

## CHARLESTOWN SELECTBOARD MEETING

WEDNESDAY, MARCH 6, 2024 at 5:30 P.M.

### CHARLESTOWN COMMUNITY ROOM

Selectboard Present: Jeremy Wood (Chair), William Rescsanski, Nancy Houghton, Shelly Andrus.

Staff Present: Shawn O'Hearne-Asst. Fire Chief

Patricia Chaffee, Tax Collector/Executive Assistant

Patrick Connors-Police Chief

Mark LaFlam-Fire Chief

Keith Weed-Highway/Transfer Supervisor

Jason West-Maintenance Manager

Mr. Rescsanski motioned to enter non-public session RSA 91-A:3 II c-Reputations at 5:31 p.m., seconded by Ms. Andrus. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Meeting reconvened at 6:26 p.m.

Mr. Wood called for a recess at 6:26 pm. Public meeting convened at 6:30 pm.

### **Regular Meeting Call to Order**

Mr. Wood commenced the meeting at 6:30 pm with the pledge of allegiance.

**Recognition of Visitors:** Jesse and Griffin Dussault presented a handout for the Board regarding a mailbox issue at 181 East Street. The residents were in attendance to respond to a letter that was sent to them from the Board stating that plow trucks only go one way down East St. and therefore the town is not at fault for the tenants' mailboxes getting hit and knocked down by a plow truck. The Dussault's presented pictures to the Board that seemed to prove this was incorrect. Ms. Chaffee stated that the letter may have been worded incorrectly. The Dussault's explained that the mailbox was fixed but they just want to make the point that the letter was written hastily and dismissively. Mr. Weed stated that he was the driver that night and that he did not hit the mailbox row. He also reminded the Board that if the highway department does hit a mailbox, they always inform the resident and then replace the mailbox. Mr. Rescsanski wanted it

reiterated that the letter was worded incorrectly to the Dussault's. Mrs. Dussault felt they were brushed off with this letter and wanted to make that known. The Board apologized to the Dussault's.

## **Department Head Reports:**

Highway/Transfer: Mr. Weed reported that there had not been push back from residents from the change of hours, with anyone, and that the price paper is going down, but cardboard is going up. The department is busy servicing vehicles and gravelling dirt roads.

Police: Chief Connors reported that there have been a few investigations into some deaths in town and that some drug warrants had been issued. He reported that the new officer has started, and he is currently training, and Chief Connors hoped to put him on the April schedule. He also announced the Saint Patrick's Day initiative with highway safety on DWI patrols and that he is currently working with the school to instill more safety exercises.

Fire: Chief LaFlam reported that they will figure out the elections for tomorrow night. Chief LaFlam asked about the fire alarms in the community buildings. The Board replied that they will get back to him on that. He also reported that he has a few new applicants and wants to get together with Chief Connors regarding the applicants. Ms. Andrus asked about Facebook posts that posted call logs but not on the Charlestown Fire Department page. She stated that there are two different fire department accounts and to be mindful of the activeness of the official Charlestown Fire Department Facebook page. Mr. LaFlam will investigate this.

Executive Assistant: Ms. Chaffee asked the Board if they wanted to keep the same job descriptions for the Recreation Department. She reported that Ms. Dezan is working on updating the timesheets. She also reported that the furnace and boiler bids went out and that they are due back April 3rd and that the RFQ's for asset management is in the works. Ms. Chaffee reported that Mr. Scott from the bridge project will get back to the town concerning Route 12. She also put in a request for the meeting notes from the Rotary meeting that the governor attended. She informed the Board that the due date to submit for a regional 10-year plan on either the Charlestown Bridge or the Route 12/Lovers Lane project is March 25th. She stated a letter could be submitted to the regional planning board with intent. Mr. Wood stated that Lovers Lane and Route 12 should go to the planning board 1st and the bridge next year. Ms. Chaffee reported that the mowing contract needed some adjustments and needs to be cleaner. Mr. Cobb will fix it. Mr. Rescsanski reiterated that this contract needed to go out to bid. Ms. Chaffee announced that the Rotary and CEDA meeting is March 13th at 7:30. It is a breakfast meeting, and she needs a count for the town hall; Mr. Wood and Ms. Houghton will attend. She reminded the Board that candidate night is tomorrow at the Rotary. Ms. Chaffee informed the Board that there is a pump station issue once again as the four tanks can't handle the generator; this was discussed at length. A letter from a town resident was then discussed. Ms. Andrus stated that she was not sure if the SelectBoard was the right committee to send the letter to. She believed this letter should have gone to the Old Home Days committee.

