

**Town of Chesterfield
Board of Selectmen
MINUTES
December 14, 2016**

CALL TO ORDER

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

McKeon 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 #50
- Selectmen Minutes – November 30, 2016 & December 7, 2016
- RERP Request FY 2017
- Equalization Certificate
- Fales Correspondence
- Hamilton Fund Cards
- Yield Tax Certificate – Cersosimo
- Timber Tax Warrant

APPOINTMENTS

- **6:30 p.m. Ege Cordell – School Board**

The S.A.U. requested that the school be scheduled at least 1-1/2 hours of discussion for the school budget and the School District meeting and Town meeting. The selectmen agreed to the change.

- **7:00 p.m. Coachman Road Public Hearing**

McKeon opened the public hearing for the purpose of discussing the town accepting of Coachman Road. Upon acceptance of the road, the town will take ownership of the road and will maintain it. The board determined that all road conditions have been met, per the town's requirements.

An email was received from Jack Mulligan, owner of the land and improvements, requesting that the town take over Coachman Road as a Class V road, and an email from Chris Richmond of UNFI stating that he is in favor of Coachman Road becoming a town owned and maintained road.

The board will sign the Road Escrow Agreement and accept the deed. Any vehicles parked on that roadway can be ticketed by the Chesterfield police.

Roscoe moved to close the public hearing. VanCor seconded the motion, which passed unanimously.

Roscoe moved to accept Coachman Road as a Class V road per RSA 674:40-a. VanCor seconded the motion.

Roscoe moved to amend his motion to read: with the road acceptance to take place at noon on December 15, 2016. McKeon seconded the amendment, which passed unanimously.
Vote called on the original motion: *Motion passed by unanimous vote.*

J.R. Davis confirmed that he has the funds sitting in his client's trust fund account. Carrier noted that the deed will be recorded at the next available opportunity and will let the board know when it is done. There is a one year performance bond warranty on the road.

FOR DISCUSSION

- **Suggestion Box**

None submitted.

- **Selectmen Minutes Review – December 7, 2016**

Roscoe moved to accept the meeting minutes of December 7, 2016. VanCor seconded the motion, which passed unanimously.

2017 IRS Standard Mileage Rate

The IRS has set the reimbursement rates at 53.5 cents per mile for 2017 for personal vehicles used for town business when the town vehicle is not available for use.

Roscoe moved to accept the new federal standard mileage reimbursement. VanCor seconded the motion, which passed unanimously.

- **Spofford Hall**

VanCor inquired as to the steps required of having the Spofford Hall building inspected, based on the building conditions and police activity, condemning that property and potentially razing the building. McKeon noted that there is certain criterion that must be met for the process. The board will get consultation from the town attorney on the process.

- **Town & School Property Lines**

The Chesterfield Lions Club is pursuing the placement of a large gazebo being donated to the town. They would like to get information as to where the boundary lines are between the school and town property.

- **January Postcard Mailer**

A draft of the 5x7 postcards was reviewed, which will be mailed to the residents of Chesterfield approximately 2-3 weeks prior to the public hearing. Information will be dates and time of the annual school and town meetings and voting. The broadband public meeting will be included on January 26.

- **ATF Zoning Question Re: Highlander Arms**

Highlander Arms LLC has requested an application for a license to manufacture firearms (assembly only) at 1041A Route 63 in Spofford. The board will reply back to the Alcohol, Tobacco & Firearms Division to verify that zoning approval was given by special exception in 2008, as long as the owner complies with conditions given of the special exception.

- **Former Town Office Report - Stevens**

Warren Stevens provided a report of the areas needing reinforcement in the basement of the old Town Office building. Carrier noted that the well is shared by the new town office building and the fire department. A plan should be developed of what the town's interest may be for the building before a marketing and research process starts.

- **Larkin Land Use Change Tax Value**

The market value for the 4.01 residual acres at 26 Larkin Way would be \$10,000, resulting in a LUCT of \$1,000, per Commerford, Neider, Perkins, assessment firm for the town. The assessment hasn't changed since the last revaluation. The board agreed with the decision of the assessment firm.

- **Spofford Dam Outlet Concern**

VanCor went to the Spofford dam with Chris Lord and noted that the water was flowing over the top board. Lord has removed the accumulated brush at the dam. McKeon noted that the water level should be at the normal winter water level now.

- **Zoning Board Membership Concern - Oot**

The selectmen received an email from Christopher Oot, alternate member of the ZBA and a letter from Rolland Vollbehr, alternate member of the ZBA with their concerns of Renee Fales' ZBA term not being renewed. McKeon read the letter and email aloud to the public.

