

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
December 16, 2015**

**CALL TO ORDER**

Vice Chairman Brad Roscoe called the meeting to order at 6:05 p.m. Others in attendance were Dan Cotter and Rick Carrier, Town Administrator. Absent: Jon McKeon

Roscoe opened the meeting by asking the public to direct all comments to the board and not amongst each other and to give their names before speaking.

**FOR SIGNATURE**

- Manifest #51
- Selectmen Minutes – December 9, 2015
- General Assessing Contract - CNP

**APPOINTMENTS**

- **6:15 p.m. Drew Hazelton – Rescue Inc.**

Present: Drew Hazelton and Kyle LaPoint of Rescue Inc.

Hazelton gave a slide presentation with the overview of what Rescue Inc. does for Chesterfield. He noted that there were 71 calls to Chesterfield in 2015 as of this date. LaPoint and Hazelton responded to questions and concerns from the Chesterfield Fire Department and an EMT member. Hazelton noted that Rescue Inc. does not send an ambulance to Chesterfield with only a driver. The Rescue drivers will be instructed to try to get the patients to the hospital of their care providers whenever possible.

Cotter explained the importance for the paramedics to work with the first responders at the scene and that information should be collected. Roscoe suggested that the two groups work together.

Hazelton announced that they still have a vacant seat to be filled on the Rescue Inc. board.

- **7:00 p.m. Chris Lord – Highway to Summer Cottage, Forest Avenue**

Lord noted that the Highway Department has blocked off Bradley Hill, North Hinsdale and Merrifield Road to the summer cottages. Lord will move the barricades in place in 2-3 weeks on North Hinsdale and Merrifield Roads, as soon as the loggers have completed the logging operation. The barricades will be removed in April.

Code enforcement received a response letter from Mr. Beach to cease and desist on the Forest Avenue driveway. The board will contact the town attorney to proceed with court action whereby Beach has connected two lots with one driveway.

- **7:15 p.m. Diana Warhall – Bennett Road**

Present: Diana and Joe Warhall

Roscoe notified the Warhalls that the board has accepted David Mann's survey for the boundaries on Bennett Road. Cotter noted that he has pulled the deed of Richard Diesl's property, which matches Mann's survey. The board is proceeding with Mann's survey. Roscoe stated that the board has established where the right of way is on Bennett Road from the survey. Cotter stated that the next process is that there will be a public meeting for the town to accept Mann's survey to establish the right of way of the road.

Diana Warhall stated that she expects that Diesl will be erecting metal stakes along the right of way and that will cause additional problems. She requested that the board instruct Diesl to not put items in the right of way. Roscoe replied that the board is following a process to notify the abutters of the public hearing on the acceptance of Mann's survey and the abutters will have 60 days to respond.

Diana Warhall asked who she can call when items are put in the right of way. Carrier noted that the board should wait and see what is put in the right of way. Police Officer Kevin White stated that the Police Department could only enforce an issue if it occurs on a public way. One of the questions that would be asked in court is if the road is maintained by the Town of Chesterfield. Roscoe replied that the right of way lines need to be legally established. Joe Warhall asked that David Mann move the monument at the bottom of the road to the opposite side of the road. Joe stated that he did not receive copies of Diesl's driveway photos and Roscoe noted that the board did not get copies but had viewed them at the same meeting that the Warhall's attended and they had the opportunity to view them at that time.

Jill Diesl stated that improvements were done by Richard Diesl to Bennett Road to make the road safer. She noted that there is no stop sign at the bottom of Bennett Road, which is a safety issue.

## **FOR DISCUSSION**

- **Suggestion Box**

There were no suggestions in the suggestion box.

- **Bennett Road Updates**

Roscoe announced that he, Cotter and McKeon met with legal counsel to discuss the course of action on Bennett Road.

*Cotter moved to use the David Mann survey to determine the boundaries of Bennett Road. Roscoe seconded the motion, which passed unanimously.*

Roscoe noted that the board will proceed with a public meeting in January 2016 to continue with the process.

- **Town Meeting Date**

McKeon emailed Carrier reporting that he has met with the School Board members and it was agreed to hold a joint meeting on March 12, 2016. The start times of the district meeting and the town meeting is yet to be determined.