Ms. Chaffee then read a letter from Mr. Babbit who is requesting that Erin Court be re-named to Babbit Court. This has been tabled for the future.

Ms. Chaffee stated that the three RSA's needed to be adopted to protect the Health Officer and Welfare Administrator them from being personally sued.

Ms. Andrus motioned to adopt the listed RSA's (31:104-1, 31:105-1, 31:106-1) for Charlestown. The motion was seconded by Mr. Rescsanski. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Ms. Chaffee asked the Board to sign the new uniform policy and the welfare application updates as well.

**Minutes of previous meeting:** Mr. Rescsanski made a motion to accept the minutes of February 28, 2024 Workshop, non-public #1, and non-public #2, seconded by Ms. Houghton. Ms. Houghton noted two corrections to change; from page one-is excited about the... and to fix the word form to from. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), and Mr. Wood (yes), and Mr. Rescsanski (yes). Motion passed.

**Consent Agenda-Financial administration/payroll and purchase orders/manifests and warrants /abatements (Tobias, sewer due to leak), appointments, permits, licenses, contracts and Resolution:** Mr. Rescsanski made a motion to accept, and it was seconded by Ms. Houghton. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Mr. Rescsanski (yes), and Mr. Wood (yes). Motion passed.

Ms. Andrus made a motion to enter non-public session RSA 91-A;3 II c-reputations at 7:19 p.m., seconded by Ms. Houghton. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Meeting reconvened at 7:33 pm.

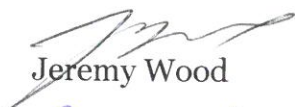
Ms. Andrus made a motion to enter non-public session RSA 91-A;3 II c-reputations at 7:33 p.m., seconded by Ms. Houghton. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Meeting reconvened at 7:46 pm.

Mr. Rescsanski made a motion to adjourn at 7:47 pm, seconded by Ms. Houghton. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

Respectfully Submitted,

Ellissa Griffin

  
Jeremy Wood

Trish Patrick



Nancy Houghton



Shelly Andrus

(Note: These are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on March 20, 2024)

Charlestown Selectboard Minutes

Non-Public Meeting Minutes #1

RSA 91-A: 3 II (c-Reputation)

March 6, 2024 @ 5:30 p.m.

Community Room

Selectboard present: Jeremy Wood (Chair), William Rescsanski, Nancy Houghton, and Shelly Andrus

An evaluation was reviewed by the Board with an employee.

Ms. Andrus motioned to exit non-public session at 6:26 p.m., seconded by Mr. Rescsanski. Roll call: Mr. Wood, (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Respectfully Submitted, Ellissa Griffin



Jeremy Wood

Trish Patrick



Shelly Blouin-Andrus



Nancy Houghton

Charlestown Selectboard Minutes

Non-Public Meeting Minutes #2

RSA 91-A: 3 II (c-Reputation)

March 6, 2024 at 5:30 p.m.

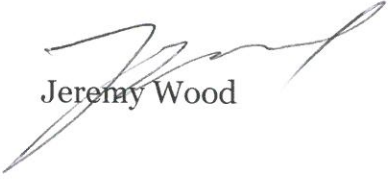
Community Room

Selectboard present: Jeremy Wood (Chair), William Rescsanski, Nancy Houghton,  
Shelly Andrus

The Board discussed various issues with Chief LaFlam.

Ms. Houghton motioned to exit non-public session #2 at 7:33 p.m., seconded by Ms. Andrus. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Respectfully Submitted, Ellissa Griffin




Jeremy Wood

Trish Patrick



Shelly Blouin-Andrus



Nancy Houghton



Charlestown Selectboard Minutes

Non-Public Meeting Minutes #3

RSA 91-A: 3 II (c-Reputation)

March 6, 2024 @ 5:30 p.m.

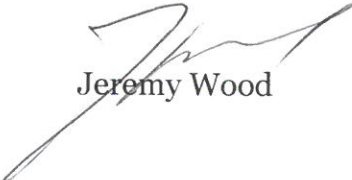
Community Room

Selectboard present: Jeremy Wood (Chair), William Rescsanski, Nancy Houghton,  
Shelly Andrus

The Board discussed a staff issue and will meet with that staff person to discuss further.

Ms. Houghton motioned to exit non-public session #3 at 7:46 p.m., seconded by Ms. Andrus. Roll call: Mr. Wood (yes), Mr. Rescsanski (yes), Ms. Houghton (yes), Ms. Andrus (yes).

Respectfully Submitted, Ellissa Griffin



Jeremy Wood

Trish Patrick



Shelly Blouin-Andrus



Nancy Houghton