

**Town of Chesterfield
Board of Selectmen
MINUTES
October 15, 2014**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:20 p.m. Others in attendance were board members Jim Larkin, Elaine Levlocke and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #42
- Selectmen Minutes – October 8
- Appointment Papers - EDC
- Whitaker Correspondence
- November Election Warrant
- Intent to Cut – Hauert
- Raffle Permit – First Universalist Church
- DRA MS-1 Form Summary Inventory of Valuation

APPOINTMENTS

- **6:30 p.m. Bill Hutwelker**

Hutwelker had concerns regarding the sign ordinance enforcement and permits required, including temporary signs. McKeon stated that he will be discussing real estate signage with the Planning Board.

- **7:00 p.m. Nonpublic RSA 91-A:3 II (c)**
- **7:30 p.m. Duane Chickering Nonpublic RSA 91-A:3 II (a&c)**

Chickering presented flyers of the NH New Hands Free Electronic Device Law that goes into effect on July 1, 2015.

The handicap entrance door opener to the Town Offices was set for the hours of 8:00 a.m. to 4:00 p.m. McKeon noted that the Town Office hours are set with evening hours a couple of nights a week and requested that the code be activated for handicap accessibility.

Chickering reported that, after the SmartCart had been set up on Twin Brook Road for seven days, the results for the average speed recorded was 27 mph.

Results from Nonpublic Session:

McKeon moved to promote Kevin White to Lieutenant. Larkin seconded the motion, which passed unanimously.

FOR DISCUSSION

- **Non-Smoking Policy**

The amended non-smoking policy was reviewed by the board.

McKeon moved to adopt the amended non-smoking policy. Larkin seconded the motion, which passed unanimously.

- **Timber Value Setting**

The timber value changes, set by the State, were reviewed. The values were suggested for the Southern Region of NH, to be effective October 1, 2014 to March 31, 2015.

Levlocke moved to accept the average stump values. Larkin seconded the motion, which passed unanimously.

- **Town Hall Floor Damage**

The damage estimate has been faxed to the renter's insurance company.

- **Town Hall Cupola**

Photos and new estimate of repairs to the town hall cupola were reviewed from Southern Vermont Painting and Restoration. Larkin and McKeon will look at the cupola for necessary repairs to be done before winter to keep the elements out of the building during storms.

- **Tax Rate Impact Chart**

The new tax rate chart was reviewed.

- **Wares Grove Cottage**

McKeon presented a report of approximate estimates of repairs needed at the cottage. McKeon met with the code enforcement officer and he is waiting for further editing on the report from him.

- **Browne Limited**

It was determined that an escrow account will be set up for the bond on the cistern for the development. A letter will be sent to the property owners to determine when the town should anticipate receiving the bond.

- **Planning Board Escrow Accounts**

McKeon stated that a small Planning Board escrow account needs to be closed out for the money will go into the general fund.

Levlocke moved to close out the escrow account, from undetermined originator(s) of the escrow account, and put the money in the general fund. Larkin seconded the motion, which passed unanimously.

- **November Meeting Schedule**

Levlocke moved to not hold a selectboard meeting on November 26. Larking seconded the motion, which passed unanimously.

- **New England Power Evaluation**

Carrier reported that DRA has posted New England Power valuation.

- **Bennett Road Status**

Carrier found documentation on a subdivision plan from Century Properties dated May of 1977 indicating that Bennett Road had been abandoned. Carrier also found documentation in December 1985 selectboard meeting minutes noting that the new town map had been reviewed, but the Official Highway Plan does not show Bennett Road.

- **Town Officers Elected**

Carrier reported that under RSA 669:17, Planning Board and Zoning Board members may be elected. He found no provisions for Conservation Commission members to be elected. Transition from the current process being used will be researched and discussed.

SELECTMEN PROJECTS

Parks & Recreation Office Renovation: Larkin met with the P&R director to evaluate the 32x50 ft. storage building and get a cost estimate to turn building into an office. McKeon stated that it would have to be ADA accessible and egress windows will not be required when it is not being used for sleeping. Larkin stated that the two bathrooms are dysfunctional.

Building maintenance: McKeon requested that Carrier send him the chart on town buildings.

OLD BUSINESS

Spofford Place: Levlocke reported that she received an application from J.B. Mack with a NHDES assessment grant application. McKeon stated that the State is still monitoring and paying to have the water cleaned around that site.

Levlocke move to authorize Carrier to work with Southwest Regional Planning Commission on the assessment grant application regarding the Electrosonics property. Larkin seconded the motion which passed unanimously.

Town Meeting Date: McKeon reported that the school board seemed amenable to move their meeting date to Saturday, March 14, 2015 but they wanted the full board to vote on the change.

Library Parking Lot: McKeon has sent the sketch and specifications to the site guy and hasn't received the pricing.

Economic Development Committee: The selectboard has signed cards for the positions.

Auditor Internal Control Report: McKeon reported that the town treasurer is getting interim deposits with register slips from the town clerk and puts them into an escrow account. Levlocke added that the treasurer has recommended a report to be included with every deposit.

Board Appointments: Carrier is looking into the process of elected officials. An email was received from Scott Riddlemoser of his interest of being an alternate member to the ZBA.

OTHER BUSINESS

McKeon met with the road agent to discuss cleaning the culvert on Woodbury Road.

McKeon ground the concrete on the slab at the library and fixed both bathroom faucets.

McKeon reported on the Maplewood Nursing Home presentation at the Town Hall, with the options being considered.

McKeon reported on a discussion at the ZBA meeting of October 14 after they reviewed a letter from a resident with concerns of the noise from shooting guns from the Highlander Arms location. The code enforcement officer will be asked to review the conditions made in the ZBA decisions.

Larkin provided copies of his response to the other board members of the conduct of the Zoning Board chairman and vice chairman and their removal from the board. Larkin stated that the ZBA chair will be available to come to the selectboard meeting of October 29.

LEGAL: Attorney notice to preserve all evidence for the FairPoint case.

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

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

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

- **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). Larkin seconded the motion, which carried.

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

With no other business to conduct, Levlocke moved to adjourn at 10:05 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