

**Town of Chesterfield
Board of Selectmen
MINUTES
April 19, 2017**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:01 p.m. Also in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #16
- Selectmen Minutes –April 5, 2017
- Intent to cut (supplemental) - Donahue
- Intent to excavate - Cersosimo
- Excavation tax warrant
- Veterans' tax credit applications (3)
- Elderly exemption application
- Lien discharge
- Yield tax certificates (2)
- Yield tax warrant
- Raffle Permit - Destination Imagination

APPOINTMENTS

6:15 p.m. Rob Kasper - Mr. Beach settlement agreement

The board received an email indicating that Mr. Kasper would not be attending the meeting this evening.

Barbara Girs - No appointment

Girs noted that she will be out May 7th and returning May 22nd. Kristin McKeon will be filling in for her on those days. Girs noted that on the first Monday in June (June 5th) the Town Clerks office will be closed, and will be open on Tuesday June 6th to make up the hours. June 14th is the Regional Town Clerks meeting and the office will be closed that day as well. Girs will put up notices and would like this information included in the monthly email in May.

6:45 p.m. 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.

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

McKeon noted to the public that in the non-public session, a motion was made to give Chief Chickering the authority to extend a conditional offer of employment to Gerald Palmer for the open detective position.

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

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

FOR DISCUSSION

Suggestion Box

There was one paper in the suggestion box that said "Go Solar"

Selectmen Minutes Review – April 12, 2017

Roscoe moved to approve the April 12, 2017 meeting minutes as amended. VanCor seconded the motion, which passed unanimously.

Code Enforcement Report

The Code Enforcement report was reviewed for the week ending April 15, 2017 which included permits issued, field inspections and status on complaints and violations.

May meeting schedule

It was noted that Brad Roscoe will not be available for the meetings on May 10, 24 or the 31st. McKeon will not be at the NHMA workshop on the 16th.

The board will continue on as scheduled and look at the end of May as starting the summer schedule of alternating weeks.

McKeon moves that in the event a meeting is cancelled, Norm VanCor can sign the manifest on behalf of the Board. The motion is seconded by Brad Roscoe and passes unanimously.

Bennett Road roadwork

Mr. Warhol would like to fill in the dip and asked if Chris Lord can give him some parameters. VanCor asked why our Road Agent would be consulting with a private land owner. McKeon stated that Bennett Road is a Town Road and whatever is done must be approved by the Selectboard and it seems like Mr. Warhol is looking to find out what would be acceptable prior to putting a request together.

Roscoe stated that he believes it would be in the Town's best interest to allow Lord to make some comments on what Mr. Warhol would like to do. McKeon noted that there will be drainage

issues, no matter what is done. Duane Chickering noted that he previously suggested a steel grate be installed instead of filling the ditch. Chickering noted if it is properly installed, it would be a good option. The board agreed that Chris Lord can speak with Mr. Warhol regarding the dip.

NHMA May workshop

The board reviewed the description of the workshop and the distribution list. McKeon noted that NH Municipal Association is asking if there are any specific elected/appointed officials or any particular areas that this board would like the presenter to direct her focus. Roscoe noted that the talks should be directed at everyone. McKeon noted that he would like it to lay out how the different boards and commissions coordinate and interact with the Selectboard. It was noted that elected officials have different rules from appointed officials and both should be discussed. The fire precincts were added to the distribution list. McKeon noted that he would like to focus on making sure that everyone knows their responsibilities and the responsibilities of other boards and commissions.

Roscoe noted he would like the invite to state that the workshop is designed to broaden everyone's knowledge and understanding of the different boards and commissions in town and how they interact with each other.

An RSVP will be requested to assist in the planning of purchasing water and coffee to serve at the workshop.

D&T Partners/Bonnette correspondence

The board was asked to sign a document stating that D&T Partners are located in the Town of Chesterfield and are authorized to sell fireworks. McKeon noted that the Planning Board has approved the site plan for the fireworks store.

The board signed the document.

