

CHARLESTOWN SELECTBOARD AND WATER/WASTEWATER  
WORKSHOP WEDNESDAY, July 26, 2023 AT 5:30 P.M.  
COMMUNITY ROOM

Selectboard Present: Jeremy Wood (Chair), Nancy Houghton, William Rescsanski, Shelly Blouin-Andrus (Vice Chair), Trish Patrick

Staff Present: Patricia Chaffee, Tax Collector  
Ken Vandenburg, Water & Wastewater  
Keith Weed, Highway Department

Public Meeting:

Mr. Wood called the meeting to order at 5:30 p.m.

Mr. Rescsanski motioned to enter Non-Public Session RSA 91-A:3 II (e) Legal at 5:31 p.m. Ms. Houghton seconded the motion, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

The meeting reconvened at 6:32 p.m.

Mr. Wood opened the Public Hearing at 6:33pm regarding the increase in the Transfer Station permit fee. After the Board discussed the increase in costs for disposal, especially when it comes to recyclables. Most items now cost the town money to get rid of. Mr. Jacob Kane asked for clarification on the cost for demo and should the fee over the scale be looked at. Mr. Robert Beaudry asked where the additional weight for demo was coming from as the Town has not grown? It was noted that some of it is water weight as the demo box is not covered as well as some residents taking advantage of the system. Mr. Weed also noted that there was a \$4.00 increase as of the beginning of the year that was not brought the anyone attention until after the change. Mr. Robert Davis commented that \$1.75 per week is much better than \$3.00 per bag and encouraged the Board to possible increase to \$100.00 with the additional sticker for the home up to \$25.00. Mr. Beaudry agreed that \$100.00 was not unreasonable. Ms. Andrus noted that the Board opted to do a smaller increase this year, keeping in mind our residents on a fixed income. She also noted that as a Town we need to work on education about recycling and ways to reuse item, and mindful as a Town of what we are doing with our waste. Mrs. Francis asked if there could be a discount for Seniors. Ms. Andrus would like to see a Solid Waste Committee formed to start to go over the challenges of waste disposal, look at ways to be more efficient, this may include going to a bag system in the future. Mr. Wood noted that our fees are some of the lowest in the State. Mr. Frank Hutt, an employee at the Transfer Station, reiterated that people do take advantage of the system as the employees rely on the honesty of the residents. It was also noted that Katie Lajoie sent an email to the Board with links to information regarding pay as you throw in New Hampshire and recycling in the region.

Mr. Wood closed the Public Hearing at 7:06 p.m. Ms. Houghton made a motion to set the transfer station permits at \$75.00 for the first sticker and \$20.00 for the second sticker. Ms. Patrick seconded the motion, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes). There will no longer be recycling only.

#### Water/Wastewater Commissioners meeting:

Water Interconnect: Ms. Chaffee report that this is an update in power. Liberty has found a 3-phase transformer for the project. Liberty will be able to get the transformer installed in a couple of weeks. Work is being coordinated with all the parties. S.U.R and PRB are working on the timeline to get power hookup and the pump operational. The last update they were still waiting on the delivery of an electrical disconnect. With the great news from Liberty we could be operational by late fall. There was a discussion of the process of switching over to the new line and the valve needed to Scenic Hill pump station. Ms. Chaffee will check with the S.U.R to make sure all parts are on hand to make the switch.

Ms. Andrus asked that the list of projects included with the agenda note the locations generators are needed for future planning. It was also noted that a notice had been sent to the Town regarding the closure of the Connecticut River while they repaid the dam in Bellows Falls, VT.

#### Department Head Report:

Mr. Vandenburg reviewed his report. Mr. Wood asked about the progress on meter change outs. Mr. Vandenburg noted that they will be getting notices out, finishing Old Springfield Road, then over to Stevens Street area. Ms. Andrus asked if the recent rains have caused any issues, it was noted that there were no issues, just a more to discharge. Mr. Vandenburg informed the Board that the VFD has been installed at Bull Run # 1. He was asked about the new part time person, noting it is working out thus far.

