

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
May 21, 2014**

**CALL TO ORDER**

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

**FOR SIGNATURE**

- Manifest #20 & 21
- Selectmen Minutes –May 7
- Yield Tax Certification – Kwader
- Timber Tax Warrant
- Excavation Tax Warrant
- Property Tax Warrant
- Cemetery Deeds – Kinnare & Borofsky
- Forest Fire Bills (2)

**FOR DISCUSSION**

- **Property/Liability Insurance Primex**

Primex has requested that the selectboard notify the Primex legal counsel prior to any future termination of employees as part of the conditions of the Loss Mitigation Agreement.

*Levlocke moved to accept the offer of the New Hampshire Public Risk Management Exchange (Primex) in the Property & Liability Program as outlined in their letter as part of a Loss Mitigation Agreement, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Program. Larkin seconded the motion, which passed unanimously.*

The board decided not to take the multi-year contract with Primex at this time.

- **Street Numbering – River Road**

The Conca's requested to have their street number changed from 315B to 315. Marie White has agreed to her vacant lot number changed from 315A to 313A River Road. The Board agreed to this change.

- **Former Town Office Building**

Marvin Smart will be contacted to replace a couple slate shingles and minor repairs at the former Town Office building.

- **Town Hall Projects**

The two Town Hall repair projects will be advertised in the Keene Sentinel and on the town's existing website. The bids should be returned by July 2.

- **Abatement Applications**

The Board reviewed the abatement recommendations from John Hatfield for the following applications:

1. **William & Lauren Vermouth** – granted – The property had a fire on July 30, 2013, with a total loss to the dwelling. The taxes should be at full value of \$267,600 until July 30 and the property should be prorated at the value of \$70,400 without the house for the remainder of the tax year. Carrier stated that, going forward, the house is at 70% rebuilt as of April 1, 2014. Previous assessment: \$267,600  
*Levlocke moved to grant the abatement request for William & Lauren Vermouth per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.*
2. **Clifford & Betsey Emery** – granted – The sketch was corrected for the amount of cathedral area inside the house.  
Previous assessment: \$459,600/Revised assessment: \$454,900  
*Levlocke moved to grant the abatement request for Clifford & Betsey Emery per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.*
3. **Ronald & Barbara Coburn** – granted – An adjustment to the land for its topography resulted in a decrease in value.  
Previous assessment: \$1,091,000/Revised assessment: \$1,066,200  
*Levlocke moved to grant the abatement request for Clifford & Betsey Emery per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.*
4. **Daniel & Louise Rath** – denied – Taxpayer requested tax bills divided up into the four different ownerships. Previous assessment: \$394,900  
*Levlocke moved to deny the abatement request for Daniel & Louise Rath per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.*
5. **Hoag/Schroeder** – granted – The sugarhouse in question is owned by the abutting lot with an agreement that the owners of the building would pay any taxes on it. The building value moved to lot 13/H035/5 and the adjusted assessment of the land does not qualify for current use.  
Previous assessment: \$51,900/Revised assessment: \$2,800  
*Levlocke moved to grant the abatement request for Joshua Schroeder & Sarah Hoag per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.*

- **Nine A Appeal**

McKeon reported that he was served with the Summons for the Zoning Board Appeal on May 16, 2014, of which two of the required tasks have been completed. Carrier stated that the ZBA was served earlier today. Val Starbuck confirmed that the Return of Service will be filed with the Court by their attorney. Carrier will notify the applicant's attorney to notify him that the ZBA will not have legal representation available.

Cliff Emery stated that he has concerns with the newest Appeal and not allowing the Zoning Board legal counsel. McKeon stated that the Starbucks and several residents wanted the opportunity to get a court decision. The decision of the Selectboard to not allow funding of an

attorney is to save town money. The applicant's attorney will pick up the defense of the Zoning Board's granting of the Zoning appeal. McKeon stated that if the Zoning Board's decision is firm and grounded, then the court will further cement that. Levlocke stated this was the only option available for the many concerned citizens, and this allows them to be heard. McKeon reminded Emery that the applicant's representative has stated that the Spofford Hall building is a public hazard.

- **Highway Employee Status**

*Larkin moved to rescind the resignation of David Weaver. Levlocke seconded the motion, which passed unanimously.*

- **Information Technology Purchases**

Carrier stated that there is enough money in the budget for the purchase of town office computer. Carrier would like Windows 7 Professional, Microsoft Office software and to have the capabilities for the Supervisors to the Checklist to be running as soon as possible. He will purchase a Dell unit for the Town Treasurer's office.