Wares Grove cottage roof project

McKeon noted that he has spoken with Craig Robidoux and he has indicated that the punch list has been completed. McKeon will look at the property this week to ensure the list is complete and then the remaining balance can be paid to Craig.

Roscoe moves to give Jon McKeon the authority to decide if the list is complete, and email Rick Carrier to authorize payment if the list is complete. The motion was seconded by Norm VanCor and passes unanimously.

McKeon moves to expend the money to pay the balance of the labor cost for the re-roofing of the Wares Grove Cottage roof from the building maintenance plan expendable trust. The motion is seconded by Norm VanCor and passes unanimously.

29 Wildwood Road construction

Roscoe noted that he went to the property today and it is definitely worse than it was a year ago. Roscoe noted he is worried about safety and liability issues at the property. Roscoe stated if the building was taken down, he would recommend leaving and covering the foundation as the property is more valuable with it intact. McKeon noted that if it was covered, it would have to be covered with something that can take weight. McKeon noted that fencing it in would be a more economical option as fencing can be rented for about \$500.00 a year.

McKeon stated that taking the building down may make it more attractive for a buyer.

Carrier asked if it was feasible to get a dumpster and get the Highway department to take it down. McKeon noted that he can speak with Chris Lord about it, but noted the disposal cost would be at least \$4,000.00.

Barbara Girs suggested the town get an estimate on how much it would be to have it demolished and when you put it on the market, discount the price that amount.

McKeon noted that he believes that some of the reason there is no interest in the property is the unknown of removing the current building and tearing it down would make the lot more salable. Carrier will contact Hodgkins and get an estimate to remove the building, but leave the foundation.

Skype for Business Town laptop

McKeon noted that the issues with connecting via skype was caused by a PC Construction policy change. McKeon is working with the IT people at PC construction to get the issue straightened out.

Representative to SWRPC

McKeon noted that JB Mack of SWRPC attended the Planning Board meeting to check in and make sure everyone knows what they offer the Town for services. It was noted in the meeting that the Town is entitled to 2 representatives on the commission. JB Mack indicated that Elaine Levlocke is currently one Town representative. McKeon noted that Levlocke has not provided any updates to the town and he is unsure if she is attending any of the meetings. The planning board on 4/17/17 nominated Davis Peach to represent the Town on the commission. McKeon noted that he would like to have someone from the Selectboard on the commission. Norm VanCor noted he would be willing to serve.

McKeon noted that the protocol is to have the Planning Board recommend someone to the Selectboard to join, so it would be best if the Planning Board recommends Norm VanCor in place of Elaine Levlocke.

Carrier will follow up to check if Elaine Levlocke has been attending meetings and a note will be sent to her regarding stepping down to allow a spot for Norm VanCor.

The board signed a nominating letter to add Davis Peach as a Town Representative to the SWRPC.

OLD BUSINESS

Old Town Office Building

McKeon noted that a year ago we looked at the building and it has gone downhill a lot since then.

Barbara Girs noted that it is stunning that it is a disaster. Girs noted that if it is a disaster it is because nobody kept up with the roof. Girs asked if anyone had checked on the building after the roof was repaired to make sure it was not leaking. Girs noted that there are people that work in this town that do not do anything about these kinds of issues. Girs noted this is one of the few historic buildings left in town and the town just let it go. Girs indicated that next week she will bring in a picture of what this town will look like without that building, noting it is not pretty.

Koopmann noted that maybe there is a company in town that would be interested in fixing up the building and using it as an office building. The Town could turn the building over to someone with the agreement that they restore it and maintain it. Carrier will contact Hodgkins and get an estimate to remove the building.

EMP Grant Scope of Work:

The board is waiting for Mike Chamberlin to get back in touch.

Rescue Inc. Representative:

Carrier has been attempting to find contact information for someone they would like to ask about serving in the Rescue Inc Board of Trustees for the Town of Chesterfield. Carrier has found the contact information and will attempt to get in touch with them.

