

**Town of Chesterfield
Board of Selectmen
MINUTES
February 18, 2015**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:05 p.m. Others in attendance were Jim Larkin and Rick Carrier, Town Administrator. Levlocke arrived at 6:12 p.m.

FOR SIGNATURE

- Manifest 8
- Selectmen Minutes – February 11, 2015
- Town Warrant
- Payroll Change Notice – Town Office

APPOINTMENTS

• **6:30 p.m. Bart Bevis**

Bevis inquired as to whether the selectboard would be setting a policy to require commercial drivers license medical cards for the Chesterfield Highway drivers to cross state lines. It was determined that the drivers would be “exempted” from the medical cards, providing that they were in municipal vehicles and that is the only commercial driving that is being done. John Koopmann noted that there could be insurance liability concerns when an accident occurs out of state. Carrier replied that the exemption also applies to the Federal DOT.

Bevis noted that he may ask for an increase at Town Meeting for budget line items for overtime, electric, gravel, sand and salt.

• **7:00 p.m. Public Hearing**

McKeon stated that the public hearing is for discussion and possible vote to declare Bennett Road an emergency lane and to bring it to emergency lane status. McKeon noted that the board has viewed Bennett Road and there have been public meetings previous to this meeting. Bart Bevis, Highway Supervisor, has provided information with his concerns of whether a low vehicle would be able to travel up Bennett Road. Chief Chickering has also stated the same concern.

Bevis stated that his email to the town administrator on January 15 requested the selectboard hold a public hearing to declare Bennett Road an emergency lane. He added that David Gale and Bevis would be meeting on Bennett Road to review work needing to be done and that would expend town funds for the Class VI road.

Jeff Scott asked McKeon to explain what an emergency lane designation is and what would be the implications to the taxpayers. McKeon replied that it allows the town to expend an amount of money to make the road passable for emergency vehicles such as ambulance, police, fire and rescue.

Brad Roscoe asked what the difference was between this private road and other private roads, as far as the town spending funds. McKeon replied that this is a Class VI road at this time and is still a town road, not a private road at this point, and the town does not spend money on it unless it is declared an emergency lane.

Mary Kemit-Campbell asked when it became a town road. She thought that it was an abandoned road. McKeon replied that it is not an abandoned road and it is a Class VI town road.

Lorraine Gordon stated that Bennett Road was not passable on the Pinnacle Springs end and asked what was going to happen to that end of the road. McKeon replied that there will be no work done to the road beyond where the road is occupied and the emergency lane work will be very minimal.

Michael Bentley asked if the request to declare Bennett Road an emergency lane driven by the petition to discontinue Bennett Road that will be coming before the town meeting in March. Bevis responded that his emergency lane request was dated January 15 and was received by the selectmen before Bentley's petition was received. Bentley noted that the petition was sent to the town on January 20. McKeon noted that there have been concerns brought before the board by the police chief and highway supervisor and the board are trying to address those concerns. Bentley had concerns that no work has been able to be done to the road, given the time of the year.

McKeon noted that if the petition gets approved at town meeting in March and the work gets done before the town gets to it, there is still no expenditure of town funds. If the petition doesn't pass at town meeting, the road issues will come back before the selectboard.

Bevis noted that the selectboard had requested that he meet with David Gale at Gale's Bennett Road property to come up with a solution plan and that Gale offered to donate a culvert for the repairs. McKeon added that the water bar will be removed after the new culvert is installed.

Susan Campbell asked if Bevis was going to put hard pack in the swale and Bevis responded that he must wait until the road is voted to be an emergency lane to expend town funds.

Judy Idelkope asked what was going to happen to the upper portion of Bennett Road and McKeon replied that no further work would be done beyond the Warhall's property.

Bentley questioned whether there would be a need for an emergency lane if the road is discontinued, the landowners fix it and it is approved by the road agent. McKeon felt that it could be eliminated.

Joe Warhall stated that he has addressed the road conditions for safety vehicles with the Chesterfield police for approximately one and a half years, since it was paved by Richard Diesl.

McKeon instructed Diesl to remove all the rocks from the road and not to do anything to the road surface until it is addressed by the selectboard.