Ms. Chaffee discussed with the Board the preliminary asset management meeting with DES. DES is available to meet on Aug 9, 2023. The Board agreed to meet at 5:30 p.m. on the 9<sup>th</sup>.

#### Other Business:

Mr. Wood closed the Water/Wastewater Commissioner portion of the meeting at 7:27 p.m. and opened the Selectboard portion of the meeting at 7:27 p.m.

The Board reviewed a complaint/concern from a resident on Acworth Road that sustained damage from run off and the culvert not being large enough to handle the large amount of water we have recently had. There was damage to his front yard and dirt and sand in his

well. Mr. Weed noted that he had spoken with the resident and will work to get yard cleaned up, but wanted the Board to know that there would need to be a fix to problem long term which may include working with a few property owners to help divert the water.

Ms. Chaffee presented the Board with an agreement to sign acknowledging that the company that to Town currently have software licenses with has been acquired by a new company G-Works. There are no fees at this time. New licensing rates will be forth coming. Ms. Andrus made a motion to have Mr. Wood sign the agreement on behalf of the Board, Ms. Houghton seconded the motion, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

Ms. Andrus noted the Town Hall and River Theater clean up. Pictures were given to the Board to review. She noted that the current condition of things on the second floor of the Town Hall were not acceptable, as it was not a storage area. Mrs. Fagan, River Theater Group, noted that there may have been some miscommunication in regards to the clean. It was also noted that a few of the large pieces were going to be removed. Mrs. Houghton asked about the storage in the basement. Mrs. Fagan informed the Board that there were some very large pieces in the basement and that would require more time to figure out where to move them to. After a discussion regarding the space, it was decided that the River Theater Group would be allowed storage space in one of the rooms on the side on the stage and loft area in the box office. A letter will be drafted to the group noting that the second floor must to taken care by August 18, 2023 and the group can have six months to clean out the basement, that the Board can sign and have as a record. Mrs. Baraly asked that the Town Hall Committee be copied on the letter.

Mr. Rescsanski made a motion to accept the minutes:  
July 19, 2023 Regular Meeting Minutes  
July 19, 2023 Non Public #1 (Legal)

motion was seconded by Ms. Patrick, roll call vote: Ms. Houghton (yes), Ms. Patrick (abstain), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

Mr. Rescsanski made a motion to accept the consent agenda, motion was seconded by Mrs. Patrick, roll call vote: Ms. Houghton (yes), Ms. Patrick (abstain), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

Mr. Rescsanski made a motion to revoke the building permit issued to map/lot 222-001, motion was seconded by Ms. Houghton, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes). It was asked that notification be sent to the parties involved.

Mr. Rescsanski motioned to enter Non-Public Session RSA 91-A:3 II (a) Compensation at 7:55 pm. Ms. Houghton seconded the motion, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

The meeting reconvened at 8:13 p.m.

Ms. Andrus motioned to enter Non-Public Session RSA 91-A:3 II (a) Personnel at 8:14 pm. Ms. Houghton seconded the motion, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).


The meeting reconvened at 8:49 p.m.

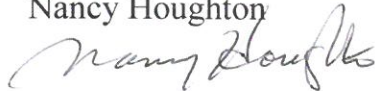
Mr. Rescsanski motioned to adjourn the meeting at 8:49 p.m. Mrs. Patrick seconded the motion, roll call vote: Ms. Houghton (yes), Ms. Patrick (yes), Ms. Andrus (yes), Mr. Rescsanski (yes), and Mr. Wood (yes).

Respectfully Submitted,  
Patricia Chaffee, Recording Secretary

Jeremy Wood

  
William Rescsanski

  
Shelly Andrus

Nancy Houghton  


Trish Patrick  


(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on August 2, 2023)

RE:

Today's Public Hearing - Transfer Station

Dear Selectboard Members,

I have enclosed information regarding PAY AS YOU THROW and regarding recycling options for Sullivan County. This information will be helpful for the town as we move forward regarding the transfer station. I request further meetings to discuss how the town can provide services with an emphasis on waste reduction.

I have another commitment this evening and will probably not be able to attend the Selectboard meeting. Please include this email in the public record for the scheduled hearing. Thank you.

