

TOWN OF CHARLESTOWN SELECTBOARD MEETING
Community Room
March 6, 2019

Selectboard Present: Thomas Cobb, Chair; Steve Neill; Albert St.Pierre

Staff Present: Travis Royce -- Admin Asst
 Keith Weed -- Highway Dept/Transfer Station Superintendent
 David Duquette -- Water and Wastewater Superintendent
 Patricia Chaffee -- Town Clerk/Tax Collector
 Charles Baraly -- Fire Chief
 Patrick Connors -- Police Chief
 Art Grenier -- Recreation Department

Call to Order & Pledge of Allegiance: Mr. Cobb called the meeting to order at 6:30 pm. Pledge was recited. Tom Cobb acknowledged that this is his last meeting and thanked everyone in attendance for their support.

Motion to approve minutes of previous meetings by Mr. St.Pierre, seconded by Mr. Neill.

- February 18, 2019 Workshop Meeting
- February 20, 2019 Regular Selectboard Meeting

Tom Cobb abstained from approval of 2/20/19, as was not present.

Discussion of Crown Point Mobile Home Park Water and Sewer billing.

Shannon Kivler, president of the Crown Point Mobile Home Park, presented to Selectboard. The board of CPMHP was under the impression from a previous meeting that the town Water Department would continue to read main meter at the park as well as the individual meter at each home, and give the bill to the park administrator with a printout of each home usage. However, every home was charged \$80.00, not just main meter. Mr. Cobb explained that if the town does an individual reading at each home meter, each home incurs the fee. It was noted that the town waived the \$750 fee for hookup at each home. If the Water Department reads the meter, the fee is billed. Travis produced emails showing the Ms. Kivler was advised of the fee schedule prior to installing individual meters. Per Mr. Cobb, as a board, town will bill individuals for April meter reading. Going forward, from July, 2019 billing on, one reading can be done and park will be responsible for reading individual meters. Ms Kivler asked, Will town help park acquire equipment to do so? Yes, per Mr. Cobb (Aid in sourcing proper equipment, learning to use, etc.). Mike Graham, CPMHP, questioned his impression that he was told by Travis Royce that the town would not bill, per the 9/13/18 meeting.

Copies of emails following 9/13/18 meeting were produced. Mr. Cobb reiterated what town will do for homes in Crown point Mobile home park. Ms. Kivler advised that she will learn to read meters, with help from Mike Lemieux. Dave Duquette brought up that the meters have been put in by town, that park cannot come back on town if there is a problem with meter. Mr. Cobb questioned, Will town be able to help out and go read meters if requested by park? Yes, per Mr. Duquette, if radio hookups are left on. Mr. Neill advised that, no baseline is available to track down leaks if regular reading aren't made. Ms. Kivler accepted offer of time for park members to discuss. Will come back for following meeting. Mr. Duquette advised of how other parks pay for water. Ms. Kivler thanked board for moving park up on agenda.

Discussion of Lower Landing Park Water and Sewer billing

Presented by Todd Russell, of Todd's property maintenance, Patricia Chabot, rep of Trust that owns park, Bob Beaudry.

Per Todd, Park has made a decision to have individual meters on homes to track down leaks. Dave Duquette is aware. Mr. Russell brought packets listing work done to park thus far. Future plans include new master meter and meter pit. All meters meet specs for reading by town. Mr. Beaudry will be procuring meters for homes in park that are compatible. Eliminate current meter pit. Park will be all new, fresh system. Per Mr. Duquette, current fire hydrant may be eligible for rebuilding? Mr. Neill -- individual meter, master meter will be billed minus what individual meters incur to isolate leaks. Mr. Russell advised that the park will potentially redo power lines as well. Mr. Cobb recommended that Park get power company involved. New meter needs to be at street. Dave advised that right away is on Jeff Lessels property. Mr. Cobb asked Mr. Duquette, Is this a Town right of way or private right away? Does town need to get permits from state? Dave will let DES know that town will control meters. Customers are added to our baseline. Dave will be onsite during construction. Nothing major for Town. 21 home sites in park.

