

**Town of Chesterfield
Board of Selectmen
MINUTES
August 31, 2016**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:08 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #35
- Selectmen Minutes – August 14, 17 & 24, 2016
- Intents to Cut – Susman & Wrobel
- NHMA Voting Delegate Authorization

APPOINTMENTS

- **6:15 p.m. Lance Zinn**

Zinn expressed his interest in serving as a volunteer board member. He will attend some of the meetings of both the ZBA and the Economic Development Committee and will come back to the board to determine which committee he would be most interested in.

- **6:30 p.m. Jim Larkin – Larkin Way**

Larkin discussed the hiring of a surveyor to do the as-builts for Larkin Way per the Road Acceptance Policy. Wendy Pelletier has provided a proposal and estimate of \$2,100 to perform the services of the as-built. Larkin will contact Carrier to let him know when the monuments have been set before the as-built work is performed. Larkin agreed to have Pelletier do the work, although he was unclear as to why David Mann turned down the job, due to a conflict of interest.

FOR DISCUSSION

- **Suggestion Box**

A suggestion was submitted to have the outside of the town office building cleaned. Barbara Girs noted that she spoke with the person who submitted the suggestion and clarified that the intentions for the submittal was to have the walkway cleared of sand and remove cobwebs from the outside of the building.

- **Monthly Email**

There were no changes made to the draft Monthly Email.

- **Bid Opening – Highway Truck**

One bid was submitted for the town owned 2004 Chevy pickup truck in the amount of \$975, submitted by Duane Grover of Brattleboro, VT.

Roscoe moved to accept the bid of \$975 for the pickup truck. VanCor seconded the motion, which passed unanimously.

- **Meeting Room Window**

The board has agreed to have Jeff Scott look at the window to determine if the hardware needs to be replaced.

- **Selectmen Meeting Schedule September**

The September board meetings are scheduled for September 21 and 28.

Roscoe appointed VanCor to sign the manifest for September 7 and 14. McKeon seconded the motion, which passed unanimously.

- **State Primary – Selectman Pro Tem**

The board discussed having a deputy to the selectmen to cover the State primary on September 13.

Roscoe moved for David MacDonald to serve as a deputy to the selectboard for the election. VanCor seconded the motion, which passed unanimously.

The board signed a Selectmen Pro Tem for MacDonald to serve at the primary until the end of the event. MacDonald will be paid the hourly rate that he normally receives during an election.

- **Town Center Tree Inventory**

VanCor presented the board members copies of the Chesterfield Public Tree Inventory Report prepared by the NH Urban and Community Forestry Program. VanCor asked the board to review the report before the next board meeting so that the condition of the trees can be addressed. The forester can provide training for volunteers to work on tree maintenance. VanCor felt that the Conservation Commission should be involved in the project.

- **Economic Development Committee Membership**

Judy Heuber has resigned from the EDC due to her busy schedule. The board would like to thank Judy for her contribution of working with the committee.

- **2017 Budget Preparation – COLA & Fuel Oil**

The Board of Selectmen voted the amount of COLA increases for town employees and heating oil and gasoline for departments to budget.

Roscoe moved to use .6% increase for COLA. The motion was seconded by VanCor, which passed unanimously.

The board suggested to budget \$2.10 for 2017 for gasoline, diesel and heating oil, based on the U.S. Energy Information Administration.

- **Atherton Hill Road Development Questions (Browne Limited)**

Realtors have asked questions regarding the subdivision on Atherton Hill Road. McKeon noted that there should be easements to the cistern for the town. The owners of Lot 1.9 should consult

with the Spofford Fire Chief prior to any plantings near the cistern area. It was also noted that the town's highway department will attempt to keep the cistern cleared of snow.

- **New Laws Passed in 2016**

Two new laws were passed by the legislature in 2016. One of the laws is regarding penalties assessed when a property is tax deeded (the percentage is being dropped to 10% from 15%) and another for allowing towns to offer all veterans a tax credit, not just those who served in a qualifying war.

VanCor suggested that the veterans of a war should receive a \$500 tax credit and other veterans should receive a \$300 tax credit. Carrier noted that the town has approximately 150 qualifying veterans who are currently receiving \$45,000 tax credits. Carrier added that \$500 is the maximum amount.

