

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
October 1, 2015**

**CALL TO ORDER**

Chairman Jon McKeon called the meeting to order at 6:07 p.m. Others in attendance were Brad Roscoe, Dan Cotter and Rick Carrier, Town Administrator.

**FOR SIGNATURE**

- Manifest #40
- Selectmen Minutes – September 24, 2015
- Writ of Ejectment – Kendall
- Payment Change Notice – Transfer Station

**APPOINTMENTS**

• **6:30 p.m. David Mann – Bennett Road**

Mann explained the process that he used to produce his survey that was done on Bennett Road by using a stone wall to govern the right-of-way along the westerly side of the road. Mann noted that New Hampshire still governs fences and stone walls for surveying the right-of-way. The board reviewed both Mann's survey done in 2015 and a prior survey done by Joe DiBernardo. Mann will provide a copy of his survey plan to DiBernardo.

Mann determined that the base of the street light that was installed by Richard Diesl is on Diesl's property but the light is shining onto the road.

• **7:00 p.m. Steve McGrath (Spofford Lake Association)**

Steve McGrath, President of the Spofford Lake Association, explained that they are trying to establish a relationship with organizations and agencies to help monitor and control the water quality of water that goes into Spofford Lake. He noted that there have been changes to the quality of the water and the lake bed conditions. SLA are trying to reverse some of the negative effects at the lake. There has been shoreline-based silt that had developed around the lake created by drainage going into the lake. He added that the rich lakebed growth is created by silt and some type of fertilizer. Aquatic Control Technology, a biology firm, conducts testing around the lake for SLA.

According to McGrath, some of the water quality issues at the lake are septic systems functioning improperly and the water drainage systems going into the lake. McGrath talked about the recent advisory warning by the NH Dept. of Environmental Services of the high bacteria count from water samples taken in August 2015.

The board reviewed a letter sent by an individual of the health issues that she encountered after swimming at one of the beaches before she became aware of the high bacteria count.

McGrath and the SLA are asking that guidelines be followed for septic conditions when there is a problem in some areas around the lake. They would also like to know if there is a way to report problems and whether there are any restrictions to any type of business activities that take place around the lake that may not provide sufficient restroom facilities for the number of people that it services. McKeon replied that there is a State guideline. McKeon will provide information to SLA on what has been done in the past but the board is limited as to what they can do, as far as being physically involved. McKeon added that the board is aware of how important the lake is to the town and the community.

SLA is looking for support for water runoff research and septic issues from the health department. The test results from the lake are posted on the SLA website. McKeon suggested that the Planning Board become involved in the water shed issues around the lake, which may be caused by improper management and land use.

Bob Brockmann stated that 28% of the tax base for the town comes from the lake properties, according to a study done by Bayard Tracy.

- **7:30 p.m. Joe Warhall – Bennett Road**

Cotter noted that the town cannot spend any money on Bennett Road. McKeon stated that the road agent has been instructed to write a letter to Richard Diesl stating that he will be responsible for removing a portion of the asphalt in the road. The road agent will be marking the area that needs to be removed. The road agent will be asked to come to the October 7 meeting.

#### **FOR DISCUSSION**

- **Suggestion Box**

There was one note in the suggestion box stating that the automatic door opener did not work on Saturday (at the town offices). Chief Duane Chickering has indicated that he will check into it.

- **Budgets – Code Enforcement, Health Officer**

Code Enforcement Officer, Chet Greenwood, has reduced his hours to 17 hours per week. The deputy will be scheduled to work approximately 6 hours per week. The deputy will be providing the board with a monthly report on his work performed. The code books are being updated and an estimate on what they will cost will be presented in his 2016 budget.

- **Building Capital Maintenance Plan**

Roscoe stated that the \$40,000 yearly contribution for 10-15 years is on the positive side and is a reasonable approach. McKeon stated that this amount would keep the program solvent until the year 2030.

