

**Town of Chesterfield
Board of Selectmen
MINUTES
January 13, 2016**

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.

McKeon opened the meeting by asking the public to raise their hands to be called upon when requesting to speak.

FOR SIGNATURE

- Manifest #2
- Selectmen Minutes – January 6, 2016
- ZBA Thank You Letter
- Intent to Cut – Noyes
- Bennett Road Abutter, Town Clerk & Sec. of Sate Letters

APPOINTMENTS

• **6:15 p.m. Nonpublic RSA 91-A:3 II (b)**

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

McKeon moved to come out of nonpublic. The motion was seconded by Roscoe, which passed unanimously.

McKeon moved to seal the nonpublic minutes. Cotter seconded the motion, which passed unanimously.

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

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

McKeon moved to come out of nonpublic. The motion was seconded by Roscoe, which passed unanimously.

McKeon moved to seal the nonpublic minutes. Cotter seconded the motion, which passed unanimously.

FOR DISCUSSION

• **Suggestion Box**

A suggestion was left to relocate the street sign at the intersection of Norcross Landing and Farr Road for better visibility. The road agent will determine the location as to where the sign to be located.

- **Wares Grove Cottage Proposals**

Two proposals were received from Robidoux Construction of Fitzwilliam, NH for work to be performed at Wares Grove cottage. Option 1 is for \$6,100 Option 2 is for \$4,500, which will include removal of existing back room flooring, removal and to reframe the entry door and construct a platform and stairs outside the entry door. The board chose Option 2 and they requested that the contractor include a vapor barrier on the ground with 6 mil poly.

- **Bennett Road Stop Sign**

Carrier noted that a stop sign can be set up at the end of Bennett Road by the Town. The road agent will install the stop sign per the Board.

- **Warrant Article – Road Agent Pickup Truck**

Chris Lord has increased his warrant article request for the highway pickup truck from \$10,000 to \$20,000. The Selectboard endorsed that decision.

- **Town Meeting Date/Time**

School Board Chair, Ege Cordell, has asked the Selectboard to schedule the annual school district meeting on March 12 in the Chesterfield School gymnasium. The board set the school meeting for 9:00 a.m. and the town meeting set for 10:00 a.m. with the town meeting start time to be flexible pending the conclusion of the school district meeting.

- **Citizen Notification Postcard**

Post cards will be sent to the citizens to inform them of upcoming hearings, meetings and voting schedules in February and March.

- **McKenna Way Ravine Stabilization Report**

The board reviewed the Holden Engineering stabilization report, as a result of their preliminary inspection of the ravine on December 1. The report indicated instability issues in the catch basin area. Peter Holden recommended that SVE (the developer) seek the services of a geotechnical engineer to evaluate the soil types, bank conditions and to make solution recommendations. McKeon noted that SVE had hired M&W Engineering to design that slope and recommended that M&W be sure that M&W's design was used. The board will await a reply from Rob Hitchcock of SVE Associates, with SVE's solution to comply with the independent engineer's report. The correspondence should be addressed to the property developer.

- **McKenna Way Road Acceptance Request**

A letter was received from SVE Associates dated November 11, 2015 requesting an inspection be performed by a town representative of McKenna Way Road. The board noted that not all items have been completed on the revised Development Agreement dated July 27, 2012 and not all documentation has been provided to the Town as required on the Road Acceptance Policy.

Susan Masiello inquired as to whether the developer was aware of all the requirements for the Town's acceptance of the road. McKeon replied that Rob Hitchcock, SVE Keene Branch Manager is aware of the required reports. Carrier will forward a copy of the Town's zoning road requirements to Hitchcock.

- **Draft Town Report Dedication**

The board approved the write up and photo to be used for the Town Report dedication.

- **Draft Town Warrant**

The board members will review the draft Town Articles and discuss any changes or recommendations at the January 20 board meeting.

- **Fire Mutual Aid Invoice**

Fire Mutual Aid Chief Phil Tirrell sent an invoice to the selectboard in the amount of \$46,297, which was a 6% increase over last year. Cotter noted that there are no Chesterfield residents serving on the Fire Mutual Aid board. The board will invite Chief Tirrell to attend a Chesterfield Selectboard meeting to explain how Fire Mutual Aid arrived at the 6% increase.

- **Highlander Arms Violation**

The board was advised by legal counsel to send another letter to Robert Hodgkins noticing the violations that have occurred at the business of Highlander Arms and giving him a specific time frame to comply with the violations. The non-resident employee violation was acknowledged by Robert Hodgkins at a selectboard meeting. The "by-appointment only" violation has been violated, as noted in the radio and website advertising being done by Highlander Arms. The board discussed violations of shooting on the premises, in that anyone who is associated with the business cannot shoot on the property. The board will look into expansion and/or renovations that may or may not have been done for the business since the ZBA Special Exception was granted.

Carrier stated that a letter will be sent to Hodgkins from the code enforcement officer before the next board meeting.

OLD BUSINESS

Town Email Addresses: Roscoe noted that the Police Department have already contracted their email server. Roscoe will work with Carrier to determine who should be signed up to have a town email address account.

Spofford Building Petition: McKeon will contact an asbestos company to obtain an estimate for removal expenses of asbestos at the former police department building.

Property Owners – Apartments: Kristin McKeon will be working with Carrier on a draft for registering apartments around town.

Rescue Inc. Representative: Roscoe is waiting for a reply from OEM and the Chesterfield Fire Precinct in anticipation of getting a volunteer to serve on Rescue Inc.

ZONING ISSUES

Santo: - 87 Hewitt Road/additional dwelling – The road agent will follow up with a letter on the conversation that he had with the owner.

Forest Ave: - Driveway exceeds permit – Carrier has not gotten a response on his email to legal counsel on the possibility of merging the lots.

LP Tanks in Setback: Town wide

Westervelt: Owner to relocate tank in April.

Banak: Dec. 9 schedule passed, follow up letter sent to owner.

Marilyn George: Approval to hold off until spring.

Bohan: Approval to hold off until spring.

Brabec In-Law Apartment: - 12 Bob's Way listed for sale with in-law apartment – Code enforcement has sent a letter to owner.

Travel Trailer – Welcome Hill Road: Owner residing in camper trailer/safety and health issues. Camper does not meet Town and State regulations.

OTHER BUSINESS

Roscoe met with Carol Miller and the Broad Band group to discuss the grant requirements and contributions from the town. The town may rent out a building to the providers for them to provide a service to the residents for the next 20 years. McKeon will get more information from another nearby town official to assist Roscoe in his research.

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

Cotter moved to close the nonpublic session. Roscoe seconded the motion, which passed unanimously.

McKeon moved to seal the nonpublic minutes. Roscoe seconded the motion, which passed unanimously.

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

Cotter moved to come out of nonpublic. Roscoe seconded the motion, which passed unanimously.

McKeon moved to seal the nonpublic minutes. Cotter seconded the motion, which passed unanimously.

With no other business to conduct, Cotter moved to adjourn the meeting at 9:55 p.m. The motion was seconded by Roscoe, which carried.

Respectfully submitted,
Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Dan Cotter

Date