

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

**CALL TO ORDER**

Vice Chairman Brad Roscoe called the meeting to order at 6:09 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 work didn't allow for him 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 by majority vote, McKeon abstained.*

**FOR SIGNATURE**

- Manifest #11
- Selectmen Minutes – March 8, 2017

**APPOINTMENTS**

- **6:15 p.m. Rob Kasper – Beach Agreement**

Present: Attorney Robert Kasper and Bruce Beach

Kasper stated that the Settlement Agreement has been filed with the court. Kasper noted that the Driveway Agreement Plan will be changed to Private Road Plan. Roscoe noted that the plan should designate that the hash marks should designate where the private road is. Kasper stated that most of it is paved. McKeon stated that it should show up under the Legend. Roscoe noted that the hatching needs to be identified on the Plan. Kasper noted that the Acknowledgement of Waiver will need selectmen's signatures. Carrier stated that the Waiver and Plan needs to be presented to the Planning Board for their review and comments after the Plan has been corrected and the Waiver has been signed.

John Koopmann asked if NHDES would need to approve the private road. Kasper replied that the wetland area was not impacted and no modifications were made. Carrier noted that he will contact the Planning Board to discuss the private road for Beach at their March 20 meeting.

- **7:00 p.m. Carol Slocum – Interest in Planning or Zoning Board**

Slocum presented a personal background summary and spoke of her interest in volunteering for the Town. She agreed to attend upcoming meetings for the Economic Development Committee and Zoning Board to learn what would be the best "fit" for where she would like to volunteer.

**FOR DISCUSSION**

- **Suggestion Box**

None submitted.

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

*VanCor moved to approve the March 8 meeting minutes as presented. Roscoe seconded the motion, which passed unanimously.*

- **Selectboard Committee Representation**

*Roscoe moved to nominate Jon McKeon as chairman. VanCor seconded the motion, which passed unanimously.*

*McKeon moved to nominate Brad Roscoe as vice-chair. VanCor seconded the motion, which passed unanimously.*

*McKeon moved to have Norman VanCor as first alternate to the Planning Board. Roscoe seconded the motion, which passed unanimously.*

*McKeon moved to have Brad Roscoe as alternate to the Planning Board when VanCor can't fill in as first alternate. VanCor seconded the motion, which passed unanimously.*

<b>Position/Representative</b>	<b>Meeting Day</b>	<b>Selectman</b>
Chairman	Wednesday	Jon McKeon
Vice-Chairman	Wednesday	Brad Roscoe
Planning Board	1st & 3rd Monday	Jon McKeon – 1 <sup>st</sup> Alt. VanCor/ 2 <sup>nd</sup> Alt. Roscoe
Chesterfield Fire Precinct	3rd Monday	Brad Roscoe
Spofford Fire Precinct	3rd Monday	Norman VanCor
Parks & Recreation	1st Monday	Brad Roscoe
Conservation Commission	4th Monday	Norman VanCor
Zoning Board of Adjustment	2nd Tuesday	Norman VanCor
Budget Committee	Tuesday	Brad Roscoe
Cemetery Commission	2nd Tuesday	Norman VanCor
Library	3rd Tuesday	Jon McKeon
Economic Development Comm.	3rd Thursday	Jon McKeon and Norman VanCor
OEM	Various	Brad Roscoe

- **Code Enforcement Report**

The Code Enforcement report for the week ending March 11 was reviewed which included permits issued, field inspections and status on complaints, violations and erosion issues.

- **Town Hall Use – Senior Meals**

A report and photos were reviewed of numerous liquid spills left on the main hall floor after the December and March Senior Meals events. Roscoe stated that all groups or individuals using the Town Hall are required to clean and return the facility to its original order after their events and to follow the Town Hall Rental Policy. McKeon noted that the selectmen will get pricing for mats to be placed by the door entrances.

- **Gateway Condominium Bond**

The Gateway Drive inspection of March 6 and As-Built Survey dated March 2, 2017 were reviewed by the board members. McKeon noted that the Road Paving calculations for Phase II should be changed to 60% complete and 40% remaining and the inlet or outlet will need a drainage easement. DK East is ready for Phase II road bond approval.

- **Broadband Report**

Roscoe presented a Summary Report of the Town Broadband Committee recommendations. He noted that the majority of the committee felt that 10 megabytes service should be adequate and money should not be spent on this project at this time. The committee felt that if the town wanted to go to 25 megabytes to improve service, they suggested that the town use Comcast and Argent.

## **OLD BUSINESS**

Old Town Office Building: This will be discussed at the Economic Development Committee meeting on March 16.

EMP Grant Scope of Work: Carrier will discuss this at his meeting with the new OEM Director on March 18. Emergency Operation Plan & Hazard Mitigation Plan binders need to be updated.

Rescue Inc. Representative: Vacancies in position. Carrier noted that there is a resident that is an At-Large member who may want to represent the town.

Board/Commissions Appointment: Vacancies in EDC and alternates on Planning and Zoning Boards.

WG Cottage Repairs: No update from P&R Director.

Spofford Hall: To be discussed in nonpublic tonight.

Bruce Beach Settlement: Was discussed earlier in this meeting.

## **OTHER BUSINESS**

VanCor thanked Town Clerk Barbara Girs for her extra efforts to keep the volunteer workers fed during Town Voting on March 14.

Carrier reported that SLA President Steve McGrath is working on the dredging process with DES and has reached out to the Spofford Yacht Club. He is looking into funding resources and would like to have the project completed by Memorial Day. He will be required to get selectboard approval for a dredging permit.

Town Clerk Barbara Girs stated that the State requires legal addresses for applicants to register their vehicles and it has been difficult in determining if the resident is living in a legal apartment. McKeon noted that the new accessory dwelling ordinance did not address the numbering system. The 911 listing should also indicate that there is a separate apartment dwelling attached to the main dwelling for emergency purposes. McKeon stated that the new assessing company has been asked to identify those dwellings that have more than one family unit. Chris Lord will be coming to the selectboard meeting on March 22 to explain the 911 process.

Girs noted that the school did not share the cost of the elections last year. It was unclear as to whether the bill was going to be split or whether the Town pays one year and the school pays the next year or if bills would be split. McKeon will review the Selectmen's meeting minutes of last year and will contact the school board chairperson.

John Koopmann inquired as to whether abutters would be notified of the Bruce Beach driveway agreement and suggested that the Planning Board hold a hearing to discuss the private road.

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

*VanCor moved to go into nonpublic per RSA 91-A:3 II (L) for legal discussions. McKeon 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.*

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

*With no other business to conduct, VanCor moved to adjourn. McKeon seconded the motion, which passed unanimously. The meeting was adjourned at 8:38 p.m.*

Respectfully submitted,

Patricia Grace  
Secretary to the Selectboard

Approved by:

\_\_\_\_\_  
Jon P. McKeon, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brad Roscoe

\_\_\_\_\_  
Date

\_\_\_\_\_  
Norman W. VanCor

\_\_\_\_\_  
Date