mrs. Diane Town will call and confirm the candidates understand the position is part time and will include 2 evenings until 6 PM. Ms. Chaffee hopes to start scheduling interviews tomorrow. Ms. Chaffee will be out of the office on 5/24/19 and 5/28/19. The office will be open on 5/25/19, the last Saturday of the month as usual. The office will be closed until 3PM on 6/5/19 for a Regional Town Clerks workshop. Ms. Chaffee will return after the meeting and open the office from 3pm-6pm.

Old Business: Sullivan County Transportation Division will be attending the next board meeting to discuss the bus route. Ms. Dennis reported the letter to NH Department of Transportation has been sent regarding the guardrails but she hasn't heard anything back.

New Business: The route 12 project had been on hold due to some concerns with the railroad but according to Representative, Steven Smith this has been resolved and the work will begin mid summer.

Old Business Committee Reports:

Town Hall: nothing to report.

Conservation Committee: will meet next Monday 5/20/19.

Planning Board: Mr. Neill reported they will meet next Tuesday 5/21/19. They will be discussing the site plan for 200 Main Street.

Building Needs: Mr. Lessels reported the met on 5/13/19 and with Mr. Steve Horton on how to address the building needs.

Heritage Committee: haven't met yet.

School Research Committee: Mr. St. Pierre reported he has been elected chairman. The committee has requested Business Administrator, James Fenn attend the next meeting on 5/22/19. The committee has drawn up a list of questions for him. There is also a meeting scheduled on 5/29/19 at 5:30 PM in the Fall Mountain library. All are welcome to attend.

Adjournment: Mr. Neill moved to adjourn. Mr. St. Pierre seconded and meeting adjourned at 8:20PM.

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 June 5, 2019, Select board meeting)