

**Town of Chesterfield
Board of Selectmen
MINUTES
March 29, 2017**

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.

FOR SIGNATURE

- Manifest #13
- Selectmen Minutes – March 22, 2017
- Notice of Lien
- Welcome to Chesterfield Letter
- NH Retirement System Group II Position Certification
- Intent to Cut – Kwader, Lakeville Shores & Butterworth
- Yield Tax Certification
- Timber Tax Warrant
- Solar Energy Exemptions (4)
- Appointment Paper – Library Trustee

APPOINTMENTS

• **6:15 p.m. Rod Parsons – Code Enforcement Officer Report**

Parsons provided a report on the number of permits issued, inspections, site reviews, complaints and violation updates at his first quarterly meeting with the selectmen. He spoke on solutions for identifying residences for the 911 emergency situations, septic reviews and numerous abandoned buildings in town.

• **7:00 p.m. Nonpublic RSA 91-A:3 II (c)**

Roscoe moved to go into non-public per RSA 91-A:3 II (c) Personnel. 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.

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

• **7:15 p.m. Nonpublic RSA 91-A:3 (c&L) - John Koopmann**

Roscoe moved to go into non-public per RSA 91-A:3 II (c&L) Personnel and Legal issues.

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.

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

FOR DISCUSSION

• **Suggestion Box**

None submitted.

- **Selectmen Minutes Review – March 22, 2017**

VanCor moved to approve the March 22 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.

- **Chesterfield Happenings Email**

The Chesterfield Happenings email was approved.

- **Town Meeting Costs**

The ballot clerks salaries and meals expenses for the 2017 Town Meeting totaled \$189.30, compared with 2016 of \$282.16.

- **NHMA Workshops**

The board is planning to offer a workshop on “The Selectmen’s Role with Other Elected and Appointed Officials” in May. The workshop will be presented by NHMA attorneys, which will be offered to Chesterfield boards and commissions members. More information will be available soon.

- **Selectmen Goals/Projects**

VanCor noted that his goal for the benefit of the town for 2017-18 involves taking inventory of all drainage on Spofford Lake and anywhere that water feeds into the lake. He would like to enlist a college intern for the summer to work on the project with him and other volunteers. VanCor plans to work with NHDOT to get mapping and utilizing the Spofford Lake Association for mapping and resources. All the work that goes into this project could be “in-kind” services that would be credited towards state funding, including State grants.

McKeon stated that he would like to complete a road survey to identify the town’s ten worst roads, which may have drainage concerns. This data would then be turned into a Road Improvement schedule to address the causation, design and construction of the roads identified in survey. The Road Improvement schedule will include scheduling and cost estimations of design and road improvements.

Roscoe’s 2017-18 goal is to work on community solar with the possibility of installing solar rays on town property and making this a revenue stream for the town. Roscoe noted that he will be looking for local investors to get involved with a rate of return for them.

- **Draft Winter Operations Policy**

The selectboard will review the 2017 Winter Operations Policy draft and discuss it at the April 5 meeting.

- **Chesterfield Broadband Options for Website**

Roscoe suggested that the broadband providers be listed on the Town’s website.

OLD BUSINESS

Town Hall Annex RFP: The cad drawings of the potential footprint of the town hall annex project were provided by Roscoe. A materials list was not included. The selectboard noted that the bathrooms need to be ADA accessible in the Annex.

Old Town Office Building: Economic Development Committee member Don Brehm, CEO Rod Parsons and VanCor will be conducting a walk thru of the old town office building on April 4 to compare engineering reports with its current condition and report to BOS.

EMP Grant Scope of Work: The OEM Director recently met with John Keppler to work on the Scope of Work for the EMP Grant.

Rescue Inc. Representative: Carrier will be contacting a potential person for the position.

Board/Commissions Appointment: There are still positions available for the Economic Development or Zoning Board.

WG Cottage Repairs: Roscoe will follow up on the status of the cottage roof.

Spofford Hall: Carrier will contact the fire and police departments for reports on the building.

OTHER BUSINESS

The Chesterfield Police Department will be interviewing candidates for the detective position.

Barbara Girs stated that the Town Office building needs to have the street number on the front sign to meet the new zoning requirement.

VanCor attended a recent Conservation Commission wetland presentation along with the Conservation Commission members given by Mark Jacobs, a soil and wetland scientist.

VanCor reported that a Wetlands Specialist and a Shore Land Protection specialist from DES met with VanCor and others to view and discuss the drainage at 45 South Shore Road to gather information for the Planning Board.

Roscoe noted that Parks & Rec are currently working on organizing the Summer Camp program.

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.

Nonpublic RSA 91-A:3 II (a) Personnel

VanCor moved to go into non-public per RSA 91-A:3 II (a) 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 9:55 p.m.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date