- **Old Swanzey Road Class A Trail Usage for Logging**

The board has agreed to allow the Timberland logging firm to use the Class A trail for their current intent to cut from both their Chesterfield and Swanzey lots with the stipulation that the trail is not widened by the operation. Robert Bradbury, Timberland Region Manager, stated that there is overgrown brush on the sides of the trail that will need to be removed and they will bring in gravel to fill in the wet areas to allow the trucks to pass in and out.

- **Combined Job Description Highway/Transfer Station Supervisor**

The job description draft for the Highway/Transfer Station supervisor will be reviewed by all board members and any changes will be discussed at the October 7 board meeting.

- **Quarterly Complaint Summary**

No written complaints were filed during the past three months.

- **Spofford Hall Building**

Research was done to look into the condition of the deteriorating condition of the Spofford Hall building. The ZBA meeting minutes and records submitted to the court were reviewed on the most recent Nine A cluster development request. Spofford Hall property owners have not responded to the letter that was sent to them regarding their failure to provide monthly inspection reports on the building. A letter will be sent to the property owners to remind them of their agreement with the town on the inspections.

- **Selectboard Minutes Correction**

A written request was received to change the Selectboard meeting minutes of September 17 appears under Old Business.

*Cotter moved to amend the Selectboard meeting minutes to read “pole” tax. Roscoe seconded the motion, which passed unanimously.*

## **OLD BUSINESS**

Wares Grove Cottage: Cotter spoke with Erik Barnes regarding the budget, which will be on the agenda for October 5.

Town Hall Annex Engineer Review: The selectboard will be a meeting with the architectural firm for the Annex on October 7 at 7:00 p.m.

Town Email Addresses: Roscoe will be working with Carrier for the process of setting up new email addresses for town employees.

Broadband Meeting: Roscoe will be setting up for the meeting of October 8 at 6:00 p.m. in the Town Hall building before the broadband providers arrive.

Hosting NHMA Workshop: Approximately 10 responses have been received from individuals who will be attending the Right-to-Know workshop on December 3. The deadline for registering with Rick Carrier is November 1. The workshop will be conducted by Attorney Margaret Byrnes.

Town Center Tree Committee: Steve Hardy has volunteered to work on the survey.

OEM Sirens: Mark Gilmore, Entergy representative, will be sending a letter to the town to provide an overview regarding the OEM sirens.

Economic Development Committee: McKeon received a response from an individual who is willing to work on the EDC committee.

**OTHER BUSINESS**

Roscoe announced that, with Jeff Chickering’s starting his new position at the Keene Fire Department, Bart Bevis is temporarily filling in as the Chesterfield Fire Chief temporarily until March.

Roscoe suggested that the performance reviews of employees be reviewed one level up from their supervisor to maintain consistency and conformity. It was suggested that the reviews be conducted in nonpublic for confidentiality purposes. All department heads will be contacted to see if their reviews have been completed for this year.

John Koopmann inquired if there was a discussion with the town attorney regarding the driveway permit on Forest Avenue. McKeon noted that it is scheduled for the nonpublic meeting this evening.

Koopmann asked for the approximated amount that the town has spent on Bennett Road survey. To date, approximately \$300 has been spent and the town is expecting a bill from the surveyor.

Koopmann inquired as to whether there has been an update on the presentation of benefits and rates for town employees and have any other carriers been contacted. McKeon replied that the board will be discussing the benefits, coverage and the contribution plan.

McKeon noted that the issue to be discussed in nonpublic is the attorney correspondence to the board for Forest Avenue, which was referred to as the Fijol property. Carrier would like to contact the attorney to get information on discussing any attorney letters in public session. If it is approved, the discussion will take place at the October 7 board meeting.

Roscoe announced that he will not be available for any meetings from October 10th through the 17<sup>th</sup>.

*Roscoe moved to go into nonpublic RSA 91-A:3 II (a&c). Cotter seconded the motion, which passed unanimously.*

*With no other business to conduct, Roscoe moved to adjourn at 8:30 p.m. The motion was seconded by Cotter, which carried.*

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

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Jon P. McKeon, Chairman

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Date

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Brad Roscoe

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dan Cotter

\_\_\_\_\_  
Date