

## **Town of Chesterfield Board of Selectmen**

### **MINUTES May 16, 2012**

#### **Call to Order**

Chairman Jon McKeon called the meeting to order at 6:35 pm. Others in attendance were Board member Elaine Levlocke and Carol Ross.

#### **Appointments**

- 6:30 Rob Hitchcock representing Tim Hanson

McKeon advised this bond would be different because of the ravine mitigation. He stated they could use one bond and have the amount set aside for the ravine. There would be a set amount for the road and for the ravine stabilization. Hitchcock stated it would be better to have 2 bond agreements; one for the road and one for the ravine.

McKeon stated the bond for the ravine would go through one year after the established growth. There would be a 1 year warranty bond for the ravine and then it would expire. The road bond would be in effect until the as-built plans are done and the Town accepts the road. The Town doesn't take the road over until 50% of the houses are built on the road. Once the road is taken over by the Town a maintenance bond is held which is 15% of the original bond.

- Gordon Rudolph and Ruth Van Houten (unscheduled)

The Board reviewed the Acceptance of Audit Requirements for the EMPG grant. Rudolph advised they had gotten 3 quotes. Beliveau is \$22 higher per unit than the lowest bid but they have proven to be reliable and give good service. Rudolph will bring the lower quote to Beliveau to see if they would come down.

Levlocke stated there should be a maintenance agreement between the Selectboard and the Fire Precincts in regard to the minitors and that it is the responsibility of the Fire Precincts to maintain the minitors. Rudolph stated they would have the agreement signed next week.

#### **For Signature**

- Manifest #20
- Selectmen minutes – May 9<sup>th</sup> - The amended minutes were signed.
- Willich correspondence
- Intent to cut – Goldsmith/Pritting
- Payroll Change Notice – Transfer Station
- Forest Fire bill

- NH Citizen Corps Program Grant Agreement
- Portable Radio Grant
- EMPG Grant Acceptance of Audit Requirements – Van Houten took the signed form to deliver it to the NH Dept of Safety, Homeland Security and Emergency Management.

### **For Discussion**

- NH Citizen Corps Agreement

The Board reviewed the CERT Program Grant Agreement and the Non-Supplanting Certification. Chuck Hildreth and John Keppler were present. Keppler advised it is pretty much the same agreement they had last year. McKeon signed the agreement. Keppler will get a copy to the Board once it is signed by the State.

- Portable Radio Grant

The Board reviewed the grant information. This is a 100% grant. The Board approved the agreement and McKeon signed it. The signed form will be given to the Police Dept for processing.

- Tax deeded properties

The Board reviewed the updated property list that would be tax deeded by May 24<sup>th</sup> if the 2009 taxes are not paid.

- OSHA Standards Class

McKeon advised the cost of this class held at EJ Prescott is much less than the one offered through Keene State. The Board agreed this would be profitable to the Highway Dept. McKeon had already spoken to Bevis about this class.

- Conservation Commission request for funds

The Board reviewed the Conservation Comm request for \$5,000 as a donation to the Spofford Lake Assoc Host Program. The Board agreed this is well worth the cost to protect the lake from milfoil.

*Levlocke moves to approve the donation of \$5,000 to the Spofford Lake Assoc for the Host Program. McKeon seconded the motion, which carried.*

Van Houten was present and asked if this shouldn't be in the budget where it is done every year instead of the Conservation Fund. McKeon noted the CCC gets the 1<sup>st</sup> \$25,000 of the Land Use Change Tax funds for purposes such as this. Will Vogely stated it seems the CCC is trying to hide this and thinks it's done under the table. McKeon stated it is all done above board and doesn't agree with Vogely.

➤ Lake Level communication

McKeon stated he had spoken with Bevis regarding Pam Walton's request to cut a board to 1" to try and get the level at summer level. McKeon stated that in his discussion with Bevis the leakage and over flow of the head limits the ability to get the level as close as what the Board felt was being asked. McKeon stated that a 1" board may not stand up under the pressure.

➤ Selectman project list

Business Development group (BDG) – McKeon advised he has the final booklet. He will have the final copies for the Board and Town Office. Van Houten asked what the purpose of the group is. McKeon first explained the reason for the project list; it is a list of items the Board wanted to pursue with priorities and finish times. The BDG purpose is to look at commercial property openings on Route 9 and focus on developing sites to help the Town and the property owners. He stated that EOC is part of the program similar to the agreement Van Houten has with Town business to help out in times of emergency. The booklet would have regional areas included that already have this program.

➤ Old business

Road projects – McKeon advised that Bevis had been in contact with EJ Prescott and they believe they have a product that would cure the problem. They will engineer the project for free even if we do not do it with their design. Bevis told EJ Prescott to work up the design and he would look at it. Bevis also showed them River Rd and EJ Prescott advised they have some ideas for that also. McKeon will contact Warren Stevens from M&W to stop his engineering work at this time.

Perambulation – McKeon stated the Town is still waiting for the paperwork from Hinsdale as that was done last year. We have not heard back from Winchester.

Wheeler property – McKeon advised he spoke with Al Michalovic and was told there is an interested party. Ross had emailed the Protected Shore information and the Zoning Ordinance dealing with the Spofford Lake District to Michalovic.

➤ Other business

1. Van Houten asked that these minutes reflect her comment for clarification for the May 2, 2012 Selectmen's minutes to state that the EMPG grant is to complete the equipment for training for all emergency responders and not just the fire departments.

2. Levlocke advised the EMPG grant for the brooks' clean-up is due by 5/25/12. Bevis had gotten estimates for 3 different locations. McKeon advised he had gotten a call from Steve Chickering saying he had not been informed. It was noted that in the future landowners should be sent letters informing what is to be done for their benefit as well as the Town's. McKeon stated we should take advantage of matching fund grants; they may not be available much longer. The Board asked that this be put on the agenda next week.

3. P&R expenditure requests – The Board reviewed the 4 requests from the P&R. The expenditures are for 1. Prospect Communications \$190 for the Triathlon flyer. (Prospect is donating the balance of \$350) 2. Postage from each of the Post Offices in Town: Spofford \$115.13, Chesterfield \$22.76 and W Chesterfield \$41.90. Metivier was contacted to verify the discrepancy in the postage amounts. She advised it is because there would be more mail sent in Spofford.

*Levlocke moves to accept the 4 expenditures presented to them by the Parks & Recreation Comm on May 16<sup>th</sup> for the purpose of payment for the Triathlon flyers and the postage for the 3 Town Post Offices. McKeon seconded the motion, which carried.*

It was noted that the checks would be drawn by the Town and would be reimbursed at the end of the year out of the P&R Activities Enhancement ET.

4. Levlocke stated that at the class for Elected Officials she heard there needs to be a hold harmless agreement with Town volunteers particularly as they work on cutting and maintaining trails. McKeon will check with the Conservation Commission.

**Information**

- Prince letter of thanks
- Keene PD commendation letter to Duane Chickering
- NH Dept of Safety Hazard Mitigation Assistance Grant Program
- 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 8:42 pm.  
Respectfully submitted,  
Carol Ross  
Secretary

Approved by:

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Jon P McKeon, Chairperson

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Date

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Elaine H Levlocke

\_\_\_\_\_  
Date

\_\_\_\_\_  
James M Larkin

\_\_\_\_\_  
Date