- **Tax Deed List**

The updated list and current status was reviewed. Payment plans have been discussed with property owners, which will be provided to the town tax collector.

- **Monthly Meeting Email**

The Meeting Email will go out the first week in June.

- **Update Website**

Levlocke requested an update on new Parks and Recreation Director and to add the list of representatives of committees. The new website will go live June 10.

- **Gulf Road Signage**

The highway department will install a "Slow – Children at Play" sign on the Gulf Road and the Chesterfield smart cart will have its radar set up to encourage drivers to slow down.

- **Background Checks**

The Selectboard will follow the school requirements of background checks, being RSA 632-A:10 for the Parks and Recreation employees. The background checks can be performed at the State Police barracks, with the reports being sent to the Selectboard. The cost for the background checks will be the responsibility of the town. Carrier will discuss the process with the Parks and Recreation Commission. He will also schedule the criminal backgrounds checks at the State Police barracks in Keene and the reports will be sent to the Selectboard.

- **Economic Development Committee Membership**

Gary Winslow has given his resignation of the EDC. The committee would like to have more active members.

- **Shell Station Occupants**

A potential tenant had requested a letter of approval from the selectboard approving the sale of alcoholic beverages at that facility, which the tenant's attorney states they do not need at this time. The new tenant will continue to use the facility as a convenient store as well as a gas station, with no changes to the building.

## **OLD BUSINESS**

Spofford Place: Levlocke received an email from J.B. Mack to set up an LLC or nonprofit for the cleanup of the old Electrosonics property.

Town Hall Annex: Carole Vogeley has expressed an interest in being on the committee for the renovations. McKeon will have a draft charge at the next meeting.

Wares Grove Cottage Occupancy Agreement: The request to have the new director use the building as an office will not be allowed without approval of the code enforcement officer. Another request was made for a popup tent/trailer to be set up at Wares Grove, because people have been using the beach for drinking alcohol. The Chesterfield police will be patrolling the area more frequently. The trailer will only be allowed if the Zoning regulations allow it. McKeon will email Warren Stevens to look at the cottage for the structural repairs needed. Larkin suggested that the building inspector be present with anyone going into the cottage.

Library Parking Lot: Carrier will check with Bart Bevis to see if he has contacted SVE to get a set of parking lot plans for the library.

Library Roof: Larkin will find out if the bids are in place.

Town Hall Bulletin Board: Larkin reported that Bill Lauterbach had volunteered to replace the damaged bulletin board at the Town Hall. Larkin will contact Lauterbach to submit replacement information.

- **Other Business**

A CommonDreams.org report described that a chemical, Tricolosan, found in antibacterial soaps, some toothpastes, sunscreens and deodorants, could cause impair egg fertilization in human sperm function. The board requested that the office use the supplies that are in stock and discontinue purchasing hand soap that contains Tricolosan.

Levlocke reported that David Thomas attended a joint precinct/commission meeting where it was suggested that the town go back to the old method of paying mutual aid by getting one bill instead of two. According to Phil Terrell, the cost savings would be about \$3,500. Carrier reported that the bill use to come from the county as part of the county taxes. Carrier will get a breakdown from Terrell for the next meeting of the cost for each precinct.

Larkin reported that Leon Dunbar requested the Selectboard to alter the work schedule at the Transfer Station. He will submit a proposal for the next board meeting.

McKeon reported that the Planning Board signed the prints for the permit for the Cersosimo gravel pit. There was a consultation from the owner of the prior Creative Woods property to store truck caps outside within the office/retail space/service district.

McKeon reported that Dave Bergeron will be making an appointment to come in to discuss the Donahue property with the Planning Board. He will need an agreement for the bonding and how it gets phased.

- **Nonpublic RSA 91-A:3 II (c)**

*Levlocke moved to enter into Non-Public session pursuant to RSA 91-A:3 II (c). McKeon seconded the motion, which carried.*

*McKeon moved to adjourn from Non-Public session and seal the minutes. Larkin seconded the motion, which carried.*

- **Nonpublic RSA 91-A:3 II (a)**

*Levlocke moved to enter into Non-Public session pursuant to RSA 91-A:3 II (a). McKeon seconded the motion, which carried.*

*McKeon moved to adjourn from Non-Public session and seal the minutes. Larkin seconded the motion, which carried.*

*With no other business to conduct, Larkin moved to adjourn at 8:30 p.m. The motion was seconded by Levlocke, which carried.*

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

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Jon P. McKeon, Chairperson

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Date

\_\_\_\_\_  
Elaine H. Levlocke

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date