

**Town of Chesterfield
Board of Selectmen
MINUTES
March 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. Absent: Brad Roscoe

FOR SIGNATURE

- Manifest #12
- Selectmen Minutes – March 11, 2015
- Pole Licenses (3)
- Appointment papers
- Land Use Change tax (2)
- Land Use Change tax warrants (2)
- Payroll Change Notices

APPOINTMENTS

- **6:15 p.m. Greg Hammett**

The board invited Hammett to discuss his interest in an alternate position with the Conservation Commission. Hammett currently is working at the school and has participated in conservation easements. The board and the Conservation Commission felt that he would be an asset to the CCC.

McKeon moved to appoint Greg Hammett to the alternate position to the Chesterfield Conservation Commission. Larkin seconded the motion, which passed unanimously.

- **6:30 p.m. Erik Barnes**

Barnes reported that the Parks & Recreation Commission is working on the vendor agreement, which will allow someone to run a business on town property. John Melvin and Barnes are currently working with an individual who would like to conduct a swim program at North Shore Beach. Barnes stated that the town will not provide life guards and a fee schedule will be worked out. The final swim program agreement will be reviewed by the Selectboard.

Barnes announced that one of the P&R Commission members will be taking a leave of absence to enter the military. McKeon stated that it takes three members to make a quorum and the Commission does not have alternates. Carrier noted that the individual leaving has the option of resigning or staying on the board. Larkin stated that the individual has expressed his desire to remain on the P&R Commission.

Barnes stated that there will be a walk through at the cottage to get work started.

Larkin moved to go into non-public per RSA 91-A:3 II (b). The motion was seconded by McKeon, which passed unanimously.

Larkin moved to come out of non-public. The motion was seconded by McKeon, which passed unanimously.

The board moved to hire Dan Robel for the full time permanent position as Parks & Rec director, effective March 31, 2015.

FOR DISCUSSION

- **Town Hall Rental Policy**

Carrier reported the discussion he had with a liability company for recommendations to change with wording of the policy for the Town Hall renter's insurance coverage.

McKeon moved to change the wording on the policy from replacing "certificate holder" to inserting "additional insured by endorsement". Larkin seconded the motion, which passed unanimously.

- **Town Hall Cupola Project**

Carrier reported that contractor Mitch Momaney has scheduled work on the cupola project this summer. The board will discuss the project with Momaney in May to finalize the details.

- **Town Hall Annex Engineering & Architectural Review**

McKeon stated that the Request For Proposal for services be advertised in local newspapers on the project. He will get more information on costs for advertising with Works in Progress.

- **Library Parking Lot project**

McKeon stated that a generic contract that will tie the contractor into the specifications. The parking lot project should be in process by mid June.

- **Town Meeting Election Expenses**

The board determined that the town will absorb the cost of the meals for the check in staff at the school and town meeting election.

- **Coachman Road**

The board reviewed the response from David Mann in that the well protective radius is 200 feet and Mann's report should be sent to Attorney J.R. Davis.

- **April Meeting Schedule**

The board will not be meeting on April 22 due to vacation schedules.

OLD BUSINESS

The insurance certificate has been received from Catamount for the upcoming asbestos inspection for the Old Chesterfield Road property.

OTHER BUSINESS

John Koopmann announced changes that will be taking place at Chesterfield Gorge this year. State construction crews will begin work the end of April on the visitor's center, with the intent of having it open for a small retail operation of snacks, cold drinks and selling NH items. More details are being worked on for staffing and hours of operation. Space will be available at the center for publicity materials and posting information. The plans are to have the center open year round with full rest room facilities.

Koopmann reported on an informal Budget Committee discussion regarding expansion of town office hours. Koopmann acknowledged that the selectboard had been conducting a survey to determine if the need for added hours would be necessary.

Jeff Scott inquired as to why the town plows to the end of Crowningshield Road, where that section of road is private property. He added that there is a turnaround area before the private property. The information will be available at the next meeting.

Larkin reported that the P&R Committee members seemed excited to move forward on the upcoming projects during the meeting on March 16. Fran Shippee inquired about the logistics of the P&R revolving fund and Carrier stated that those questions need to be directed to Ed Cheever, Town Treasurer.

Larkin reported on the application being discussed at the March 17 Zoning Board meeting regarding a denied driveway permit application on Forest Ave. The ZBA continued the application request to the April 14 meeting and the board will consult an attorney for guidance for decisions for this application. McKeon replied that if the application was for RSA 674.41, which would be a selectboard issue.

Larkin noted that there is an on-line Right-To-Know course sponsored by LGC in Concord, N.H.

McKeon reported that the Planning Board passed the Area 51 fireworks retail store and warehouse application with a list of five conditions; contingent on a third party review of the construction, drawings; State permits, local AHJ'd and a lighting review will be conducted. No Certificate of Occupancy can be issued without the lighting review done by the code enforcement officer.

Jeff Scott stated that he had concerns of a drawing that was presented to the Planning Board showing that there would be no trees on the hill. He added that the Master Plan indicated that there should be screening between the building and the roadway. His concern is what the final screening will consist of on the final project. McKeon stated that the drawing was a rendering to give someone of what it would look like if there weren't any trees but the site drawing shows where the trees will be with the signs on the building and the Planning Board will determine the amount of trees that will be required. Koopmann acknowledged that, as stated in the Master Plan for commercial development, the town wants to maintain and implement the character of the town.

McKeon stated that the Master Plan is a guide to be used by the Planning Board and the Zoning Ordinance is a bible to be used by the Planning Board.

McKeon reported that there was discussion on lighting for the project, which the Planning Board trying to serve the applicant and the residents that surround that area. One abutter had reported

that he had concerns with the different heights for the light poles at the new Irving station. The interim code enforcement officer has since measured the poles and found that they were all fifteen feet.

Carrier reported that Steve Dumont has been working with a Brown Limited representative on getting approval for the type of cistern to be used on their Atherton Hill Road development.

McKeon has sent notices to the secretaries for the Planning and Zoning Boards to notify their board members of the Annual OEP Spring Conference on May 2 at the Grappone Conference Center in Concord, NH.

With no other business to conduct, Larkin moved to adjourn at 7:50 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

James M. Larkin

Date

Brad Roscoe

Date