

**Town of Chesterfield
Board of Selectmen
MINUTES
May 18, 2016**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:11 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

McKeon opened the meeting by welcoming those in attendance and requested that they raise their hand, state their name and to have their questions or comments directed to the board.

FOR SIGNATURE

- Manifest #20
- Selectmen Minutes – May 4, 2016 & May 11, 2016
- Property Tax Warrant
- Lien Discharge - Jones

APPOINTMENTS

- **6:10 p.m. Frank Richter & Nonpublic RSA 91-A:3 II (a&c)**

McKeon noted that there are siltation concerns regarding the David Gale property off Route 9A on the lake. Richter reported that a silt fence is in place across the property and is buried 4 inches during his inspection. He noted that DES had concerns with the Shoreland regulations. VanCor stated that there should be a couple of rows of hay bales in place to help with erosion control on that property. Richter stated that he has not had the opportunity to review the guidelines that were provided by DES. The board is asking that the plans are followed through on this project. The board also had concerns that some of the plans are in Thomas Eaton's name (previous owner). Richter noted that all of the permits should now be in the current owner's name. The driveway permit is in David Gale's name and the Shoreland Impact permit is under Eaton's name. James Phippard noted that Brickstone Consultants filed the application for the shoreland permit and it was filed when Eaton still owned the property. Brickstone has since sent a letter to DES with a copy of the deed showing the transfer of ownership to Gale and asked that the permit be reissued under that name.

Gale has requested a building permit for that lot. Richter had concerns of impermeable square footage coverage of the plans and he wanted to address the issues before he could issue a permit. Richter received the percentage of calculated square footage that was provided by Brickstone which came to 10% as indicated on the site plan. Richter does not have the tools to verify those figures and he has requested a second engineer's opinion for refiguring those calculations. Richter noted that impermeable coverage can't exceed 10% coverage of the lot, which would include all structures. The board approved a third party engineer to review Brickstone's site plans to calculate the square footage. Phippard agreed to send the Cad files to Richter and he will forward them on to SVE Associates for recalculating the square footage. It will be the applicant's responsibility of the applicant to pay for the engineering services.

Jeff Scott noted that there have been a number of trees cut from this property and asked if there is a violation. McKeon noted that Forest Ranger Matt Apgar is looked at the cutting and he did not feel that the cutting is compliant. Carrier stated that Apgar is waiting on a call back from DES regarding the cut permit. The amount of tree cutting will be revisited.

Richter discussed the erosion control issues with the Gateway developer this week. The developer has scheduled to seed the grounds by early next week. McKeon noted that hydro seeding and mulching must be done within 72 hours of any area that has been disturbed, unless there is a rainfall predicted at that time. Erosion control is the responsibility of the property owner/developer. The board directed Richter to send a written notice to the developer to let him know that he is not in compliance with erosion control. McKeon noted that there are statutes that determine the steps of violations.

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

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

McKeon moved to seal the nonpublic minutes. The motion was seconded by Roscoe and passed unanimously.

- **6:30 p.m. Jeff Bauer – Fence by Boat Landing**

Bauer owns the property next to the boat landing off Route 9A. He spoke of the vandalism that has occurred on that property and has asked if the town would take over the maintenance of the fence that sits on that property. The board noted that the boat landing is a Class VI road. Bauer will be contacted after the board has had a chance to visit the site and discuss it at their next meeting on May 25. Bauer reported that boats were power loading near the boat landing and asked who had authority to control that from happening. McKeon replied that the state has the authority to control the power load of boats leaving the high water mark near the boat landing.

- **7:00 p.m. Michael Bentley/Jim Larkin – Larkin Way**

Present: Michael Bentley, Jim and Michelle Larkin

Bentley stated that the Larkins would like to get Larkin Way paved and will comply with the town's specifications. M&W will look at the road as it is now and will provide a report to the board for what is needed for the road surface. M&W will do the remediation report to bring the work up to meet the town standards. The bond is due in July and it will need to be renewed if the project isn't completed at that time. Larkin noted that he has a tentative date of mid June for the paving work to be done. Bentley requested that Randy Rhodes of M&W to supervise the project and noted that the Larkins would like to get the work completed before the letter of credit becomes due. Bentley asked the board if Rhodes will provide the amount should be. McKeon noted that the amount is 10% of what the original bond is in the Land Use Regulations and it is predetermined of what the original bond was.

Larkin noted that the property center area of the cul-de-sac is private property and is physically attached to the Larkin property. Larkin added that the interior land in the pond is supposed to be reverted back to Lot 4, which is the 20 plus acres. During the discussion with the Planning Board, the town did not want to maintain the pond. Carrier will contact Bentley with the M&W schedule.

- **7:15 p.m. Lee Brockmann – Town Hall Annex**

Brockmann asked where the kitchen project stood for the Town Hall Annex. McKeon noted that he has an RFP to limit the scope for Architect Dan Scully with the floor plan that was presented at the annual town meeting. Scully will then provide information on that footprint by doing it in three phases to limit the cost to the town and showing the cost by doing it all at once. The board asked for the impact of what it would cost for a warming kitchen and what the impact would be with a full commercial kitchen. Scully will provide drawings for the two types of kitchens.

