

**Town of Chesterfield
Board of Selectmen
MINUTES
December 18, 2013**

CALL TO ORDER

Vice Chairman Elaine Levlocke called the meeting to order at 6:12 p.m. Others in attendance were Board members Jim Larkin and Administrator Rick Carrier. Chairman Jon McKeon arrived at 6:45 p.m.

FOR SIGNATURE

- Manifest #51
- Selectmen minutes - December 3rd
- Service Connected Disability Veterans credit application
- Notice of Lien – Westervelt
- Cersosimo agreement
- Assessing contract (2 copies)
- Hamilton cards

FOR DISCUSSION

- **Cersosimo Agreement**

The Selectboard members signed the Cersosimo Agreement has been submitted.

- **Van Houten Room Signage**

The Selectboard will purchase a turquoise plaque with vinyl tape to be taped above the door at the Van Houten room at the Town Office building. Levlocke will order the sign.

- **Monthly Meeting Email**

The monthly meeting schedule, provided by Carrier, was reviewed by the Selectboard. No changes were made.

- **IRS 2014 Mileage Rates**

The Selectboard approved the IRS new standard mileage rates of 56 cents per mile for business miles driven, starting January 1.

- **Town Report Dedication**

The Selectboard decided to dedicate the Town Report in memory of Carol Ross.

- **NH Immunization Program Conference**

A conference is scheduled for March 26 in Manchester, NH. The Selectboard agreed to send either Steve Dumont or Carol Pelczarski to attend.

- **Mutual Aid Board Information**

Gordon Rudolph emailed the Selectboard that the Mutual Aid Board of Directors approved \$200,000 for improvements to the old Keene fire station, now being used as the Mutual Aid building. The bill will be shared by 37 towns, including Chesterfield and Spofford.

- **Wares Grove Cottage**

Larkin, Levlocke, Carrier and Building Inspector, Chet Greenwood conducted a walk-through inspection at the cottage on December 18 of the building. Larkin will contact Greenwood on December 19 for a findings report.

Levlocke moved to hire a structural engineer to access the cottage at Wares Grove for stability due to the inspection of December 18. The motion was seconded by Larkin, which passed unanimously

Carrier will work with the Parks and Recreation Commission for preparation of the Budget Committee meeting. The Parks and Recreation Commission will meet with the Selectboard on January 7 at 6:30 p.m.

- **Next Week's Manifest**

Carrier announced that there will be two manifest, one will include refund checks for the property tax overpayments.

- **Next Meeting**

Levlocke announced that the next scheduled Selectboard meeting is scheduled for December 30, depending on the outcome of the Wares Grove Cottage inspection report.

- **Old Business**

Levlocke announced that the Budget Committee meeting was canceled for December 19.

Carrier will make arrangements to purchase a snow rake and schedule the Town Office janitor to remove the snow from the Ware Grove Cottage roof before Friday, December 20. Carrier will contact Melissa Metivier to inform her.

Outstanding Issues

Board Appointments

McKeon still hasn't heard from Kathy Thatcher as to whether she will continue to serve on the Conservation Commission. Larkin will contact individuals to fill opening positions for the Parks and Recreation Commission.

- **Other Business**

Levlocke stated that she will draft a letter to Department of Transportation to address the maintenance and road conditions on Route 9, with the two accidents that occurred within the past week.

McKeon announced that there is a meeting scheduled for January 2 or 3 for the Master Plan Committee. More information will be posted.

Carrier received a call from Bob Goderre for a deadline to submit a petition to change the zoning on his property. Carrier requested that he contact the Planning Board secretary to meet with the Planning Board as soon as possible if he is interested in changes for 2014.

Carrier reported that he received a call for a low temperature alarm at the Town Hall around midnight on December 17. Carrier found that the boiler was not blowing heat and called for repairs.

Larkin moved to enter into Non-Public session pursuant to RSA 91-A:3 II (a&c). Levlocke seconded the motion, which carried.

Larkin moved to adjourn from Non-Public session and seal the minutes. Levlocke seconded the motion, which carried.

Larkin moved to enter into Non-Public session pursuant to RSA 91-A:3 II (a&c). McKeon seconded the motion, which carried.

McKeon moved to adjourn from Non-Public session and seal the minutes. Larkin seconded the motion, which carried.

With no further business, Larkin moved to adjourn at 8:20 p.m. The motion was seconded by Levlocke, which carried.

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairperson

Date

Elaine H. Levlocke

Date

James M. Larkin

Date