

**Town of Chesterfield
Board of Selectmen
MINUTES
June 18, 2014**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:18 p.m. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Rick Carrier, Town Administrator.

APPOINTMENTS

6:30 Nonpublic RSA 91-A:3 II (c)

7:00 Lester Fairbanks

7:30 Nonpublic RSA 91-A: 3 II (a)

FOR SIGNATURE

- Manifest #25
- Selectmen Minutes – June 4
- Selectmen Minutes – Resign January 29, 2014
- Intents to Cut (3) Long, Sly, Wirkus
- Cemetery Deed – Nowill
- Town Hall Annex Committee Purpose Statement
- EDC Thank You (2)
- Warrant Article 33 Letter for Town Clerk's Records
- Payroll change Notices – Parks & Rec

FOR DISCUSSION

• **Lester Fairbanks**

Fairbanks was invited to discuss background checks on hiring of individuals under the age of 17 years old. Fairbanks advised against doing the process would be a waste of money for the town and federal records would not have any information and they don't do fingerprinting at that age. Also, Fairbanks reported that speed limit signs need to be set up on Gulf Road at each intersection.

• **Abatement - Emery**

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

Clifford & Betsey Emery (Part 2) – granted – Part 1 was approved at the May 21 meeting. Part 2 is for the area of the finished versus unfinished area of the basement was corrected as a result of the change in the cathedral area.

Previous assessment: \$454,900(Part 1 reduction) Revised assessment: \$450,200

Levlocke moved to deny the abatement request for Clifford and Betsey Emery per Commerford Nieder Perkins, LLC recommendation. Larkin seconded the motion, which carried unanimously.

- **Monthly Email**

Carrier requested approval to include a notice to inform readers of the new Town's website.

- **Property Inventory Forms**

Carrier stated that the Inventory of Taxable Property (PA-28) form has not been used for over 12 years. The board felt that there was no advantage in using the form and the method currently being used is working.

- **Selectboard Minutes Correction – May 21, 2014**

The board approved to make a correction of the May 21 minutes, under the Coburn section, the typed motion noted the Emerys as being granted that abatement.

Levlocke moved to correct the minutes of May 21 under Ronald and Barbara Coburn section to delete the Emery's names and replace with the Coburn names. Larkin seconded the motion, which passed unanimously.

- **Library Walkway Project**

Bart Bevis submitted a work in progress report on the project. McKeon will discuss the drainage ditches with Bevis.

- **Castle Road – Whittaker Property**

Carrier reported that Mr. Whitaker has requested a sign off on the culvert improvement at his house on Castle Road, following the washout at that property last year. The board will not sign off on the project or accept responsibility of the work that was done. Carrier will contact Whittaker to request a copy of the design done by Tom Forest.

- **Forecastle Timber Logging – Prouty Road**

Present: Emily Hague of Monadnock Conservancy & Steve Hardy of the Conservation Commission

Phil Blake, of Forecastle Timber, sent a letter to the board with their plans of improvements on the Old Prouty Road to allow log trucks to continue with the timber harvest in that area, which would include a temporary truck bridge across the Class A Trail. Hague had met with the supervising forester to get information on how the road would be left after the harvest was completed. They discussed replacing the temporary skidder bridge for a foot bridge, which would depend on DES and the beaver dam would remain as is. She presented a map of the area where the log landing will be located.

McKeon stated that he would like to have the footbridge be a 40 inch bridge wide so that it could be ADA wheelchair accessible. Hardy replied that a temporary foot bridge would be determined by the State.

- **Transfer Station Hours**

Leon Dunbar has proposed six options to change the hours at the transfer station to add more hours, for more convenience to the residents. Dunbar will be invited to attend the next meeting.

- **Police Chief Search**

Carrier reported that MRI is available to conduct a search for the upcoming opening position, which will take at least 60 days to complete. Carrier did not receive a response from the NH Chiefs of Police Association. The board provided five names for possible search committee people to work interviewing the candidates.

Levlocke made a motion to create a police chief search panel board. The motion was seconded by Larkin, which passed unanimously.

- **Draft Job Descriptions – Parks & Rec**

Draft copies were reviewed by the board of various job descriptions for Parks and Recreation.

- **North Shore Road Number Change**

A request was made by the Siedlers to change their address from 69 North Shore Road to 71 North Shore Road. The road agent did not object to the request.

- **Road Safety Audit Committee**

J.B. Mack requested that a Road Safety Audit team be created for the Intersection of NH Rt. 9 and Rt. 63 with individuals from the police, fire and rescue, selectboard, Planning Board, Road Agent and abutters of the intersection. The team will give input to the engineering consultant about safety issues, possible safety solutions, traffic and crash data and experiences they have observed with that intersection. The board will contact individuals to create a team and will send a list of names to Carrier.

- **Lyman Way Follow Up**

Carrier presented a summary of a response from town council on the request of having Lyman Way be maintained by the town. The condition of the Town's 1988 acceptance was never met, thus it has lapsed. The Town can start from scratch today by imposing whatever conditions they think are reasonable under today's standards as a condition of acceptance.

- **Gateway Preserve Bond**

Attorney Shawn Tanguary was asked for his legal opinion on the bonding conditions for the Bonding note presented by Brickstone Consultants on the Gateway Preserve. Tanguary's letter will be discussed with the Planning Board. Carrier will contact Brickstone's Dave Bergeron to forward the legal concerns of Attorney Tanguary. McKeon suggested that vesting concerns of the Planning Board also need to be discussed with Bergeron.

- **Popcorn Machine Follow Up**

Darlene Smith verified that the Parks & Rec popcorn machine that is currently at the Wares Grove Beach is the unit that was purchased in 2009 by Darlene Smith. Bokum was confident that the unit is suitable for use.

- **Next Week's Manifest**

Carrier announced that next week's manifest will be ready for review and signature on June 24.

OUTSTANDING ISSUES:

Spofford Place: Carrier announced that the MRI cost of their proposal is now \$140 per hour, as opposed to \$135 in 2011. They couldn't start the project until late summer. J.B. Mack will see if there is grant money available.

Wares Grove Cottage: McKeon and Warren Stevens looked underneath the cottage to view the conditions. Stevens felt that the roof didn't need to be removed to make the repairs.

Town Hall Annex: The board suggested that Neil Jenness be asked to work on the Town Hall Annex committee. McKeon asked that the volunteers for this committee be invited to the next meeting.

OTHER BUSINESS:

Levlocke reported that the Parks and Recreation have hired five lifeguards, two cashiers and two counselors. Levlocke advised the Commission will be reviewing the pay rates, step increases and job descriptions for employees.

McKeon reported that the ZBA denied Mark Lanoue's application to store truck caps and trailers outside at 1763 Route 9 location. Lanoue attended the Planning Board meeting and requested a conceptual for displaying washing machines and appliances at the same location.

Carrier stated that J.R. Davis has asked Lyle Hoag to do the top coat work on the Coachman Road. Bart Bevis will contact David Mann to coordinate the work. Davis will send the water easements to Carrier.

Grace reported that she filed the Certified Record with Superior Court on June 18 with the documents for the ZBA decision on Nine A LLC. Carrier verified that the process for filing the documents to the court has been done by the ZBA secretary in the past.

- **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 and seal the minutes. The motion was seconded by Larkin, which passed unanimously.

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

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

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

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

Larkin moved to enter nonpublic session pursuant to RSA 91-A:3 II (a&c). McKeon seconded the motion, which carried by majority roll call vote. McKeon, Yes; Levlocke, Yes; Larkin, No

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

With no other business to conduct, Larkin moved to adjourn at 10:30 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