

**Town of Chesterfield
Board of Selectmen**

**MINUTES
June 13, 2012**

Call to Order

Chairman Jon McKeon called the meeting to order at 6:10 pm. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Administrator Rick Carrier.

Appointments

- 6:30 pm Ruth Van Houten

Van Houten advised she met with Tricia Wadleigh, Emergency Preparedness Coordinator and Regional State National Stockpile Coordinator, regarding public health issues. Public health is under the Emergency Management. Van Houten stated public health department is now in flux with the retirement of Marilyn Rousseau. Van Houten stated that the OEM is in charge for the 1st hours of a declared emergency. It is not in charge in a health emergency.

She asked what the consequences to the Town if the Town were to pull out of the PODS. She stated she was not going to organize this alone. Rousseau had taken the lead on this previously and had many contacts in the health profession. Furlone doesn't have the time that Rousseau had. Van Houten asked if the Health Officers could contribute. McKeon stated the Board should speak with Greenwood and Dumont to get an understanding of where they are at.

- Barbara Girs (unscheduled)

Girs stated she has been looking into dog licensing programs and would like to come to the Board in two weeks with a proposal. She has viewed the BMSI program at other Town Clerks' offices. She has also asked if a program could be created as it seems it would be a simple program. The BMSI program would cost \$1,250 to buy the equipment that includes a computer and a printer. There would be an annual cost of \$250 for updates and tech support. She asked if the Board would be willing to have her pursue various options. They stated yes.

For Signature

- Manifest #24
- Selectmen minutes – May 30th
- Current Use application – Strand Ave, LLC
- DRA inventory forms request
- Abatement – Clevenger interest
- Payroll change notices – Parks & Rec

For Discussion

➤ Colony easement update

The Board reviewed the email from Rocci Aguirre, Monadnock Conservancy, regarding the easement agreement. Carrier asked what the procedure would be to approve the easement. McKeon stated it would come to the Board and then be reviewed by the Town Attorney. Carrier advised he expects to have the agreement shortly; is it alright with the Board if he forwards it to the attorney and get the information to the Board. McKeon stated he would like to see the first reaction from the attorney to get an idea on the time frame.

➤ Spofford Lake water level

The Board reviewed the water level report from Pam Walton. The level was 3.5" above summer level as of Tuesday. She requests that a third board be taken out before the weekend to avoid erosion during a busy weekend on the lake.

Carrier's concern that 1 ½" were lost in 5 days with boards removed and with no rain in the forecast all next week it could drop quickly and may have difficulty recovering. McKeon suggests pulling out a 3" board tomorrow and check it on Friday. It was noted that Bevis is on his summer schedule and there would be 2 hour minimum callout time. The Board agreed to pull a board and check the level next week.

➤ Parks & Rec Activities Enhance Exp Tr

John Zannotti is requesting approval to spend \$137.74 from the P&R Activities enhancement ET for additional flyers and postage for the triathlon.

Levlocke moved to expend \$137.74 from the P&R Activities Enhancement ETF for the additional flyers and postage for the triathlon. Larkin seconded the motion, which carried unanimously.

➤ Parks & Rec chairman update

The Board reviewed Zannotti's email requesting guidance on 3 issues.

1) He asked whether the Board wants additional expenses from the ETF (previous item) to go through the Selectmen's office. Carrier recommends continuing to go through the Selectmen's office and at the end of the year reimburse the general fund from the ETF. This would give a clear accounting of the expenditures. The Board agreed.

2) Zannotti asked if it is appropriate to pay an individual two different hourly salaries for doing two different functions. Carrier advised as long as the individual is doing two separate jobs, then two rates of pay are appropriate.

3) The P&R are requesting that they get a computer and printer for use by the Director to avoid her using her personal equipment. Carrier advised he would have a computer available next week as he has updated one in the Town Offices. The Board agreed. There is no used printer available.

➤ Abatement – Suitor

The Board reviewed the assessor's recommendation to grant the abatement.

Levlocke moves to grant the abatement per the recommendation of John Hatfield. Larkin seconded the motion, which carried unanimously.

➤ Hermann – Streeter Hill Rd correspondence

The Board reviewed Hermann's letter regarding water that is being diverted to his property. Bevis and Plante had gone out to the property to look at the situation. Plante and Stoddard had done work in this area 20 years ago. Bevis advised that nothing has changed and the water is flowing where it is supposed to flow. McKeon stated the Town has not done any work there but noted that there has been an extreme amount to rain lately. Larkin stated we can keep an eye on it during the next heavy storm. A letter will be sent to the Hermanns.

➤ Canal Street drain

The Board reviewed Bevis' email regarding 36 Canal St. Belawske, the new owner, advised that the catch basin across from #36 does not drain and it flows into the basement of 36 Canal St. Bevis advised that in the mid 1990's the Highway Dept reviewed this situation. It was discovered that the septic system of #36 was placed over the end of the culvert. They had sought guidance from the Health Officer at that time, Ashworth, and the Highway Dept was told to hold off doing anything until a new system was put in by the property owner.

Carrier and Levlocke had gone with Bevis to look at this situation. Since the septic had been placed by the property owner it is not the Town's responsibility to change something done by a private owner. McKeon asked if the culvert could be extended beyond the field. It was noted that there is a brook in the vicinity. Bevis advised that the septic is blocking the natural flow of water diverting the water to the basement.

It was also noted that the driveway was put over the culvert outflow. Carrier will contact Bevis as the property had approached him.

➤ Selectmen minutes, May 23rd correction

Van Houten had requested the Board amend the May 23rd meeting minutes which stated that 3 H1N1 clinics were held and not will be held as the minutes stated. The Board agreed to note the correction in these minutes.

➤ Wheeler property

The Board reviewed the listing report from the realtor.

➤ Selectman project list

1. Business development group – McKeon presented the completed booklet for the other Board members to review. Carrier will make copies. McKeon stated once the review has been done we could see if someone wanted to take charge of it and form a committee. The booklet gave detailed information on forming and financing the group.
2. CIP – McKeon advised the Planning Board would issue the CIP. John Koopmann and Roland Volbehr are interested in working with Levlocke on this project.

➤ Old business

Spofford Place – Carrier advised the project will not start until after July 1st due to fiscal year auditing concerns.

Committee membership – Carrier advised that Rich Grogan who expressed interest in serving on the Planning Board has withdrawn due to added work responsibilities.

➤ Next week's manifest

The manifest will be ready for signing on Tuesday afternoon.

➤ Other business

1. Levlocke asked if the Board could be informed of a community member passing so that they could pay their respects. It was noted that an FYI email could be sent as long as there was not a response to it.
2. Levlocke asked if she could get a copy of the Minitors invoice to file with the grant. Carrier advised he would file.
3. McKeon stated the Planning Board is asking Atty Rattigan for guidance regarding Cersosimo not responding to their request for a revised site plan.
4. McKeon advised the Farr Rd subdivision has been conditionally approved by the Planning Board. The Planning Board is asking advice from Rattigan about possible lack of water conditions noted on the plat.
5. Carrier asked if the Board has heard anyone inquiring about a summer informational meeting. No one had. The Board has not scheduled one for this year.

➤ Nonpublic RSA 91-A:3 II (c)

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

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

Information

- Employee certificates – Highway Dept.
- Ct River Joint Commission correspondence

- Shoreland Property Owner letter
- Misc. correspondence & newsletters

Adjournment

With no other business to conduct, Levlocke moved to adjourn, Larkin seconded and the motion carried.

The meeting was adjourned at 7:53 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon P McKeon, Chairperson

Date

Elaine H Levlocke

Date

James M Larkin

Date