

**Town of Chesterfield
Board of Selectmen
MINUTES
August 13, 2014**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:00 p.m. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Rick Carrier, Town Administrator. Levlocke left the meeting at 6:30 p.m.

FOR SIGNATURE

- Manifest #32 & 33
- Selectmen Minutes – July 30
- Intents to Cut (4) – Forecastle Timber
- Winn Correspondence
- Fields Pond Foundation Grant Support Letter
- DRA MS-1 Extension
- Payroll Change Notices – P&R

APPOINTMENTS

- **6:30 p.m. John Whitaker**

Bart Bevis reported to McKeon that there was no damage done at the Castle Road driveway during the two previous storms. Whitaker stated that there were recent wash out issues at the front of his driveway. Whitaker feels that the reason for the continued damage to his driveway is due to the change made by the Road Agent on the contractor's original driveway permit design by Bevis instructing Whitaker's contractor not to install a culvert. Larkin will meet with Whitaker and Bevis next week at the Castle Road site to look at the erosion issues. Photos will be taken for documentation.

- **7:00 Rob Kasper**

Kasper is representing Bruce Beach, of Rt. 9 in Spofford, to request a driveway location change on the former Fijol property. Kasper requested approval to allow Beach to change the private driveway entrance location to Forest Avenue, due to safety issues. He provided maps to the board members of road changes made to the Route 9, Forest Avenue, Glebe Road and Maple Lane areas from 1955 to present. The board will discuss the driveway change request with the Road Agent.

- **7:30 p.m. Sarah Newton**

Newton has purchased land on Atherton Hill Road on the former Browne property and requested information on the process of getting a permit to build a non-occupancy structure on the property. McKeon stated the Zoning Ordinance requires that a residence needs to be built first. Larkin added that when a permit is given to build a house, the applicant has one year to

complete the house or an applicant can request an extension on the permit. Upon receiving a permit for the house, the out structures can be built first. Newton was provided information in that a \$10,000 bond is required prior to the issuance of a building permit for construction of a residence and this property has a Restrictive Covenant.

FOR DISCUSSION

- **Police Department**

The Selectboard members reviewed a letter from Lieutenant Duane Chickering requesting that Chief Fairbanks be considered to return to the Chesterfield Police Department on a part time basis, effective the day after his official retirement.

Levlocke moved to approve Lester Fairbanks to a part time position for the Chesterfield Police Department, at a pay rate of \$19.03 per hour, effective August 19, 2014. Larkin seconded the motion, which passed unanimously.

Chickering also recommended approval for Patrolman Kevin White to be promoted to interim police sergeant, effective August 19, 2014.

Levlocke moved to promote Patrolman Kevin White to interim police sergeant to be determined by December 31, 2014. The interim pay rate will be effective on August 19, 2014 at a rate of \$24.83 per hour, which is a step, plus longevity. Larkin seconded the motion, which passed unanimously.

- **Ross Memorial Bench**

The board viewed the area where they would like to place the Carol Ross memorial bench at the Town Offices.

- **Spofford Lake Drawdown**

The drawdown of water at Spofford Lake will begin after September 2. The notice will be put on the town's website. DOT's Donald Lyford expects the road repairs to begin approximately September 15th on Route 63 by the lake. A preconstruction meeting for the project is scheduled for Thursday, September 4th at the Town Hall building from 10:00 a.m. to noon.

- **Budget Preparation and Status**

Carrier announced that department heads should begin working on their budgets soon. Heating oil projection costs and COLA will be discussed at the September 3 Selectmen's meeting. Carrier stated that 63.8% of the operating budget has been spent at the 63.5% of the year. The Budget Committee will be meeting on Tuesday, September 2 at 7:00 p.m. at the Town Offices.

- **North Shore Beach Water**

Arthur Morrow sent a letter to the board requesting reconsideration of their decision of not allowing well water to be taken from the North Shore beach. A padlock has now been installed on the tap, following a report this week of the well being drained because the tap had been left on. Carrier will contact Morrow that the decision will stand.

- **Ballot Clerks**

The board requested that Carrier contact ballot clerks for the upcoming primary election.

- **Code Enforcement T-Shirts**

The board approved to pay \$54.50 for three t-shirts with the code enforcement logo. Additional purchases must be preapproved.

- **Monthly Email**

Carrier will provide the board with a draft of the monthly email for their review before it gets sent out.

- **Old Prouty Road Gate**

Carrier received an email from David Hobson requesting approval of repair to the damaged gate and replacement of the stolen lock with a combination lock for the Old Prouty Road gate. The lock would be removed upon completion of their timber cutting. The board approved the repair of the gate and the combination lock. The Conservation Commission will be notified.

- **Town Audit**

Copies of the audit report were distributed to the board members from Vachon Clukay & Company. The internal control letter will be on the September 3 meeting agenda for discussion.

- **Old Business**

The board reviewed the outline from the Economic Development Committee. A written letter of resignation was received from Pam Walton. The committee consists of Bob Brockmann, Carol Pelczarski, Mike Reed, Dutch Walsh, Bob Goderre, Dave Thomas and Jon McKeon.

OTHER BUSINESS

Larkin received a sketch of the outbuilding project from Leon Dunbar at the Transfer Station. Larkin will put together costs for concrete, roofing, etc. Dunbar is working on a schedule change for the Transfer Station and will bring it to the board for further discussion.

Larkin reported on the recent tour of Pete's Tire open house and was impressed by environmental energy savings of the building.

Larkin reported on the Road Safety Audit for the intersection of Route 9 and 63. There was a lot of feedback from the general public. The high speed reported at that intersection was 84 miles per hour, with most reporting speeds of 65 to 70 miles per hour. The committee will be meeting again in about five weeks.

McKeon reported that the Planning Board met with their attorney at their last meeting. Charlie Donahue and his representative will be at the next meeting.

Gordon Rudolph requested the selectboard send a letter to Richard Rudolph notifying him of his violation regarding a junk yard ordinance on his property. McKeon will draft a letter to be sent out by Rick Carrier.

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

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

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

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

With no other business to conduct, Larkin moved to adjourn at 9:15 p.m. The motion was seconded by McKeon, 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