

**Town of Chesterfield
Board of Selectmen
MINUTES
October 8, 2014**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:05 p.m. Others in attendance were Board members Jim Larkin, Elaine Levlocke and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #41
- Selectmen Minutes – October 1
- Whitaker Correspondence
- Payroll change notice – selectmen's office

APPOINTMENTS

- **6:00 p.m. 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 and seal the minutes. Larkin seconded the motion, which carried.

- **6:30 p.m. Duane Chickering**

The budget for the police department was reviewed, as presented by Chickering. McKeon stated that the board had expected increases for this year's budget request. The increase in the proposed budget is at 15.2%. McKeon stated the board will look at the budget and get back to Chickering. The board thanked Chickering for the work in preparing the budget.

With no response to the ads placed for the police departments opening position, Chickering will discuss options at a future date.

- **7:15 p.m. Joe Warhall**

Warhall presented his research to get information on the classification status of Bennett Road and reported that Joe DiBernardo had recently done a survey of the road. Warhall could not find records between 1920 and 1975 on the history of Bennett Road.

FOR DISCUSSION

- **Budgets – Zoning Board & OEM**

The Selectboard reviewed the proposed budgets, as presented by Carrier.

- **Property/Liability Insurance Future Renewals**

Primex has offered the town the option of Contribution Assurance Program, where the town agrees to use Primex property/liability insurance coverage for the next two years in exchange for a guarantee that the town's contribution will not increase more than 9% for each year. The Board declined at this time.

- **New England Power Valuation**

A 5-year chart was reviewed on the history of utility values. Carrier noted that the county tax is due on December 17 and the DRA has not yet set a value for New England Power for 2013-14. The board estimated that the figure would be approximately 5.5%.

- **Non-Smoking Policy**

Levlocke moved to amend the non-smoking portion of the Employment Conditions and Environment of the Personnel Policy to add that "smoking or use of any tobacco products shall be prohibited from any buildings or vehicles owned by the Town." Larkin seconded the motion which passed unanimously.

- **Snow Removal – Town Office**

An application was received for the snow removal position. The board reviewed the application and requested that the applicant come to a selectboard meeting.

SELECTMEN PROJECTS

Enclosure for Transfer Station Cardboard Bales: Larkin has finished the drawings for this project and will be reviewing them with Leon Dunbar.

OLD BUSINESS

Wares Grove Cottage: McKeon will be meeting with the building inspector to discuss work required at the cottage to bring it up to code.

Town Hall Annex: McKeon reported that the Annex Committee will present their recommendations of the annex footprint options at a Selectboard meeting early in November.

Library Parking Lot: Larkin and McKeon will be at the library to work on this project. McKeon is waiting for the planer to become available.

Town Office IT Purchases: McKeon is waiting for budgetary figures with three options.

Board Appointments: Levlocke noted that there are committee members that have longevity on boards, which have terms about to expire.

OTHER BUSINESS

Town Hall Rentals: An application was received for the Town Hall rental without the required certificate of liability. The Selectboard denied the application without the proper certificate from the applicant's insurance company.

McKeon spoke with another town hall renter for floor damage done to the hall at a recent event.

A resident contacted McKeon with questions on the monuments set up on Woodbury Road and requested sand removal from the Woodbury Road culverts to allow water flow through the culverts. McKeon will contact the highway department to perform the culvert cleaning.

McKeon provided documents to the other board members on the Case for ZBA board member removal.

- **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.

With no other business to conduct, Levlocke moved to adjourn at 9:17 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