

**Town of Chesterfield
Board of Selectmen
MINUTES
May 13, 2015**

CALL TO ORDER

Chairman Jim Larkin called the meeting to order at 6:09 p.m. Others in attendance were Brad Roscoe and Rick Carrier, Town Administrator. Absent: Jon McKeon

FOR SIGNATURE

- Manifest #20
- Selectmen Minutes – May 6, 2015
- Tax Collector's Warrant
- Intent to Cut – Mitchell
- Yield Tax Certification – Foley Road Trust
- Yield Tax Warrant
- Notice Not to Deed

APPOINTMENTS

• **6:15 p.m. Bruce Adler**

Adler stated that he met with David Gale to discuss the Bennett Road work requested of the selectboard. Adler presented a drawing of work changes to the previous plan. Gale (also in attendance) suggested to not put in a cross culvert or catch basin because the grade where the culvert is currently is higher than the driveway and won't catch any water.

Gale stated that he met with Richard Diesl and the Warhalls and discussed with Tom Marstaller on the phone the Bennett Road repairs. Gale noted that those residents agreed that the culvert wasn't necessary. Gale will pitch the driveway to the swale and Diesl has requested that a catch basin not be put in. The culvert, cobblestone and the asphalt beyond the culvert will be removed and that area will be grated. The board thanked Gale for his work on Bennett Road.

The selectboard agreed to not have the locks changed at the Highway garage.

• **6:30 p.m. Dan Robel & Nonpublic RSA 91-A:3 II (b)**

Robel brought applications for Parks & Rec positions to the selectboard for review and discussion.

• **7:00 p.m. Nancy Aichele**

Aichele stated that she and neighbors of the GS Precision proposed project on Mill Road had safety concerns with increased traffic in the neighborhood. She submitted a copy of the signed petition to the board to have something in writing to stop the through traffic. Aichele stated that the Planning Board had instructed her to bring her concerns to the selectboard. Larkin suggested that Aichele go back to the Planning Board with her petition to work with that board

and GS Precision. Larkin noted that an application would have to be applied to the state for a section of the road to be discontinued and that there are avenues that can be taken because it is a commercial district.

Monique Antaya noted that her impression that the blocking of the road may be a concern for emergency vehicles access. Antaya wanted direction as to whether the petition would be submitted to the Planning Board or the Selectboard. Larkin stated that the Selectboard would be pursuing the discontinuing of any road and it would have to go through hurdles before that decision is made. He added that GS Precision would have acceptance of the petition because they are going to have some financial commitments. Larkin stated that the neighbors should know what the consequences are of closing a road, i.e. buses, fire safety at the end of the termination point, etc. which will have to be discussed at the Planning Board level and the process to just discontinue the road isn't as simple as it be deemed discontinued. He added that there has to be an application process, has to get legal counsel input and direction as to how and when and where this is going to take place. Larkin will defer any legal issues for Carrier to obtain on the next step for the Selectboard. Larkin stated that the Planning Board will need to consult with GS Precision in that the petition has been submitted because they have already submitted a plot plan to the Planning Board and the petition will affect their overall plan. He added that a change of plan will have to be presented to the Planning Board.

Scott Selvidio, Mill Road resident, stated that the concerned neighbors had discussed at the Planning Board meeting that they would like traffic issues thoroughly investigated. He added that Mr. Phippard said that there would be no increased traffic in the neighborhood. Selvidio also noted that the GS Precision plan did not have any existing plan through Mill Road in the northbound direction and that everything was being done to Route 9. He noted that the GS Precision owner proposed that they would take disciplinary action for employees exiting through the Mill Road neighborhood and that he would have no objection to the road being closed. The Planning Board stated that it was not their call to make that decision. Larkin replied that it is a town decision to make changes to the road because it is a public road and it will have to be decided on at town meeting by a vote. Carrier noted that what the petitioners want needs to be clearly written on the town warrant and to be sure that it legally can be done. The board requested advise from town counsel regarding blocking of the road or installing a gate.

Aichele read the signed petition before presenting it to the Selectboard.

FOR DISCUSSION

- **Suggestion Box**

Roscoe did not find any suggestions in the box.

- **Wares Grove Cottage Update**

Larkin stated that Parks & Rec Commission will be discussing the cottage repairs further at the May 18 meeting. Larkin will attend that meeting. Larkin noted that Jon McKeon has contacted Warren Stevens to reevaluate the cottage. Larkin provided names of electrical contractors and remodeling contractors to Erik Barnes to comply with the 3-bid process. He added that P&R wants a comprehensive report of the cottage.

Roscoe stated that more discussion was needed for a compensation package for the director in not having the cottage available. Carrier noted that a dollar amount was never discussed in

previous meetings. Larkin stated that the director's position is salaried and the description for the position and the compensation should come from the P&R Commission. Larkin stated that there was a flat rate for the current director from the previous director's rate. He added that the compensation was what is currently being paid, with or without the cottage and the package states that the director would be living in the cottage.

Barbara Girs inquired as to how other towns are paying their directors. Larkin replied that John Melvin had done the research for comparable salaries of other P&R directors prior to the previous director coming on board.

John Koopmann had concerns and dissatisfaction of the director of not being able to reside in the cottage.

Girs noted that an inspection was already done at the cottage last fall and money was approved to take care of the repairs. She had concerns that no work has been done since that inspection and spending more money to have another inspection done will delay the process for having to go to another town meeting.