Sincerely,  
Katie Lajoie  
429 Wheeler Rand Road  
Charlestown, NH 03603  
603-826-4803

<https://newhampshirebulletin.com/2023/03/13/in-these-nh-communities-you-pay-for-how-much-trash-you-send-to-the-landfill/>

New Hampshire Bulletin, March 13, 2023: *In these NH communities, you pay for how much trash you send to the landfill*

[www.americanhealthstudies.org/action-plan.pdf](http://www.americanhealthstudies.org/action-plan.pdf)

Antioch New England Institute, February 2007: *Recycling-Based Waste Management Action Plan for the Communities of Sullivan County, NH*

<http://americanhealthstudies.org/sullivan-county-update-2015.pdf>

Mary Delahanty, December 2015: *UPDATE-Recycling-Based Waste Management Action Plan for the Communities of Sullivan County, NH*

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**Charlestown Board of Water/Wastewater Commissioners/Selectmen**  
**Non-Public Meeting Minutes #1**  
**RSA 91-A:3 II (e-Legal)**  
**July 26, 2023 @ 5:30 p.m.**  
**Community Room**

Selectboard present: Jeremy Wood (Chair), Trish Patrick, Nancy Houghton, Shelly Blouin-Andrus  
William Rescsanski

Staff Present: Patricia Chaffee  
Liz Emerson

Guests: Mathew Decker – Attorney, Drummond Woodsum

There was a discussion regarding the pending litigation regarding the Borough Road. Mr. Decker reviewed the current status and the next steps for the Board.

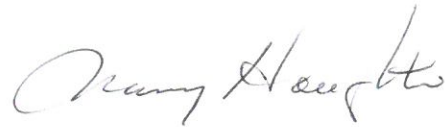
Ms. Andrus motioned to exit non-public session at 6:21 p.m., seconded by Ms. Houghton. Roll call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Mr. Rescsanski (yes).

Respectfully Submitted,  
Patricia Chaffee

Jeremy Wood

  
Trish Patrick

  
Shelly Blouin-Andrus

  
Nancy Houghton

  
William Rescsanski



**Charlestown Board of Water/Wastewater Commissioners/Selectmen**  
**Non-Public Meeting Minutes #2**  
**RSA 91-A:3 II (a- Compensation)**  
**July 26, 2023 @ 5:30 p.m.**  
**Community Room**

Selectboard present: Jeremy Wood (Chair), Trish Patrick, Nancy Houghton, Shelly Blouin-Andrus  
William Rescsanski

Staff Present: Ken Vandenburg – Water/Wastewater Dept

Ken Vandenburg discussed compensation with the Board and the structure of pay increases.  
Payroll for the 2024 budget was also discussed.

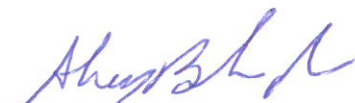
Mrs. Patrick motioned to exit non-public session at 8:13 p.m., seconded by Ms. Houghton. Roll  
call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Mr.  
Rescsanski (yes).

Respectfully Submitted,  
Patricia Chaffee

Jeremy Wood



Trish Patrick



Shelly Blouin-Andrus



Nancy Houghton



William Rescsanski

**Charlestown Board of Water/Wastewater Commissioners/Selectmen**  
**Non-Public Meeting Minutes #3**  
**RSA 91-A:3 II (a- Personnel)**  
**July 26, 2023 @ 5:30 p.m.**  
**Community Room**

Selectboard present: Jeremy Wood (Chair), Trish Patrick, Nancy Houghton, Shelly Blouin-Andrus  
William Rescsanski

Others Present: Patricia Chaffee

The Board discussed the office staff and duties. Ms. Chaffee updated the Board on the training of the new personnel.

Ms. Andrus motioned to exit non-public session at 8:49 p.m., seconded by Mrs. Patrick. Roll call: Ms. Blouin-Andrus (yes), Mr. Wood (yes), Ms. Houghton (yes), Ms. Patrick (yes), Mr. Rescsanski (yes).

Respectfully Submitted,  
Patricia Chaffee

Jeremy Wood



Trish Patrick



Shelly Blouin-Andrus



Nancy Houghton



William Rescsanski