

**Town of Chesterfield
Board of Selectmen
MINUTES
OCTOBER 16, 2013**

CALL TO ORDER

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

FOR SIGNATURE

- Manifest #42
- Selectmen Minutes of October 9, 2013
- Yield Tax Certification
- Yield Tax Warrant
- Cemetery Deed - Hade
- NRRRA Contract for MSW
- Rideout Correspondence
- Appointment Paper – Planning Board Lynch

APPOINTMENTS

- **6:30 p.m. Bart Bevis & David Mann**

Woodbury Road

Mann described Woodbury Road as a two rod road, which is normally 33 feet wide. This road has no monumentation. Mann also noted that this is an old road with no specific road layout descriptions from the Jewel collection from the archives at the State, whereby people were sent out to transcribe from town records. Mann presented a recreated road map of the Woodbury Road, with evident tops of banks when the road was constructed and random stone walls, not a layed up stone wall. When the roads grading occurs, the highway department is attempting to set the ditch lines to allow water flow. Mann suggested that 30-36" high monuments be placed along the road, particularly along the problem areas. The right-of-way needs to be defined. Stearns Road is defined as a three rod road. The board will get direction from counsel.

Streeter Hill, Castle and Swanzey Roads

Bevis reported on the expense and amount of damage done by the storm of September 12 & 13 on Streeter Hill Road. Bevis also met with contractors to resolve the culvert issues on Castle Road by installing 24 inch replacement culverts. A 36 inch culvert was installed on the Swanzey Road near the Tolman property.

FOR DISCUSSION

- **Budgets – Debt Service, Zoning Board, Forest Fires, Code Enforcement**

Carrier reported that the last bond payment on the Town Office building is due in year 2027. Carrier will get back to the board on the amount of the interest on the note. Carrier reported that he did not get the budget information to the ZBA. Legal issues are listed under the town

attorney. Merrill Yeaw felt that the proposed Forest Fire budget was workable and he requested \$3,000 to go to the Wild Land Suppression Expendable Trust. The Code Enforcement budget is down \$2,400, due to reduced hours due to a slowdown in building permits applications. The Highway Department draft budget items were discussed. Bevis stated that he has \$14-18,000 left over from last year for resurfacing roads.

Levlocke moved to go into Non-Public RSA 91-A:3 II (a&c). The motion was seconded by Larkin, which carried.

Carrier left the meeting room at that time.

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

Levlocke moved to go into Non-Public RSA 91-A:3 II (a&c). The motion was seconded by Larkin, which carried.

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

Levlocke moved to go into Non-Public RSA 91-A:3 II (a&c). The motion was seconded by Larkin, which carried.

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

- **Conservation Commission Trails Kiosk**

The board approved the location to place the kiosk close to the sidewalk at the Town Offices. Carrier will meet with Lynn Borofsky to see what building supplies are available for the kiosks.

- **Town Office Snowblower**

Leon Dunbar researched options of replacing the 10 year old snowblower. The budget for replacing the unit has already been approved for \$2,000. Carrier will report back to the board on what models are being considered.

- **Town Hall Renovations**

A proposal from Martin Smart was received on the renovations, with items 3 & 4 quoted separately from the rest of the eleven items at McKeon's request. McKeon stated that the other items should be put out to bid. He will assist Carrier on writing the bid advertisement and the decision of where to advertise will be decided at the next board meeting. Larkin reminded the board that the contractors will be required to have proof of insurance coverage. Carrier reported that Item #8 has already been resolved.

- **Selectmen Project List**

Economic Development Committee: They have a meeting scheduled for October 24.

Develop Plan to Expanded Recreational System: The board will wait to meet with Parks and Recreation until after the budget.

OLD BUSINESS

Reverse 911 Contacts: Ruth Van Houten stated that she feels that Reverse 911 is not user friendly. She would like to get a copy of the residents data base for Code Red. Van Houten also reminded the board that there is only one year left for the town to get Code Red funded by VY. McKeon stated that Chesterfield Fire Chief Chickering and the Spofford Fire Chief Rudolph are available for training and he has asked Tim Scott for handout forms. Van Houten and Rene Fales will be attending the quarterly meeting on October 23. Carrier was asked to contact area towns to see how they have been working with Reverse 911. Van Houten suggested that more information be available to the residents through the annual town report.

Welcome Letter: McKeon will request that the Economic Development Committee to come back with a draft on the welcoming letter to new residents.

Board Appointments: Carrier will email Mike Lynch to welcome him to the Planning Board, as an alternate. A form will be brought to the next meeting for Joanne Condesta for the Parks and Recreation position.

Wares Grove Cottage Occupancy Agreement: Levlocke would like to schedule October 23 at approximately 3:00 p.m. for Chet Greenwood, and Carrier to meet with Melissa Metivier. Levlocke will make final arrangements.

Parks and Rec Job Description: McKeon suggested to wait until after their budget complete.

Town Website: Larkin knows of someone who is looking for clients who creates websites. Levlocke also has a contact for creating websites. The information on the two people will be sent to Carrier to do a follow up.

OTHER BUSINESS

Levlocke recently attended a presentation with the Southwest Regional Commission with a speaker presenting information on climate, past, present and future. Levlocke has requested a copy of the PowerPoint presentation to share with the board.

Levlocke will also be attending the Conservation Commission public hearing on October 28.

Carrier reported that the interest rate on the variable bond for the Town Office building is 4 to 5%, with the average rate being 4.7%.

Levlocke moved to go into Non-Public RSA 91-A:3 II (c). The motion was seconded by Larkin, which carried.

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

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

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

With no other business to conduct, Levlocke moved to adjourn at 10:20 p.m., McKeon seconded the motion, 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