Burt Riendeau, ZBA chairman, felt that the board has been struggling to get five voting members to attend the meetings. He requested that the selectmen reconsider their decision of not renewing Fales' membership, given her experience and knowledge of serving on the board. Riendeau noted that there are reasons why members can't make some of the meetings. He noted that it is crucial that the ZBA decisions are legally binding in the court of law.

McKeon noted that the BOS is attempting to allow other residents a chance to serve the town on these boards and to get more participation at the meetings. Roscoe stated that boards get stagnant and nothing changes. VanCor added that some boards have had members serve for 10-20 years and that could cause problems for a board when a number of members retire at once and a combination of experiences and a mix is needed.

- **Selectboard Meeting Schedule - December**

The selectmen will be meeting on December 21 and 28.

OLD BUSINESS

Town Center Tree Committee: Tree removal and stump grinding will be completed by the end of the year.

Ambulance Options Committee: VanCor noted that Rescue Inc. does not intend to serve the entire town. Chief Howard will make a recommendation to the BOS.

Town Hall Annex RFP: McKeon will have sketches for the next BOS meeting.

Old Town Office Building: BOS to discuss how building can be used.

69 Forestview Drive: Bob Furlone would like to pick up a building permit soon after the house closing.

Meeting Room Window: Craig Robidoux looked at plans. He will order parts and replace them.

Board/Commissions Appointment: Joe Hanzalik needs to be sworn in by Town Clerk for P&R. A decision on Planning Board is forthcoming.

Code Storage Racks: Will hold off for getting racks until new Code Enforcement officer is hired.

Rescue Inc. Representative: Vacancy in position.

Rescue Inc. Contract: Current contract expires on July 1, 2017. VanCor has updated contract.

Keene Ambulance Contract: Must be renewed by March 30, 2017. Waiting for contract.

Parking Fine Public Hearing: Waiting for Chief Chickering's input on the \$30.00 fee.

OTHER BUSINESS

Barbara Girs requested that the board look at the new outdoor LED lighting recently installed on the Town Office building. McKeon requested that shields be installed over the lights to cut down on the glare.

The snow removal process should be done at the Town Offices and library before the employees arrive for work.

Carrier and McKeon will work together to collaborate a letter to be sent to Highlander Arms to comply with the signage at their Rt. 9/Brook Street business. Steve Dumont will assign work for Bob Duso in the Code Enforcement office on Wednesdays.

John Koopman inquired as to who is responsible for the intersection where Dead River is proposing their project to the Planning Board. McKeon replied that the town will be responsible if the Planning Board approves the changes, should the road traffic impact Rt. 9 and a modification is required. Koopmann inquired as to whether Dead River should pay a 50% bond of the estimated cost for that modification, in the event that Dead River and Xpress Natural Gas requests that change. McKeon suggested that someone from Planning Board contact NHMA for legal consultation on a split for the bond.

Tom Woodman expressed his concern of not renewing the expiration of a ZBA member. The board responded with their reasons for changing board members to allow others to serve the town.

Roscoe met with the Planning Board inquiring about broadband towers and poles being exempt.

Roscoe had concerns of the Planning Board draft minutes being send out and changes were made by a board member. The minutes were sent out again to the board members by their secretary. It was determined that there was no discussion between two board members and it did not constitute a violation of the right-to-know law.

Roscoe noted that there may be options available to share the cost with other groups for installing antennas to poles and towers. Roscoe stated that he has two properties of two different landowners that he is working with for a potential tower site near Tower Hill.

The Department of Labor issues are close to being corrected. The Wares Grove cottage needs hooks and shelves set up to get items off the floor. The director shut off the power to the snack shack, shutting off the emergency exit lights, which burned out the batteries. He will be required to replace those batteries and one bulb for the two exit signs. The only other item to be address is the wash station, whereby the plumber is waiting for parts.

The library is being invited to the January 10 Budget Committee meeting.

The board reviewed a letter from a former resident requesting a refund on her car registration. She had a motor vehicle accident before she could pick up her temporary license plates in Keene. She recently moved to Massachusetts to start a new job. Documentation was provided to the board of her payment of \$514.00 on November 19.

McKeon moved to refund \$480.50 to Christie Cushing. VanCor seconded the motion, which passed unanimously.

Carrier was asked to look into whether a Planning Board or ZBA can deny an application without prejudice. Legal counsel replied, "one bite at the apple" rule applies. Once you have denied an application, that applicant cannot bring a subsequent application for the same relief.

The selectmen will schedule a nonpublic meeting on December 18 at 9:00 a.m. at the Town Offices.

Nonpublic RSA 91-A:3 II (e)

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

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

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

Nonpublic RSA 91-A:3 II (l)

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

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

With no other business to conduct, Roscoe moved to adjourn the meeting at 10:16 p.m. The motion was seconded by McKeon, which carried.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date