Jeff Scott suggested that veterans of a war receive \$500 tax credit and \$250 for veterans who did not serve in a war. The changes must be adopted at the town meeting as a warrant article.

- **Code Enforcement Full Time Costs**

Spreadsheets were reviewed for potential costs for code enforcement to be full time from the current budget, based on 35 hours per week and 40 hours per week. According to the code enforcement report the total fees collected in 2016 to date has been \$21,326. There will be no additional part time hours added to code enforcement. The board will move forward with a full time position based on a 40-hour work week. The board will review all of the permit fees at the next board meeting. Fee increases are done once a year during March.

- **Code Enforcement Report**

The board reviewed Frank Richter's code enforcement report. The board requested that Richter attend the next board meeting to discuss instructions given by the board for code enforcement follow up.

- **Bennett Road Report**

The road agent's email noted that he looked into a complaint call of stones and trash containers that had been placed on the town's right-of-way on Bennett Road. Mr. Diesl agreed to move the trash containers. The stones may be in the State's right-of-way.

- **Next Week's Manifest**

The manifest will be ready for the board's signatures on Tuesday afternoon. VanCor will be the only board member available to sign the manifest during the week of September 14.

OLD BUSINESS

Wares Grove Cottage: Craig Robidoux contacted Carrier to see what work was needed at the cottage. The Parks & Rec director needs to get more information to Robidoux.

Ambulance Options Comm: VanCor reported on the committee meeting with Keene's Fire Chief Howard and Deputy Fire Chief Chickering. They discussed the contract and servicing of what they are doing with other towns. They also discussed the possibility of expanding their service to entire Town of Chesterfield. The committee is scheduled to meet again on September

7 to discuss options available. A presentation will be made to the selectmen after the committee has made it's recommendation.

Town Hall Annex RFP: Dan Scully has recently gone through the Town Hall and will come back to the selectboard.

Old Town Office Building: McKeon left a message for Warren Stevens. The board may have to contact someone else.

69 Forestview Property Open House: No emails have been received to set up another viewing.

OTHER BUSINESS

The selectboard will be requesting that the local fire departments provide response times for fires and EMT calls from Chesterfield and Spofford fire chiefs since January 1. That information could be made available to the residents when homeowner's insurance companies are determining the rates for insurance coverage.

Roscoe reported that the Broadband Committee met with their consultant to discuss the preliminary results of the broadband for the underserved people in the area and the Rt. 9 corridor. The consultant is working on the final report. Roscoe will be meeting with FairPoint on September 6 for improving service in remote areas. Roscoe plans to meet with Argent for improving service and discuss the cost of cable.

Roscoe noted that Parks & Rec received a complaint from an abutter at Wares Grove about the length of the swim lanes at the beach. Roscoe has a copy of a variance that was granted to allow the swim lanes to go out 300 feet.

A meeting was held in the OEM room on August 29 to discuss Pierce Island issues at Spofford Lake. The meeting consisted of Selectman Norman VanCor, Police Chief Duane Chickering, Bob Spoerl of DRED, Matt Apgar from Forest and Lands, Joshua Dirth from Marine Patrol, Eric Hannick from Fish & Game, Steve McGrath from Spofford Lake Association and Patrick Hummill, who is a program coordinator. Marine Patrol has eight full time people from the State and they have jurisdiction on the water and land contiguous to the water. Forest and Land has one boat. Bob Spoerl has agreed to make a rules list and update signage on Pierce Island. All representatives were encouraged to attend the next Spofford Lake Association meeting for further communication and resolutions.

Carrier noted that there will be a Police Department swearing in ceremony on September 1 at 1:00 p.m. for Derek Jackson in the OEM Room at the Town Offices.

Carrier reported that he spoke with Mark Gilmore regarding the sirens from Vermont Yankee. Carrier emailed the fire chiefs to notify them that Gilmore suggested that the batteries be disconnected from the sirens if they are not going to be used.

The board approved Jeff Scott's request to have Frank Richter's correspondence with NHDES to be added to the town's website regarding removal of trees in the Spofford Lake District.

Nonpublic RSA 91-A:3 II (L) Parks & Rec Director Salary

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

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

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

Nonpublic RSA 91-A:3 II (a&c)

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.

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

With no other business to conduct, McKeon moved to adjourn the meeting at 11:00 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