

**Town of Chesterfield
Board of Selectmen
MINUTES
May 7, 2014**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:17 p.m. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #19
- Selectmen Minutes – April 30 & May 2
- Tax Collector Notice Not To Tax Deed (3)
- Fairbanks Correspondence
- Antaya Correspondence
- Intent to Cut – North
- Payroll Change Notices – Police & Parks & Recreation

FOR DISCUSSION

- **Abatement Applications**

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

1. Nite Owl Real Estate – denied – When applying the applicant questioned whether the demolished shed was taken off the property card. The application was taken into consideration and it was found that the building was being removed and noted on the card. *Levlocke moved to deny the abatement request for Nite Owl Real Estate LLC per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.*
2. Joseph & Lisabeth Cullum – denied – When applying the applicant was challenging the land portion of the assessment. Carrier stated that reasons for an abatement applications: Physical Data, which is incorrect description or measurement of the property; Market Data, the properties market value on the April 1 assessment date, supported by comparable sales or professional opinion of value; Level of Assessment, the properties assessment is disproportionate by comparing the properties market value and the town wide level of assessment. The applicant supplied an older appraisal with a value of \$425,000; within 4% of the current assessment. *Levlocke moved to deny the abatement request for Joseph & Lisabeth Cullum based on the recommendation of Commerford Nieder Perkins, LLC. McKeon seconded the motion. Vote taken: Yes (2) No (1) Motion passed.*
3. George McKinnon – grant –The land was adjusted to account for the two right of ways that are on the property.

Levlocke moved to grant the abatement request of George McKinnon, based on the recommendation of Commerford Nieder Perkins, LLC to revise the assessment value to \$416,400. McKeon seconded the motion, which passed unanimously.

4. Robert & Theresa Clarkson – grant – The grade of the building was adjusted to be more in line with similar properties.

Levlocke moved to grant the abatement request of Robert & Theresa Clarkson, per the recommendation of Commerford Nieder Perkins, LLC to revise the assessment value to \$922,100. Larkin seconded the motion, which passed unanimously.

- **Wares Grove Cottage Update**

Carrier and Chet Greenwood checked the condition of the vacant cottage, following return of the cottage key from the previous P&R Director. The board requested that all the keys be returned to Carrier. Greenwood stated that, with the condition of the building, he discourages any further occupancy of the building. McKeon stated that the P&R Commission will be getting a structural engineer assessment of the building for what is needed to bring it up to code. McKeon suggested that the P&R Commission to meet with the Code Enforcement officer of issues with the cottage.

- **On-line Assessing Data**

Carrier announced the cost to put the property cards online is \$2,400 per year, with the anticipated lost revenue of \$1,000 per year. It would generate less phone calls to the office and the opportunity to learn why cards are being requested would be lost. The board will revisit this for further discussion at a later date.

- **Information Technology Purchases**

The board will revisit this at the next meeting.

- **Coachman Road**

Ron Bell provided an asphalt paving overlay for the Coachman Road. The \$300 bill will be sent to Attorney J.R. Davis.

- **Highway Department Resignation**

Dave Weaver has given his two week notice. The board would like to meet with Weaver to do an exit interview. The Selectboard suggested to review the applications that were received for this position in late 2013.

- **Town Hall Project**

Carrier provided information on the scope of work for the board's review, with specification changes. The grant application for the cupola will not be available until September. McKeon suggested that each project include a start date.

- **Tax Deed List**

The board members will contact the individuals who are delinquent in their property taxes to discuss how their property tax bills arrangements can be made before the properties are tax

deeded on May 22. As requested by Mr. Karapanagiotides, the board members have agreed to settlement payments of \$1,000 per month.

- **Lake Level**

A board has recently been removed from the dam, as the lake level has been getting higher.

- **Heating Oil Bids**

Bids will be going out in July.

- **Mt. Wantastiquet 5K Run**

A 5K running race is being organized to be held on October 12, 2014. The race will start in Hinsdale and run through Mountain Road in Chesterfield to Brattleboro.

OLD BUSINESS

Town Hall Annex: The Selectboard would like the Town Hall Annex Committee, consisting of Lee Brockmann, Carol Riendeau, Peg Fegley, Marie Del Sesto and Joanne Condosta, to attend next week's Selectmen's meeting.

Library Parking Lot: Bart Bevis will need the parking lot plans for the library. McKeon stated that the plans may be with Tim Butterworth or SVE.

Library Roof: Larkin has provided the inspection report to Jane Anderson.

Town Hall Bulletin Board: Carrier reported that there has been no feedback on the recently damaged bulletin board at the Town Hall.

Project List

Develop A Board of Assessors Plan: Larkin reported that some of the towns that were involved in the project have dropped.

Background Checks: Levlocke stated that something should be in place for the Wares Grove personnel. She suggested background checks be done on potential employees and existing employees paid for by the town. McKeon stated that each background check should be discriminatory by each department.

McKeon moved to require all employees of the Parks and Recreation Department to get a background check, in strict accordance to the Chesterfield School requirements. Levlocke seconded the motion, which passed unanimously.

Levlocke suggested that all Parks & Recreation employees attend a meeting, as a group, with the P&R Director, P&R Commission and a Selectboard member to explain the process of background checks before the start of the new year. Condosta stated that the background checks are good for two years.

Town Employee Applicants Core Questions: McKeon's plan is to have core questions be asked of applicants for positions when applicants are being reviewed. McKeon drafted some general questions and distributed the list for review.

Enclosure for Transfer Station Cardboard Bales: Larkin will be meeting with Leon Dunbar to discuss plans.

- **Other Business**

A Request for a Rehearing was received in the Selectmen's office on May 7 from Attorney Silas Little on the Nine A LLC ZBA decision of April 8, 2014 for the Nine A LLC request for a variance. Valerie Starbuck stated that the Request for a Rehearing has been filed with Superior Court. Starbuck will contact Carrier with any updates for the Selectboard.

Joanne Condosta made a request to the Selectboard to approve a sign or signs be installed to protect the children from speeding cars on Gulf Road. Sign placement and vehicle code appropriate signs will be addressed at the next meeting. Carrier verified that the Selectboard has authority to have signs posted on Gulf Road.

The board requested that letters be sent to the applicants for the Parks & Recreation director position.

McKeon stated that the Cersosimo gravel pit excavation permit was signed by the Planning Board. The plans will be signed at next week's meeting. He added that Mr. Penny attended the meeting and verified that he had dropped off the proper plans for the Truck Camper Warehouse in 2008. The Planning Board has the Zoning Board's Notice of Decision on the variance in 2008. McKeon stated that everything is done for the Donahue condominium plans except the bond issue, which is part of the Notice of Decision.

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

Levlocke moved to enter into Non-Public session pursuant to RSA 91-A:3 II (a&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.

With no other business to conduct, Larkin moved to adjourn at 8:15 p.m. The motion was seconded by Levlocke, 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