

**Town of Chesterfield
Board of Selectmen
MINUTES
July 2, 2014**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:04 p.m. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #27
- Selectmen Minutes – June 18
- Warrant Article 33 Letter for Town Clerk's Records
- Cemetery Deed – Robinson
- Hobson Correspondence – Forecastle Timber
- Yield Tax Certification – Norton
- Yield Tax Warranty
- Payroll Change Notices – P&R

APPOINTMENTS

• **6:15 p.m. Nonpublic**

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.

The result of nonpublic meeting was that *Levlocke moved to hire Steve Laskowski for the part time police officer. Larkin seconded the motion; which carried unanimously.*

• **6:30 p.m. Town Hall Annex Committee**

Committee members attending: Lee Brockmann, Joanne Condosta, Marie Del Sesto, Peg Fegley, Neil Jenness, Carol Riendeau and Carol Vogeley

McKeon explained the legal requirements for committees to hold open public meetings, taking meeting minutes and how to warn the meetings.

Brockmann and Vogeley have reviewed the footprint drawings of the Annex that were provided by Larkin. The committee will provide functional suggestions of the Annex and the amount of space that will be needed, including whether a nurse's station should be available.

The committee will meet with the Selectmen at their September meeting for an update on the project, which will help start a budget process to move forward. McKeon stated that the earliest

the project can get underway would be March of 2015, where the town could vote to appropriate more money.

Carrier asked that the committee members each sign a Conflict of Interest policy and return it to him.

- **7:00 p.m. John Whitaker**

Whitaker came to discuss his the driveway frontage to rid the flooding issues. He stated that he has an approved Wetlands Plan permit and an approved driveway permit. Whitaker stated that his original quote from his contractor called for two culverts, one being used for his the driveway permit and one for the Wetlands permit. Whitaker stated that he learned that the plan was changed and a culvert was not needed for the driveway, per the recommendation of road agent to the contractor, instead of using a 15" diameter culvert. McKeon stated that the materials used must comply with the required specifications. Whitaker stated that two catch basins would have been required on each side of the driveway and he did not refuse having the catch basins. The board will meet with the road agent to discuss the situation.

- **7:30 p.m. Dave Smith & Ken Walton – Library Trustees**

Walton reported that he received two bids for reroofing the library, both of which were over \$30,000. One of the contractors suggested that he would deduct \$1,400 from his bid if the debris was removed from the site by the town. Smith spoke with Leon Dunbar, who has agreed to accept the materials at the Transfer Station, upon approval of the Selectboard. Dunbar had suggested having a container brought to the site for the debris disposal. Carrier stated that the invoices for the roofing project will be paid through the town office on the Warrant Article that was approved at the town meeting. The board gave approval for Smith & Walton to award the bid.

Walton reported that the water level is seven inches over the normal summer level. More boards will be removed to bring the water down to a safe level.

FOR DISCUSSION

- **Ad Hoc Committees**

The board members have been contacting individuals to serve on Road Safety Audit and Police Chief Search committees. Carrier reported that the State is ready to begin meeting on the Road Safety Audit when the roster is filled.

- **Town Hall Project Bids**

Target New England Historic Restoration
P.O. Box 954
Alton, NH 03809
Project #1 – Town Hall \$24,760
Project #2 – Cupola \$ 8,640

Southern Vermont Painting & Restoration
P.O. Box 563
Brattleboro, VT 05302
Project #1 – Town Hall \$ 2,880
Project #2 – Cupola \$11,200

The board plans to discuss the projects with Southern Vermont Painting & Restoration.

- **NHMA Legislative Policy Process**

Carrier reported that NHMA will be voting on policies in September and may be covering issues that affect Chesterfield.

- **Wares Grove Cottage Update**

Warren Stevens, a structural engineer, mailed a report regarding an overview of the roof rafters. McKeon suggested adding collar ties to each roof rafter. McKeon will have Stevens exam what is under the floor.

- **Gateway Preserve Bonding Note**

McKeon reported on the discussion with Attorney Sean Tanguay for the Gateway project. Tanguay had concerns of not having a bond in place until the building permit is received. State statute requires the bonding be in place before the plans can be signed and approved by the Planning Board. Tanguay will discuss the issue with the Planning Board.

- **Parks & Rec Committee Membership**

The Selectboard received letter of resignation from Jordan Williams.

Levlocke moved to accept the resignation of Jordan Williams. Larkin seconded the motion, which passed unanimously.

Levlocke reported that Erik Barnes has indicated an interest in serving on the Parks and Recreation Committee. Barnes will be invited to attend the board meeting of July 16.

- **Brewery Bicycle Ride Concern**

Mike LeClaire sent a letter of concern to the board regarding the location of the porta potties and requested that they be set up next to the main location to eliminate a dangerous situation of people crossing the roads.

- **Next Week's Manifest**

Carrier announced that next week's manifest will be ready for review and signature on July 8.

OLD BUSINESS:

Spofford Place: Carrier reported that J.B Mack felt that the work that MRI was supposed to do has already been done by the environmental engineers. Mack will talk with an environmental consultant and report back to the board.

Wares Grove Cottage: McKeon stated that he will have an updated report at the July 16 meeting.

Library Parking Lot: McKeon met with Bart Bevis to discuss improvements to the library parking lot by getting rid of the catch basin and sheet drain the runoff into the grass area. Bevis discussed the layout design with the library personnel and to eliminate the sideways curbing and put in wheel stops to separate where pedestrians walk to eliminate vehicle travel.

OTHER BUSINESS:

Bart Bevis reported more damage to the roads with the recent storm. Bevis stated that the town does not have a vibratory roller to use for repairing the roads.

Bevis reported that the water is shooting out of the ground at Whitaker's driveway on Castle Road and the stone lined ditch is not holding the water, as per Bevis' earlier recommendation.

Levlocke suggested a card of thanks from the Selectboard be sent to the prior Parks and Recreation director for the years of service given. Levlocke also would like to acknowledge the passing of Carol Ross. Levlocke and Carrier will be working on a memorial project and report back to the board.

Carrier met with the Southwest Regional Planning Commission for the decommissioning of Vermont Yankee. He reported that the State of New Hampshire is looking to hold a public hearing in Hinsdale, inviting other area townspeople to attend.

The delinquent dog registration list was received from the Town Clerk. Carrier will get a warrant for the Selectboard to forward to the police department with the list of owners.

Joanne Condosta asked if the Highway Department could post speed limit signs on the Gulf Road. Deb Bokum asked that a "keep right" sign be set up near Spofford post office.

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

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

Levlocke moved to come out of nonpublic. The motion was seconded by Larkin, which passed unanimously.

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

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

Levlocke moved to come out of nonpublic. The motion was seconded by Larkin, which passed unanimously.

With no other business to conduct, Larkin moved to adjourn at 8:30 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