

**Town of Chesterfield
Board of Selectmen
MINUTES
April 8, 2015**

CALL TO ORDER

Chairman Jim Larkin called the meeting to order at 6:08 p.m. Others in attendance were Jon McKeon, Brad Roscoe and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #15
- Selectmen Meeting Minutes – May 25, 2015 & April 1, 2015
- Certification of Yield Taxes (3)
- Timber Tax Warrant
- Library Parking Lot Contract
- License to Sell Firearms – Kowalski
- Intent to Cut – Hauert
- Intent to Cut Letter
- Welcome to Chesterfield Letter

APPOINTMENTS

- **6:15 p.m. Nonpublic RSA 91-A:3 II (a&c)**

As a result of the nonpublic session, the selectboard appointed Bruce Adler as the interim Highway Department Supervisor effective May 1, 2015 until the permanent full time supervisor position is filled.

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

Chickering was invited to meet with the selectboard to discuss security alarm systems for the Town Clerk's office. Chickering offered a number of suggestions for securing the clerk's office and he has requested more police coverage on the evenings the clerk is open.

The selectboard will look at the frost damage in the parking lot behind the police department as soon as the frost has gone out.

- **7:00 p.m. Tom Duston**

Tom Duston presented a conservation easement that the Monadnock Conservancy, consisting of land in two areas in Chesterfield that will include two easement deeds, one being located on the Old Swanzey Road. The town is contributing \$17,000 into this easement and the town will be a backup easement holder. The land will continue to be privately owned and the Monadnock Conservancy will be the primary easement holder and the land will not be developed. Duston stated that the property owners have requested a reserve right in the deed to post against the following types of hunting:

- No trapping
- No bear hunting

- No predator hunting

A question was asked as to what was determined by “predator”. Duston was not sure if it included any other animal besides the coyote. All other hunting will be allowed on the property.

It would be up to the property owner to provide the required signage to be posted every 250 feet around the perimeter of the property. The property owners are also responsible for enforcing the restricted hunting. The selectboard did not have any issues with the reserved types of hunting on the two properties.

FOR DISCUSSION

- **RFP Town Hall Annex Project/Schedule**

McKeon suggested that a schedule of dates for the project process be determined. The board set May 20, 2015 at 1:00 p.m. as the recommended site visit for prospective bidders. Larkin will provide a clearer drawing of the floor plan. The board will determine how get the RFP out to the bidders.

- **Road Agent Job Description**

The proposed changes of the road agent’s job description were reviewed by the board. The license/certification requirements are for a valid New Hampshire commercial driver’s license. The three class levels of a CDL were discussed and the board determined that at least a Class B CDL would be required within the first 12 months of hiring for the full time road agent. The board approved the amended version of the job description for the Highway Supervisor/Road Agent.

- **Road Agent Search Committee Membership**

McKeon stated that Joe Parisi, Planning Board member, has an interest in working on the search committee for the road agent position. Davis Peach will fill in for Parisi if he is not available to attend the meetings. The board approved Town Clerk Barbara Girs to serve on the search committee along with McKeon and “Stubb” Thomas. The search committee will meet with the selectboard at the Town Offices on Wednesday, April 15 at 6:15 p.m.

- **Property Tax Abatement – Very Mill Corp**

The Board reviewed the abatement recommendations from John Hatfield of Commerford Nieder Perkins, LLC for the following applications:

1. **Very Mill Corporation** – Grant – After reviewing recent sales and asking prices, the properties were adjusted to be more in line with the current market.

Map & Lot

8/C002/001	Old=\$47,900	New-\$43,100
8/C002/099	Old=\$44,600	New-\$40,100
8/C002/001	Old=\$47,500	New-\$42,700
8/C002/001	Old=\$51,700	New-\$46,400
8/C002/001	Old=\$51,300	New-\$46,000

McKeon moved to grant the abatement request by Very Mill Corporation per the recommendation of John Hatfield from Commerford, Nieder Perkins LLC. Larkin seconded the motion, which carried unanimously.

- **Coachman Road Status**

Town Attorney Crocker and the applicant's attorney, JR Davis, are nearing an agreement on the language of the deed for Coachman Road incorporating David Mann's recommendations. Carrier noted that the road agent acknowledged that the road is in good condition with the exception of the cul-de-sac because trailers have been parked on that area and there are concerns of divots.

McKeon stated that the record drawings will need to be reviewed, if they haven't previously been done.

- **Lake Level**

McKeon asked to have the road agent get information on the current elevation of the lake to determine if the boards should be placed at the dam.

- **Old Town Office Building**

The Needs Assessment survey and the lead and asbestos testing results were sent to the board members for the old town office building. McKeon noted that the lead and asbestos results don't appear to be an issue, with the asbestos being in the flashing of the roof. The emergency lighting needs to be done and there is no security system. The lead paint from the samples are located from the stairs to the second floor. The second floor is rated for 40 pounds per square foot, which doesn't meet code for office and storage.

The second floor would need to be secured. McKeon will send a note to the potential renter to invite him to look at the building. The insurance agency was looking at the building to use as an office on the first floor of the building.

- **Town Building CIP**

The Budget Committee has asked the selectboard to consider changing some of the small capital reserve funds into one larger capital reserve fund that would incorporate all of the town owned buildings. McKeon presented the selectboard members with spreadsheets for the Town Office building and the Town Hall building showing life cycles of equipment and forecasted replacement dates and replacement costs. McKeon noted that the Library Commission controls the library and they have made the Board of Selectmen trustees of the fund. The board approved the forecast replacement costs for all town buildings.

- **Forest Ave Status**

The selectmen reviewed David Mann's plan that was presented to the ZBA of Forest Ave. Carrier noted that part of Forest Ave. was discontinued by the State in 1984. McKeon stated that the town hasn't done any plowing or maintenance on Forest Ave for a period of more than three years, therefore, it is an abandoned road and the road becomes a Class VI road. McKeon added that the selectboard should not step in on the ZBA hearing process on the current case.

OLD BUSINESS

Wares Grove Cottage: Carrier reported that the P&R Director wants to put cottage repair projects out to bid. Carrier provided the director with all the reports from various inspections and he instructed the director to discuss the cottage issues with John Melvin and the building inspector before bringing the facts to the selectboard. Larkin stated that he will bring up the process at the next P&R meeting.

Tax Deed Old Chesterfield Road Property: A Catamount Environmental representative has inspected the property for asbestos.

Suggestions Box: Carrier will purchase a “suggestion box” to place in the Town Offices for the public’s input. The suggestions will be opened and reviewed by the selectmen.

OTHER BUSINESS

Roscoe is planning on doing research for improving internet speeds for the town.

McKeon reported that the Planning Board had a work session and received the application for the GS Precision project on Mill Road. The drawings were complete enough to move forward for the public hearing. He added that the project will have 140 new jobs with approximately 60 job transfers from other areas.

McKeon stated that the Planning Board has also signed the plans for the distillery. He added that the Fireworks project doesn’t have completed construction drawings.

Carrier noted that a correction needs to be made in that the Chesterfield Fire Commission meeting is being held on Thursday, April 9 and not Monday.

Jeff Scott asked if more information could be put on the draft agendas for other board meetings.

With no other business to conduct, McKeon moved to adjourn at 9:17 p.m. The motion was seconded by Roscoe, which carried.

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

James M. Larkin, Chairperson

Date

Jon P. McKeon

Date

Brad Roscoe

Date