

**Town of Chesterfield
Board of Selectmen**

**MINUTES
May 23, 2012**

Call to Order

Chairman Jon McKeon called the meeting to order at 6:00 pm. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Administrator Rick Carrier.

For Signature

- Manifest #21
- Selectmen minutes – May 16th
- Yield tax certification – Nycek
- Timber tax warrant
- Payroll change notices – P&R

For Discussion

- Fuel Oil bids

The Board reviewed a copy of last year's letter that was sent to fuel companies requesting bids for prepayment and for 10 equal monthly payments. It was discussed whether to send the bid letter just to the larger companies for just prepayment but the Board decided to send the letter out with both options to the companies that have been included in the past.

- Forest fire bills

Notices had been sent to two individuals who were in violation of RSA 227-L: 17 V. One of the individuals has paid a portion of the expenses incurred by the Fire Dept for causing the fire and has advised they will make payment in full in September. The other, Mike LaCroix has not responded to the notice. The Board authorized Carrier to contact the Town attorney to send a letter.

- Hazard Mitigation Program grant letter of intent

The Board reviewed the draft letter of intent for the assistance program. The estimated cost of the cleanup for Catsbane Brook by Brook St is \$6,000. The Board agreed to amend the project description and the letter will be sent out before the May 25th deadline.

Van Houten asked if the Protected Shore category could be removed so that the Highway Dept could go in and clean out the brooks. McKeon advised that the Highway Dept doesn't have the necessary equipment to do the work.

➤ Tax deeded properties

The Board reviewed the updated list of tax deeded properties. There were two requests for extensions; Joanne Gustufson and Sandra Rawson. The Board approved the extensions.

➤ Selectman project list

Newsletter development – Larkin advised he is working on the newsletter and has the structure and layout. He is trying to come up with a name for the newsletter. It was suggested there could be a contest with the school children. Once he has a mockup of the newsletter he will meet with the Harrisville group to discuss specifics i.e. advertising, funding.

Expanded Recreation program – Larkin will speak with the P&R at their next meeting.

Transfer Station enhancement project plan – Larkin is working with Dunbar. Dunbar has replaced the door of the swap shop and stabilized the floor. Larkin is designing a new book/swap shop building. Once this is done they will have blueprints to get costs for the project. The plan would be to use TS staff and volunteers to build the proposed moveable building. Larkin also stated that if staff were in the compactor they will wear a helmet in the event someone throws something in and doesn't see the staff.

Develop Board of Assessors plan – Larkin will be meeting with the Town of Nottingham to get specifics on their assessing board.

➤ Old business

Road projects – McKeon spoke with Warren Stevens and he is stopping his work for Streeter Hill Rd for the time being. EJ Prescott is looking into bettering the conditions.

Committee membership – McKeon advised the Planning Board has a prospective new member. He will be in to meet with the Selectboard by June 13th.

➤ Other business

1. Van Houten advised that it is EMT week. She represented Chesterfield at the Brattleboro Hospital. She stated she would be hosting the next Rescue Inc meeting in June. Van Houten expressed concern that with Marilyn Rousseau's retirement it will be difficult to cover the CERT and pandemic clinics. Steve Dumont is now the Health Officer. Van Houten advised there will be 3 clinics this year; H1N1 for First Responders, Clinic for the School and one at the Town Office for the general public.

McKeon suggested she speak with Dumont to see if he would be willing to step into the role. Van Houten stated she knows that Dumont works full time for the State of Vermont. She advised that the expenses are covered if it is declared an emergency. They have the plans in place but it is only as good as the people you have.

2. Van Houten stated there is an issue with people not putting their street numbers on their houses. It is an issue for First Responders being able to get to the homes at

a time of emergency and something needs to be done. She also stated that many people have dropped their land line phone #'s and have gone to cell phones; Emergency Management need the updated numbers.

3. McKeon advised the Planning Board is still working on the Farr Rd subdivision.

4. McKeon advised there will be an educational presentation by DES regarding the Shoreland Water Quality Protection Act at the Town Hall on June 28th. This is being sponsored by the Conservation Commission and the Spofford Lake Association.

5. Levlocke stated that Rudolph had met with Lorenz and Lorenz wants the dry hydrant removed from his lakeside property. Rudolph will contact the Fire Marshall and the Spofford Lake Assoc.

6. Levlocke stated the Fire Departments are still working on the grant for the Minitors. McKeon updated Larkin on this grant application. He stated that the Board would like to get maintenance agreements with both Fire Departments to make sure they would be responsible to maintain this equipment.

7. Levlocke advised at the Library meeting the Trustees have received cost estimates for the roof. They will be looking at this later in the fall. McKeon stated he could write up a performance specification so that when the bids are sent out they are for the same specifications.

8. Levlocke advised the Library will be having a silent auction; part of the proceeds will go for cabinetry in the workroom.

Information

- Treasurer's report
- Highway dept certificates of participation
- 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 7:15 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon P McKeon, Chairperson

Date

Elaine H Levlocke

Date

James M Larkin

Date