Brockmann proposed the purchase of used equipment to be used at the town hall. The following items are available from the Keene Y: Champion dishwasher for \$1,400 and a Captiveaire hood with backsplash for \$4,000. She noted that she didn't know where the money would come from and where those items would be stored if the town purchased them. McKeon noted that approval for purchasing those items would need to come from the voters at the annual town meeting. Roscoe stated that the timing for purchasing those items is out of sync with the annex project. McKeon noted that the capital maintenance requires a list of what is involved.

- **7:30 p.m. Fran Shippee – Town Hall Refrigerator**

Shippee has a new refrigerator that is being donated to the town hall. The power outlets are two prong only. The board approved Shippee to use an adapter for the new refrigerator.

- **7:45 p.m. Nonpublic RSA 91-A:3 II (c)**

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

Roscoe moved to close the non-public session. VanCor seconded the motion, which passed unanimously.

McKeon moved to seal the nonpublic minutes. The motion was seconded by Roscoe and passed unanimously.

FOR DISCUSSION

- **Suggestion Box**

A suggestion was left to have a new line item be added to the selectmen's agenda entitled "Code Enforcement Officer Report" to include the past week's activities and issuing of building permits. McKeon suggested that the building permits that are issued be added to the town's website. There was a suggestion to increase code enforcement to a full time position in the budget for next year.

- **69 Forestview Drive Cleanup**

Carrier noted that Knotty Pine has removed all the clutter from the town-owned house. The board decided to leave the house "as is" until after the prior owner has been notified that the town will be putting the property up for sale.

- **Browne Limited Cistern Bond**

The board noted that it is the responsibility of the developer to pay for the cistern bond on Atherton Hill Road. The bond is required to be in place until the first home built in the development has received the certificate of occupancy. Elizabeth Principe signed the Restrictive Covenant on February 1, 2011 as a condition of final subdivision approval granted by the

Planning Board of the Town of Chesterfield. The selectboard will adhere to the decision as what was agreed upon between the Planning Board and the applicant.

- **Properties to be Tax Deeded**

A partial payment was made on May 16 for property located at 701 Route 9. The owners have requested that they be allowed to pay the remainder of their 2013 tax bill over the course of the summer. Carrier will contact the owners to have them schedule an appointment with the selectboard. The owners of 87 Mountain Road have agreed to pay their 2013 tax bill by May 20. There was no return call from the owners of 134 Twin Brook Road. The West River Road property is a 100x100 ft. lot and Roscoe has not received a return call.

- **McKenna Way Ravine and Road Acceptance**

An email was received from Rob Hitchcock of SVE stating that the erosion has been fixed on the Farr Road subdivision ravine. A gravel sample test for compaction and testing for pavement thickness needs to be completed for the town engineer to assess the road. The contractor is responsible for the engineering fees. A maintenance bond on the ravine is required for one year from the date of acceptance of the road.

- **US Dept. of Labor Overtime Rule**

A memo was reviewed on a new ruling affecting lower-paid salaried employees as of Dec. 1, 2016 by the US Dept. of Labor overtime.

- **Parks & Rec Commission Requests**

The board approved the request of P&R to use the North Shore beach for a three-hour math class assignment for a one-time event. There will be no more than 20 students.

OLD BUSINESS

Wares Grove Cottage: The P&R director has been painting the inside of the cottage.

Ambulance Options Comm: VanCor met with the committee of Steve Dumont, Steve Laskowski, Rick Cooper and Chris Babcock on May 17.

Town Hall Annex RFP: McKeon is waiting for a return call from Dan Scully.

Boat Registrations/Town Clerk Budget: Molly Kelly left a phone message that the registration has changed. McKeon will confirm with Kelly as to the ruling for restrictions of town clerk being the only option for registrations.

Old Town Office Building: McKeon will follow up with Warren Stevens on building inspection.

OTHER BUSINESS

Roscoe met with a broadband vendor from RI to discuss the RFP. The board agreed not to extend the proposal deadline on the project.

VanCor noted from the Planning Board meeting that they have concerns with the lack of code enforcement. John Koopmann stated that there is lack of erosion control on the Kray/Croft Route 9 properties. McKeon has requested a follow up from Forester Matt Apgar of a check on

another cutting on the Route 9. Koopmann reported that the Planning Board requested that Highlander Arms remove a 40 ft. container that did not appear on the (Brook Street) plan. They had another issue with a second driveway on the same property which would be a code enforcement issue. He added that more formal plans be presented by the applicants to ZBA and the Planning Board before approval is given to the applicants.

Roscoe moved to approve the board signature on the lien discharge. VanCor seconded the motion, which passed unanimously.

Roscoe moved to go into non-public session per RSA 91-A:3 II (c). The motion was seconded by VanCor, which passed unanimously.

Roscoe moved to close the non-public session. VanCor seconded the motion, which passed unanimously.

McKeon moved to seal the non-public minutes. Roscoe seconded the motion, which passed unanimously.

With no other business to conduct, Roscoe moved to adjourn the meeting at 9:45 p.m. The motion was seconded by VanCor, which carried.

Respectfully submitted,
Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date