

**Town of Chesterfield
Board of Selectmen
MINUTES
February 15, 2017**

CALL TO ORDER

Vice Chairman Brad Roscoe called the meeting to order at 6:04 p.m. Also in attendance was Norman VanCor and Rick Carrier, Town Administrator.

Selectman Jon McKeon requested to join the meeting via Skype. McKeon was not able to attend this meeting because of bad weather conditions. 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.

FOR SIGNATURE

- Manifest #7
- Selectmen Minutes – February 1, 2017 and February 8, 2017
- E911 Liaison Form
- Eversource Pole License – Glebe Road
- Appointment Paper – Planning Board Alternate

APPOINTMENTS

- **6:15 p.m. Rick Carrier – Town Administrator**

Carrier reported on the administration issues to the Selectboard.

He noted that the NH Dept. of Labor safety inspector has found the Town has met all requirements and is compliant with the State.

The estimated cost for replacing the cracked manifold on the Town car is \$1,000. The board agreed not to have the repairs done and to reduce the distance travel for that vehicle to “in town only”. Any distance travel will be done with personal vehicles.

A second quote for Town Hall radiator repairs was considerably lower than the first quote.

The board requested feedback with a brief overview from town officials on seminars and/or conferences that they have attended. VanCor suggested that State reps and legislators be invited to future Selectboard meetings to discuss local issues.

FOR DISCUSSION

- **Suggestion Box**

Nothing submitted.

- **Selectmen Minutes Review – February 8, 2017**

VanCor moved to approve the February 8 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.

- **Draft Selectboard Report**

Amendments were reviewed and the board approved the report. Carrier noted that the Town Report should be going to the printer next week.

- **Highlander/Hodgkins Violations Follow-Up**

It was noted that the sign in violation has not been on the building for the past four days.

- **Budget Committee Follow-Up**

Roscoe reported on the Budget Committee recommendations of the warrant articles. The Budget Committee felt that the tractor, mower and blower for the highway department not be replaced due to the maintenance involved in that equipment and that the work being used by that tractor be hired out. Chris Lord recommended replacing the equipment with more suitable equipment for the department which would require less maintenance. The Selectboard agreed with Lord.

The Budget Committee was not in favor of supporting the Town Hall Annex construction documents because of a small group of people choosing the most expensive available replacement option, the project was not going to create any revenue and it would serve a small portion of the town's population. One Budget member asked why the money isn't being put into a Capital Reserve Fund until there is enough money to pay for it. Another Budget member stated that it's something that we don't need so why do it now. McKeon stated that the restrooms must be ADA accessible and the heating system should be replaced with a single heating system for both buildings. McKeon noted that the town could get the construction documents and will always have the plans and documents for future construction. The Selectboard will support the warrant article.

The Budget Committee was not in favor of supporting the Broadband infrastructure because it would only provide increased service to a small percent of the town. Roscoe noted that the available options are for both wireless and wired service. Roscoe stated that there are 245 residences (18%) that are underserved in town.

Motion made by VanCor, seconded by McKeon to not recommend this warrant article. McKeon-yes, VanCor-Yes, Roscoe-No.

The Selectboard agreed to keep the Broadband warrant article in the town warrant.

- **Code Enforcement Report**

Code Enforcement Officer Rodney Parsons provided a weekly report with information on permits, field inspections, complaints, violations and new codes for installation of solar units. He is also working on enforcement issues.

- **OEM Director Position**

The OEM Director is moving out of town. The board will discuss that position after Town Meeting.

- **Petitioned Warrant Article**

A Supervisor of the Checklist has reviewed the signature and found that 29 signatures were valid and the petition will be on the Town Meeting warrant.

OLD BUSINESS

Town Hall Annex RFP: Warrant article for town meeting.

Old Town Office Building: Letters were sent to committees, boards, commissions and other organizations for marketing purposes to seek interest for using the old town office building.

Code Storage Racks: New Code Enforcement Officer will determine what should be used.

Rescue Inc. Representative: Should be someone from this town.

Parking Fine Public Hearing: A public hearing is scheduled for February 22.

Board/Commissions Appointment: Alternates are still needed for ZBA and Planning Board.

Wares Grove Cottage Material: The contractor provided a materials list to the P&R Director for inside work. The flooring materials are required from a specific store.

Spofford Hall: Updates will be provided weekly as they happen.

OTHER BUSINESS

The board signed a permit application from Eversource to install new poles in a new location.

VanCor reported on the Xpress Natural Gas application at the ZBA meeting in that a site visit has been scheduled. A site visit approval form should be created and be included with all ZBA applications. Norm stated that the master plan should be used to give guidance and direction for all boards and commissions for decision making.

The board will send memos to all department heads requesting that the selectboard receive an overview of seminars and conferences by Town employees who attended.

Jeff Scott noted that veterans have to go to the Motor Vehicle Dept. in Keene to get veterans license plates. Scott would like to have them available in Chesterfield.

Nonpublic RSA 91-A:3 II (L) Legal Correspondence

Roscoe moved to go into nonpublic per RSA 91-A:3 II (L) to discuss legal correspondence.

VanCor seconded the motion, which passed unanimously.

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

Roscoe moved to seal the nonpublic minutes. VanCor seconded the motion.

Vote: Roscoe – Yes; VanCor – Yes; McKeon – Yes. Motion passed unanimously.

With no other business to conduct, Roscoe moved to adjourn the meeting at 8:18 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