

**Town of Chesterfield
Board of Selectmen
MINUTES
September 24, 2014**

CALL TO ORDER

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

FOR SIGNATURE

- Manifest #39
- Selectmen Minutes – September 17

APPOINTMENTS

- **6:30 p.m. Leon Dunbar**

Dunbar presented the board with a preliminary budget. Expanding hours at the transfer station were discussed. Levlocke would like to get feedback from the public on expanding hours. Dunbar discussed adding a loading dock and getting the project engineered.

- **7:00 p.m. Valerie Starbuck**

Starbuck noted that there have been more participants receiving meals at Joan's Pantry. She requested the service information of Joan's Pantry be posted on the town's website. Levlocke stated the Board needs to review the policy of what can be posted.

Starbuck also noted that a weed watch biologist recently tested Spofford Lake and found no exotic weeds.

Levlocke moved to approve the bill for Fernald, Taft, Falby & Little and to forward it to Valerie Starbuck for payment. Larkin seconded the motion, which passed unanimously.

FOR DISCUSSION

- **Monthly Meeting Email**

Levlocke noted that the Carol Ross Memorial Bench is now in place at the Town Offices and should be added to the Monthly email.

- **Budgets – Debt Service, Forest Fires, Executive**

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

- **Former Michaud Property**

The building inspector and Carrier viewed the abandoned property. No trespassing signs will be set up and the windows and doors will be boarded up.

- **Town Hall Floor**

An estimate was received on the repairs for damage to town hall floor. The renter will be notified of the cost of damage.

- **Economic Development Committee Membership**

A list of current EDC members, and others interested in becoming members, was provided to the selectmen. Levlocke suggested that the Selectboard representative attend the next EDC meeting to discuss the interest of the members in renewing for another term.

- **Keene Auto Body Correspondence**

The draft response letter to Keene Auto Body was approved regarding the police department's decision to discontinue the towing rotation process. Larkin noted that the police department will still request towing service of Keene Auto Body when they are needed.

- **Junkyard Complaint**

A report was received from the code enforcement officer on the junk yard complaint. The board approved the additional thirty days to the property owner to bring the property into compliance of the Chesterfield Zoning ordinances, providing the owner demonstrates significant and continuous progress of the clean up.

- **Browne Limited Bonding**

Carrier received a call from Mike Principe stating that he would be sending a check in the amount of \$10,000 to cover the bonding requirement for the cistern on Browne Ltd. properties.

- **Drainage Issue**

Carrier stated that he will provide a document from the town attorney at the next board meeting regarding the Castle Road drainage issue.

OLD BUSINESS

Wares Grove Cottage: The board thanked Jeff Scott for cutting a whole in the side of the cottage to allow getting into the crawl space for inspection. McKeon provided the board with an itemized list of structural items needing to be done. McKeon stated that Warren Stevens will send a report to the board on the bottom structures of the cottage. A final report will be forwarded to the code enforcement officer for any additional work that he may require.

Town Hall Annex: The selectboard members discussed whether a commercial kitchen designer should be hired for consultation for kitchen renovations.

Town Hall Bulletin Board: Bill Lauterbach has rebuilt the bulletin board and installed it this week. The bulletin board is used for posting town meetings and events.

OTHER BUSINESS

Levlocke requested to schedule the Parks & Recreation Commission and the Parks & Recreation director attend the October 1 Selectmen's meeting to discuss the changes of the full time position of the director with revolving commissioners. It was felt that clarification of expectations, direction of rolls, and proper procedures from Selectmen to the Commission, the Selectmen to the director and the Commission to the director would be helpful. Levlocke noted that P&R will be meeting on October 6 to discuss their budget.

McKeon reported that the Economic Development Committee met to discuss how questions would be asked in the survey for the Master Plan. He added that Jon Starbuck and Don Brehm have expressed their interest in working on the committee.

LEGAL

BOS v ZBA Legal Fees: The town is responsible to provide legal counsel for submitting the Certified Record and an Answer but does not have to provide legal counsel to the ZBA otherwise.

- **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.

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

With no other business to conduct, Levlocke moved to adjourn at 7:52 p.m. The motion was seconded by Larkin, 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