Base fee of main meter billed to Peg Chabot, trustee of Park. Mr. Cobb asked board, Can we in town waive \$750 hookup fee for each home? Verbal agreement from all three selectboard members that town would waive fee for individual meters, as per agreement with Crown Point MHP. Park asking for abatement of sewer charge. Ms. Chabot asked if town can continue to bill Trust until 9/1 bill as she needs to give her tenants 90 days for a change of billing. No need to if she sends notice to tenants this week, as 7/1 billing is more than 90 days from now.

Financial Administration:

- Four POs. Approved 85142-85145.

Contracts:

- Charland Technologies, IT company for PD. Per Chief Pat Connors, current firewall needs to be upgraded to get info from state. Signed by Mr. Cobb.

Abatements:

- Abatement of town water for Crown Point Cemetery, \$787.50

Other:

- Third Transfer sticker for Brian Conant -- letter. Yes, all members agree.
- Drummond Woodsum bill. 4% of bill is now for copying/phone, etc. in addition to actual charges. Acknowledged by selectboard.

Appointments, Permits, Licenses & Resolutions:

- Intent to cut by Putnam Farms Inc. on Lamb Rd. Map 246 lot 10. Signed by Dean Smith, responsible for cutting, and Morris Putnam Jr, land owner. Approved and signed by all three board members

Department Head & Committee Reports:

Per Patty Chaffee, town is all set for elections on Tuesday, March 12, 2019. Sr. Center is all set, town Highway Department is prepared.

Transfer Station: Keith Weed No new report for transfer station.

Highway Department: Keith Weed reported that work is mostly weather related, with one day of cold patch placement. Backhoe was back from repairs on 3/5/19. 2019 sweep and spec done. Chip seal spec done. Almost done roadwork spec. Department will be on Breakneck Hill replacing guardrail as its falling over bank. 7 trees will be removed for this action, and department will be adding 300 feet of pavement on Breakneck Hill. Mr. Cobb acknowledged that an excellent job was and is being done by department on snow removal this season. Southern entrance of Scenic Hill homeowner concerned with plowing. Per Mr. Neill, invite homeowner to meeting, as this is a recurring situation. Per Mr. St.Pierre, please look at guardrail on Acworth Rd. Maybe more length could create safer situation.

Recreation Committee: Art Grenier presented that basketball season wrapped up with the Rec vs. PD game that occurred February 22, 2019. The committee is moving on to baseball. Patty Chaffee and Mr. Grenier attended softball meeting. Pat Gurriere will help with baseball. Ump clinic will happen in April. There is a new ruling for background checks for volunteers involved with Babe Ruth Program. New requirement is a \$25 nationwide biannual background check. Background check is necessary for anyone on field, in dugout, involved in any way, per Babe Ruth Organization. Per Ms. Chaffee, easiest and best way is to have volunteers do on their own at home and get reimbursed by town. Selectboard supports authorizing town to reimburse volunteers. Mr. Cobb asked if town can pay in advance for a certain number of checks? Ms. Chaffee will check. Results go through Babe Ruth program. Rec dept. must keep binder of background checks, so will procure results from volunteers. Fort will host craft fair and flea market on townwide yard sale day.

Ambulance Department: Chief Connors presented that the Ambulance Department has been called 10 times since last meeting and has covered all calls! Anthony Hearne has passed advanced test. Ambulance barn has a Cherry Tree in the corner of the property that Asplundt will be taking down. Mr. St.Pierre acknowledged that Deb saved the life of an overdosing person this week and regularly does so.

Police Department: Chief Pat Connors presented that he is gathering figures for new cruisers. He will be looking for lowest rate this year. As Ford may not offer the best pricing, Chief will look at other manufacturers. One drug overdose, life saved! One search warrant on traffic stop. As a result, officer found drugs and loaded weapon. Chief Connors wistfully requested that we get legislators to town to see drug problem. Discussed consequences of Springfield jail being in our vicinity. The State of Vt was and is responsible to re-quantify study of problems resulting from jail. Can Charlestown ask for this study? State of VT is supposed to financially support local areas. Special Ed specifically.

