

**Town of Chesterfield
Board of Selectmen
MINUTES
November 9, 2016**

CALL TO ORDER

Vice Chairman Brad Roscoe called the meeting to order at 6:02 p.m. Others in attendance were Norman VanCor and Rick Carrier, Town Administrator.

Selectman Jon McKeon requested to join the meeting via telephone. McKeon was not able to attend this meeting because he was held at work and did not have adequate time to get to the meeting. McKeon was alone in the room during his call with the selectboard.

VanCor moved to allow McKeon to join the meeting. Roscoe seconded the motion which passed unanimously.

Roscoe welcomed everyone to the meeting and reminded them that they need to be acknowledged by the chairman and requested that comments to be addressed to the board.

FOR SIGNATURE

- Manifest #45
- Selectmen Minutes – November 2, 2016

APPOINTMENTS

- **6:45 p.m. Frank Richter, Code Officer**

Building Permits: 112 permits have been issued to date in 2016.

LP Tanks: Code enforcement discussed the setback requirements for propane tanks with three of the companies that install LP tanks in town.

Code Software: Looking to get estimates and maintenance information on the software.

Storage Rack: The racks should be included in the budget.

Planning Board: The code enforcement officer attended the Planning Board meeting on November 7 to discuss the DK Development modifications.

The selectmen inquired as to why the code enforcement officer has not been addressing the ongoing code violations. Richter was instructed to get violation letters out to the owners of the Route 9 property owners as soon as possible.

A scheduled appointment will be set up for Richter to attend the selectmen's meeting on November 16.

FOR DISCUSSION

- **Suggestion Box**

Nothing submitted.

- **Selectmen Minutes Review – November 2, 2016**

VanCor moved to accept the minutes of November 2, 2016 as amended. Roscoe seconded the motion which passed unanimously.

- **December Meeting Schedule**

Selectboard meetings will be scheduled for each Wednesday in December.

- **Employee Holiday Lunch**

The Employee's Holiday Luncheon will be held in the Town Offices on Thursday, December 8 from noon to 1:00 p.m. Employees will be receiving an invitation in their weekly paycheck.

- **Town Report Dedication**

The board members will bring in their suggestions at the November 16 meeting for the Town Report dedication.

- **Coachman Road**

Attorney J.R. Davis will be notified that his clients, Richard & Barclay, will be responsible for the expenses of recording the Coachman Road deed. The developer has met all conditions of the Road Acceptance policy.

- **Bennett Road**

The Selectmen have the power and authority to regulate work to be performed in the right-of-way by private persons under RSA 231:21-a. Under RSA 231:45 gives authority to declare a tree hazardous. The Road Agent can give a private owner permission to cut trees in the right-of-way of a Class VI highway if the trees truly do interfere with the free passage of traffic. A prior notice must be sent to affected abutters, prior to taking the action, as stated in RSA 231:145. Photos will be taken of the area prior to any trimming or cutting to occur.

- **Highway Tractor/Mower Purchase**

The road agent has requested to have the current tractor and mower to be replaced for reasons of productivity and operator safety. The road agent will request \$50k be used from the heavy equipment capital reserve fund and will present his request to the Budget Committee.

- **Transfer Station Uniforms**

The board gave approval for providing the Highway and Transfer Station employees with coats, which will be done through weekly uniform rentals. Steel toed shoes are required by all Highway and Transfer Station employees and are provided by the Town annually.

- **Department of Labor Inspections**

A report was reviewed of deficiencies from each department that were found during a Department of Labor inspection. Carrier will meet with a plumber next week to get a group price

on installation of eye wash stations for all departments. Carrier will give all departments a date to complete the deficiencies issues. Safety training by Primex is being coordinated and is being offered to the Highway Department, Cemetery, Parks & Rec, Police Department, janitor and Town Administrator.

- **Code Enforcement Report**

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OLD BUSINESS

Town Tree Center Committee: VanCor met with a contractor on November 9.

Ambulance Options Committee: There will be nothing to report for a few more weeks.

Town Hall Annex RFP: McKeon has received estimates from two contractors. Estimates will be available at the November 16 meeting.

Old Town Office Building: Warren Stevens is expected to provide a report for the November 16 meeting.

OEM Director Position: Applications have been received and will be discussed next week.

Meeting Room Window: McKeon will get measurements to order hardware.

Board/Commissions Appointment: Selectmen still have a few more board/committee members to discuss filling the open positions.

Code Storage Racks: VanCor and Carrier will go over tear sheets for new racks.

OTHER BUSINESS

VanCor reported that the Planning Board is still requesting to have the meeting room table replaced to enable 7 or 8 people to sit at and not have their backs to the audience.

McKeon reported that the Planning Board voted to allow the size of the loft area change at the Gateway Drive condos and determined that to be a minor change. The Planning Board also was planning on discussing the Spofford Boat Sales but the owner did not attend the meeting. The proposed zoning changes for accessory dwelling units also had minor changes made and one more public hearing will be required before the zoning amendment is presented to the Town.

Roscoe will send out an updated email to everyone who has answered the broadband survey. The email will give updated information on broadband work in this area and will include the consultant's broadband report and the broadband coverage map. Roscoe will be meeting with a new broadband provider on November 10.

The board approved the Chesterfield Lion's Club request to allow them to use "Chesterfield Happenings" monthly newsletter asking residents to drop off their used eyeglasses and hearing aids in their collection box for needy communities worldwide.

Nonpublic RSA 91-A:3 II (e)

Roscoe moved to go into nonpublic per RSA 91-A:3 II (e). 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 (b)

Roscoe moved to go into nonpublic per RSA 91-A:3 II (b). 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, Roscoe moved to adjourn the meeting at 8:47 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