

**Town of Chesterfield
Board of Selectmen**

**MINUTES
November 28, 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 Lester Fairbank – nonpublic RSA 91-A:3 II (b)

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

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

Levlocke moved to offer a conditional offer of employment to Alex Martens as a full time police officer and to start him at Step 2 pay rate. Larkin seconded the motion, which carried. Martens accepted the position and the Board signed the payroll change notice.

- Ruth Van Houten – unscheduled

Van Houten requests that the Board consider reopening the Town OEM Budget. She advised she would be stepping down soon and she doesn't know who would work the hours she does for free. She had thought her job could be broken up. She noted that the OEM needs to be proactive while the Fire Dept is reactive. The State funded RERP budget for administration has been reduced from \$4,000 to \$2,480 for 2013. The Town OEM budget for administration/training is level funded at \$1,500.

Van Houten advised they got 400 registrations for RENTS at the polls during the presidential election; it was very successful. She stated she spent many hours to take care of the illegible registrations before it was sent to VY.

Van Houten requests the Board consider increasing the OEM Administration/training line. She didn't know what other Town's do but Vermont Yankee recommends 20 hours/week. She asked how you put a value on a job. McKeon stated the Board would do some investigation regarding increasing the administration line. Levlocke would bring it to the Budget Comm. It was questioned is there is a particular number of training sessions per year. Carrier will do research for next week.

Van Houten stated she is looking to get a full building generator with a transfer switch for the school. She would sell the present generator and with that and her time it could be used as soft funds for an EMPG grant.

For Signature

- Manifest #48
- Selectmen minutes – Nov 14th

For Discussion

- Budgets & updates – highway, one line budgets, warrant articles
 - Highway – the description was amended to note the unleaded and diesel bulk purchasing for all highway and fire vehicles per the Budget Comm request.
 - One Line budgets
 - Ambulance increased by 5.2% billed by Keene Ambulance and Rescue Inc.
 - General Insurance decreased by \$25,000 due to the “contribution holiday” for both Workers’ Comp and Property/Liability.
 - Warrant Articles compilation previously presented. P&R Concession building WA is waiting for additional information.
- Monthly meeting email

The Board reviewed the email for December. Carrier suggested changing the order of the information. The Board agreed.

- Holiday lunch invitation

The Board reviewed the Employee Holiday Lunch invitation to be held December 19th. The Board approved.

- Unanticipated Revenue RSA 31:95-b Cheshire County Conservation District Invasive Species Grant

The Conservation Commission has applied for and received a grant for the Invasive Species Removal at Friedsam Town Forest project. The Town has received \$2,250 of the \$3,000 grant so far.

Levlocke moves to accept the unanticipated moneys in the amount of \$2,250 and agree to expend the grant funds for this project per RSA 31:95-b.

Larkin seconded the motion, which carried unanimously.

➤ Holiday Tree town Hall

The Board reviewed the request from the Friends of the Library and the Boy Scouts to put up a holiday tree at the Town Hall on December 1st. The tree will be removed as quickly as possible after Christmas. The Board approved the request.

➤ Planning Board membership

Davis Peach is interested in serving on the Planning Board. The Board agreed to appoint him as an alternate for December.

Levlocke moves to not renew the Planning Board membership for Bob Del Sesto for 2013. Larkin seconded the motion, which carried. (Vote: Yes: Levlocke & Larkin, No: McKeon)

Peach would be appointed to a full member in January.

➤ Board memberships to expire in December 2012

- Planning Board – McKeon will speak with John Koopmann
- Conservation Comm – McKeon has left a message and will follow up with Jeff Newcomer.
- Zoning Board – Larkin stated he would renew and would speak with Andy Cay and John Perkowski

➤ Town Report dedication

The Board will discuss this next week.

➤ Rounds Road

Levlocke had attended the meeting the other evening at the Highway Dept with the Rounds Rd property owners; Leahy and Bratcher were present. The public hearing will be scheduled next week.

➤ Selectman project list

Business development group – McKeon will get the suggested charge for the Board to review.

CIP – on going.

➤ Old business

Spofford Place – Liptak will be meeting with the Board in January or February.

Road Projects – Bevis will be reviewing the information. McKeon advised that he and Bevis had reviewed the plans from EJ Prescott for Streeter Hill Rd. More detail was needed on the plan. McKeon asked for an engineer's stamp on the plan.

➤ Other business

1. Larkin asked about the Koopmann eviction. Carrier advised that if nothing further changes by the deadline of December 14th the next step is filing a landlord tenant writ with the Keene division of the circuit court.
2. McKeon asked about the NH Liquor Store sign variance request with the ZBA. Ross advised they were denied the variance, however, it was noted at the meeting that the State is not obligated to follow the Town's ordinances. McKeon suggested that the Selectboard speak with Molly Kelly to express their concern and then follow that up with a letter. McKeon will contact Kelly.

Information

- Treasurer's Report
- DES Solid Waste Facility Operator certificate
- Rescue Inc correspondence
- Zannotti correspondence
- 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 7:45 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon P McKeon, Chairperson

Date

Elaine H Levlocke

Date

James M Larkin

Date