Fire Department: Chief Charlie Baraly presented that FD is waiting for windshield for damaged truck. They are waiting for Dingee Machine to get damaged truck in for repairs. Department has responded via mutual aid 2X to Acworth and 1X to North Walpole. Current borrowed truck is doing job we need. It is old and tired, so will only suffice as temporary. Will insurance cover lease from Hartford? Lease has \$0 financial cost. Insurance does cover borrowed truck.

Mr. Cobb acknowledged smooth operation of FD, AD, PD when working on scene at train accident. All worked together flawlessly.

Water Department: No report except as noted in previous discussions.

Admin report: Travis Royce presented question of who will be hired, or at least taking on responsibilities as he is leaving? Perhaps having a fill in for planning/zoning is necessary. Discussion of perhaps asking a previous helper. Decided not to ask. Hiring Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) for two days a week potentially. UVLSRPC is scheduled for 3/20/19 to meet and discuss how they could serve town. Discussion of qualities of UVLSRPC. Ask NH Municipal Association for fill in as well.

Art Grenier voiced appreciation of Travis Royce. Acknowledge his tremendous value to town.

To adopt the resolution of the LCHIP Grant. Read in by Tom Cobb.
2018 Silsby library LCHIP Grant Selectboard Adoption Resolution March 6, 2018.

Old Business:

- Mr. St.Pierre met with Morway's Auto Salvage. A letter was received by board that Morway's will not accept any microwaves or appliances that cool, fuel tanks unless pre approved, and no propane tanks at all. Townsperson who was

concerned was notified by Mr. Royce of the letter sent by Morway's. There have been no new calls regarding this issue per Chief Baraly.

- Town of Charlestown 2019 Holiday Schedule. Signed by Albert and Steve. Tom abstained.

New Business: None

Committee reports:

Conservation Committee: Citizen spoke to Mr. St.Pierre regarding concern that logging operation is coming back to log town property and that log trucks block his road. Selectboard spoke to logger, who is aware of concern. Citizen is concerned that he has fixed this road of his own accord. Mr. Cobb noted that no one has come to town in three years requesting gravel for this road..

Planning Board: Discussion of Travis Royce's role. Discussion of rules. Discussion of future endeavors coming to area.

Heritage commision: Mr. St.Pierre attended. No quorum at that meeting. Commision had a discussion of town history and where we want to go.

School Research committee: Mr. St.Pierre presented regarding 2/16 meeting. It was well attended and good discussion was had. Committee sent out a postcard to all boxholders in town to get out the support for article 11. It was received today by town. Please support 11 in town and 8 in district. Flier from school board received today. The committee met with Walpole selectboard and selectman Lou Beam from Langdon. Walpole reported that they resolve to support strongly article 8. Alstead selectboard pledged support as well. Langdon selectboard would remain neutral. Acworth does not support as they tend to agree with school board, however they did not vote formally. Scott Wade, are signs made for article? Get sign boards out for weekend. Art Grenier noted state Stabilization grant reestablished.

Building Needs committee: Mr. St.Pierre had a meeting. Put out word to support article. If it passes, many subcommittees will be formed -- one for each building by the group that needs/uses building. If it doesn't pass, reassess us of buildings by selectboard.

Schedule Selectboard workshop for Wednesday 3/13, 5 pm. Travis Royce will confirm with Jessica.

Motion to enter into Non public session per RSA 91-A:3 II Personnel

Motion to come out of non public by Mr. Neill. Seconded by Mr. St.Pierre. All in support.

Motion by Mr. Neill to reject motion to hire. Seconded by Mr. St.Pierre. All in support.

Motion to seal minutes of non public session permanently by Mr. Neill. Seconded by Mr. St.Pierre. All in support.

Motion to adjourn by Mr. Neill. Seconded by Mr. St.Pierre. All in favor. Meeting closed at 9:12 pm.

Respectfully Submitted,

Alissa M Bascom