McKeon stated that if the emergency lane designation is approved, it can be reversed at a later date, without having a public hearing. The emergency lane status allows the town to go onto the road to make alterations to do minimal work for ensure that emergency vehicles can pass.

McKeon moved to designate Bennett Road emergency lane status. This finding is based on the road surface and conditions that the Board of Selectmen have observed, the input of both the highway Foreman and the Chief of police. All of the comments and observation informs this board that the improvements are needed to the road to ensure emergency vehicles and personnel will have access with any of the emergency vehicles to all of the residences on Bennett Road, per RSA 231:59-a. The motion was seconded by Levlocke.

Call to vote: Levlocke – yes; Larkin – yes; McKeon – yes

The motion passes unanimously.

FOR DISCUSSION

The selectboard members enjoyed the Valentine cards that they received from Mrs. Quarry's 4th grade class in Chesterfield School.

- **Town Reports**

Carrier presented the remaining reports to be reviewed by the board. He anticipates that the Town Report will be sent to the printer on Thursday. Prospect Communication was the low bidder to print the report.

- **Monthly Meeting Email**

The March meeting for the Economic Committee has not yet been determined.

- **Coachman Road Update**

JR Davis and Attorney Jeff Crocker have agreed on the language for Exhibit A to the Quitclaim Deed for Coachman Road. Davis has stated that his clients will pay David Mann's reasonable fees to review Exhibit A.

McKeon moved to authorize David Mann to review Exhibit A, with the understanding that the reimbursement payment will come from the applicant. The motion was seconded by Larkin and passed unanimously.

- **Police Department Credit Card Resolution**

Carrier noted that the selectboard previously approved the credit card request for the police department. The bank is requiring the selectboard to approve the Resolution, naming a municipal official to sign and authorize for the credit card application.

Larkin moved to authorize the town administrator, Rick Carrier, to sign the People's Bank credit card application resolution for the police department. The motion was seconded by McKeon and passed unanimously.

- **Pet Policy**

Levlocke moved to adopt the Pet Policy as written for notice to employees for the Personnel Policy in Chapter V. Larkin seconded the motion.

Discussion: McKeon stated that it doesn't make sense for setting this policy or any other policies moving forward, from one anonymous complaint or phobia. Larkin stated that he feels that something needs to be in place to prevent an incident from occurring. Levlocke stated that the Chesterfield Police Chief also gave a statement of support on this policy.

Call of vote: Levlocke - yes; McKeon - no; Larkin - yes.
The policy passed by majority vote.

- **Committee Memberships**

Carol Pelczarski has resigned from the Economic Development Committee, due to other obligations that she has. Larkin agreed to have McKeon discuss the opening position with Judy Hueber to serve on the EDC.

McKeon reported that Greg Hammett, physical education/health teacher at Chesterfield School, is interested in serving on the Conservation Commission. McKeon will contact the Conservation Commission to see if an alternate or liaison is needed.

PROJECT LIST

Enclosure for Transfer Station Cardboard Bales: Carrier reported that Leon Dunbar will be presenting a proposal to reestablish the Transfer Station heavy equipment capital reserve fund for 2016 to include such items as backhoe/skid steer, baler, compacter and 30-40 yard containers.

OLD BUSINESS

Wares Grove Cottage: Levlocke noted that Melvin is gathering information for the bidding process and has been waiting for a response from legal on contract questions for vendors and subcontractors. Levlocke advised P&R Commission of the Budget Committee and Selectboard recommendations to reduce the P&R lines items to \$110,000, as commission chair Barnes reported at the Public Hearing.

Library Parking Lot: McKeon stated that it made sense that Larkin and Levlocke decided not to do the Performance bond and that the project may possibly be done before the pay period comes up.

Tax Deed Old Chesterfield Road Property: Carrier has received the certificate of liability insurance for the asbestos inspection.

OTHER BUSINESS

Carrier noted that the town meeting post card process was delayed due to a miscommunication with the postal service. Prospect Communication volunteered to reprint the cards and get them to the post office to send out to the residents.

With no other business to conduct, Levlocke moved to adjourn at 7:43 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