- **Town Meeting Election Expenses**

Carrier provided a list of expenses from the 2015 town meeting. The bill for the ballot clerks was \$384 and election meals was \$123. Carrier suggested that the town pay for those items directly. He suggested that the school pay the expense for their own Moderator and the Deputy Moderator. The board agreed to pay the town hall election expenses.

Roscoe suggested that the town send a flyer to the residents with the dates and times of the meetings.

- **Budgets – Warranty Articles, Misc Health Agencies, Revenue, Parks & Rec Update**

The board reviewed the Warrant Article items by department and dollar amounts requested and withdrawals from the Capital Reserve Funds. The health agency requested fund amounts for the agencies that have met the guidelines set by the Town in the 1990's. The Youth Services and CASA did not serve the residents in the past year, which is a qualification for receiving town funding. The Drop In Center has merged with Morningside Shelter and is now listed as Groundworks Collaborative. Senior Meals is requesting a 150% increase from last year.

The revenues were reviewed and will be submitted to the Department of Revenue by their department categories. The major difference from last year was that the town budgeted over \$100,000 for a backhoe. Carrier noted that the Meals and Rooms check should arrive approximately December 31 for \$160,000 to \$170,000 from the State of New Hampshire.

Carrier noted that the Parks & Rec Commission noticed an error of \$1,000 in the Wares Grove electricity line. Roscoe stated that the Library Trustees requested for \$2,000 to move over from the Reserve Fund for the Building Grounds Maintenance Fund. He added that the Library Trustees will push for the longevity pay and Roscoe has shared the salary survey comparison of other towns with them. Roscoe stated that the Trustees are considering being part of the Capital Reserve Fund.

- **Wares Grove Cottage Update**

Craig Robideau emailed Carrier inquiring as to whether the board would like to have the floor raised in the back bedroom of the cottage to the same levels as the other floors. The board agreed to have the existing floor removed, raise the back door and bring the floor up to the other floors.

- **Next Meeting and Manifest**

The next selectboard meeting is scheduled for Monday, December 21. The manifest will be ready for board signatures on Tuesday, December 22. There will be no board meeting on December 30 but the manifest will be available for board signatures.

## **OLD BUSINESS**

Town Center Tree Committee: Tom Duston has contacted Jeff Littleton.

Property Owners - Apartments: Kristin McKeon will be providing a draft for registering apartments.

## **ZONING ISSUES**

Santo: - 87 Hewitt Road/additional dwelling – The road agent informed the property owner and that the driveway was not allowed to cross the side setback of the property. The road agent suggested that the owner approach the selectboard of proof as to when the driveway was put in. Santo will be notified that he has until January 31 with proof of the driveway installation.

EJP: - Two businesses/one lot – A letter was sent to EJP notifying the owner that the deadline is set for January 7, 2016 for the Planning Board to receive their site plan and application.

Salz Junkyard: Owner has until December 30 to comply.

Doug Foster's Canoes: - Noncompliant lot – McKeon will be working with the Planning Board.

Highlander Arms: - Noncompliant – Owner has until December 23 to comply.

Paquette: - The deck was discussed at the ZBA meeting on December 3.

UNFI Sign: The sign has been relocated out of the State's right of way.

Manny's Appliance: Silt fencing has been installed.

Westervelt/LP Tank: Owner requested approval to relocate in April.

Banak/LP Tank: Tank to be relocated December 15, 2015.

George/LP Tank: No response from owner. Owner must comply by January 2, 2016.

Bohan/LP Tank and generator: Owner has until January 10, 2016 to comply.

## **OTHER BUSINESS**

Carrier noted that one person has replied to the code enforcement position of the three that were chosen for interviews. He will try to contact them again after Christmas.

Roscoe recently attended a broadband meeting held by the Keene Chamber of Commerce.

Jeff Scott inquired as to whether Gateway Preserve has been issued a building permit. Cotter replied that there has not been a permit issued yet.

*With no other business to conduct, Cotter moved to adjourn the meeting at 8:15 p.m. The motion was seconded by Roscoe, 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

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Date

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Dan Cotter

\_\_\_\_\_  
Date