An email was received from Warren Stevens regarding a correction to the selectboard meeting minutes of April 29, 2015. Stevens noted that he did not conduct a walk through with Larkin, but had a phone conversation. Stevens added that his three letters in 2014 expressed his views on the cottage. He noted that the roof sags and could use support, some additional support under the carrying timber in the crawl space was advised. He also looked at those items with regard to current code, snow and floor loads. He found no visible structural damage at that time.

Larkin stated that his discussion with Stevens wasn't from a walk thru at the cottage but it was a phone conversation.

Roscoe stated that Stevens will be revisiting the cottage this week. Larkin requested a written report from Stevens following the visit.

- **Tax Deed List**

Larkin contacted Phil Jarvis and Lawrence Pratt to request that they contact Carrier regarding their back taxes. Carrier stated that the Tax Collector received a check from James & Harriet Davenport's mortgage company but the amount was not known to Carrier.

- **Former Town Office Building Inspection**

Carrier stated that during his annual inspection of the former town office building he found several slate tiles were missing and the paint is peeling on the inside of the building. He contacted Marvin Smart Roofing to replace the slate tiles. Carrier did not put the project out to bid because Smart Roofing has done good work and provided value and generally is the lowest bidder for previous slate roof repairs to the town buildings.

Carrier reported that the potential renters did not have any further interest in renting the facility. Larkin and Roscoe will separately inspect the former town office building to determine what the building would need to bring it up to a rentable condition.

- **Brewery Bike Ride Request**

A request was made from B2VT by Event Coordinator Scott Shaunessy for approval of setting up a rest/water stop in front of the old town office building during the brewery bike ride through Chesterfield on Saturday, June 13. B2VT will hire police coverage at the intersection of Route 9 & 63.

The board approved the rest/water stop on June 13 with the condition that the port-o-potties are removed no later than Sunday, June 14 and pending special police presence.

- **Levlocke Reimbursement Request**

Elaine Levlocke is the Chesterfield representative to the SWRPC Board of Directors. Levlocke requested reimbursement for the \$30 fee to attend the SWRPC Annual Meeting and the Inaugural RPC Commissioner Convening held in Laconia, NH on June 16 and \$165 for the hotel room.

The board approved reimbursing Levlocke for the \$30 fee and \$165 for the hotel room and requests that she report back to the board on the meeting.

- **Heating Oil Bid Process**

The board has asked Carrier to get bids out for heating oil by mid June for six municipal buildings.

- **Rath Correspondence RE: Route 9/63 Intersection**

A letter was received from Louise Rath regarding a near accident at the Rt. 63/Rt. 9 intersection on May 7. Rath stated in her letter that the intersection is unsafe and requested that the board work on a solution. Larkin noted that the state is dragging their feet and knuckles on the issue. He added that that intersection was monitored and the state was planning on having a meeting. Larkin stated that he was not notified as to whether the meeting took place. The board requested Carrier to do a follow up on the status of the road safety audit. A reply letter will be sent to Rath from the selectboard.

- **Pre-RFP Meeting**

The pre-RFP meeting for the architects/engineers for the Town Hall Annex project is scheduled for May 20 at 1:00 p.m. at the Annex.

PROJECT LIST

Research Broadband Options: Roscoe noted that there will be a meeting with Argent, Comcast and FairPoint next week at the Town Offices.

Town Buildings CIP: McKeon sent an email to Carrier that he has a list of items of equipment and other items from the Highway Department and the Transfer Station for the CIP.

Complaint Policy: Carrier noted that a "Submit to" section needs to be added in setting up the Complaint Policy on the town website. Carrier requests an amendment to the Complaint Policy to add the submit form with instructions. The board approved the amendment.

OLD BUSINESS

Rudolph Junkyard: A status report has been requested from the Code Enforcement officer for the next meeting.

Tax Deed Old Chesterfield Road Property: Catamount Environmental was contacted to remove the sink from the property.

CDBG Grant – GS Precision: McKeon has emailed Bergeron and Carrier will be receiving Bergeron’s response.

OTHER BUSINESS

Dianna Warhall asked that more information be added to the agenda for appointments listed. Warhall asked if there had been any discussion on surveying Bennett Road at the meeting earlier in the meeting and what work was going to be done by David Gale.

Roscoe reported on the simulated Vermont Yankee test drill performed on May 13 for the town.

Roscoe had concerns of the number of residences that do not have street numbers in front of their homes. He stated that should be a concern for emergency preparedness. Carrier will check to check on the regulations.

Roscoe was asked by the Conservation Commission as to whether Van Stechelma was asked to serve as an alternate for their commission. Larkin has not heard back from Stechelma. Carrier will attempt to contact him.

Carrier reported that the unregistered vehicles and the wavy sign have been removed from Manny’s location on Route 9 as of today.

Carrier provided a CD of the BOS policies and ordinances to Board members.

Carrier reported on an insurance company issue for the Town Hall coverage for correct wording on the policy from the agency.

Larkin moved to go into Non-Public per RSA 91-A:3 II (b). The motion was seconded by Roscoe, which carried.

Larkin moved to come out of Non-public session. The motion was seconded by Roscoe, which carried.

With no other business to conduct, Roscoe moved to adjourn at 8:07 p.m. The motion was seconded by Larkin, which carried.

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

James M. Larkin, Chairman

Date

Jon P. McKeon

Date

Brad Roscoe

Date