Committee memberships :

John Pieper did visit the Planning Board noting that he may be interested in joining.

WG Cottage Repairs:

McKeon noted that he spoke with Peter Zampella again while he was at Home Depot getting storm doors and flooring. The flooring has been upgraded to a longer lifespan warranty. McKeon noted that all of the other materials have been delivered and are being stored in the cottage for Craig. Craig indicated he will be working on the cottage on Thursday.

Bruce Beach Settlement:

McKeon stated that the Planning Board looked over the plans and have agreed that the requested changes have been made. The Planning Board voted that the plan does meet Town of Chesterfield drafting Standards.

It was noted that the distinction of Forest Avenue and the date of discontinuance issue is still on the plan. McKeon noted that he did speak with the attorney again and it was his understanding that the plan was to include 2 notes, one stating that it is the opinion of the towns that the road was discontinued in 1985 and another stating that Beach does not agree that the road was discontinued. McKeon noted that Attorney Kasper would not agree to that, so it should be blank, with no "Forest Avenue" indicated on the plan, making the agreement from the Beach property line to the parcels inside and therefore not laying any impediments to anyone in the future.

Carrier provided the board with an email from Jennifer Hartman indicating that the plans in the possession of the Selectboard are not the final plans. Hartwell indicated that the rights of way existing over the private road will be listed and the book and page numbers will be sited.

Koopmann noted that there remains one abutter missing from the plans. Map7, Lot G6 extends into the intersection and is within 200 feet of the Beach property. VanCor noted that although it is confusing, the Town has entered into this agreement and accepted the plans in good faith. The board agrees that the verbiage on the upper part of Forest Ave should be removed and having the easements listed with more detail will be acceptable. Carrier will contact the town attorney and let her know the Selectboard agrees with both changes.

Town Meeting Costs

McKeon waiting for Ege Cordell to call him.

Old Chairs Dispersment

Carrier noted that a couple of chairs were put in the hall by the Town Clerk and he was instructed to get rid of the rest. McKeon noted that he does not remember that. Roscoe stated he remembers the conversation of getting rid of stuff from the back room. Carrier stated there are other things such as a witches broomstick and crafting supplies - all of which does not move

year after year. Carrier will contact the school regarding the supplies. Jeff Scott noted that the hallways at the Town Office Building could use a few more chairs. Carrier will put 3 more sets of chairs in the hallways, Aimee Bruch will be offered 4 sets, as she is the one that requested first, Koopmann can have 4 sets and any remaining chairs will be available on a first come first serve basis. The monthly newsletter will have language on who to contact about getting some of the old chairs.

OTHER BUSINESS

VanCor noted that he and Chris Lord attended a drainage training put on by EJ Prescott. VanCor noted that the training was very interesting and taught a lot of new technology that is used in drainage. VanCor noted that some items could prove useful in Chesterfield.

McKeon noted that he has been pondering a previous suggestion from the public regarding holding two different periods of public input during a meeting and having it written into the agenda. That way there is a clear time for the public to comment. It was noted that many other towns/states already use this method. It was noted that this will be added to the agenda each week and will be mentioned in the monthly email so that the public is aware.

Roscoe noted that the solar group did meet again. John Kondos gave more information and indicated a willingness to help with the process. Roscoe noted that it may be beneficial to go with smaller systems. Roscoe noted that he has notified the school and the library trustees to let them know that the Town is looking into this and some of their property is in the discussion.

Jeff Scott noted that maybe the Town could do something creative with the Old Town Office building instead of tearing it down. Scott mentioned an auction, selling it for a dollar or giving it away, all with stipulations regarding preserving and fixing the building.

McKeon noted that the board is open to ideas if someone was to come up with an idea. VanCor noted it is in motion to have the building demolished, but it will have to be a warrant article so there is time for someone to come up with an idea.

Koopmann suggested that maybe the Keene Sentinel would be interested in doing an article on the building and getting the word out that the Town is open to creative ideas. McKeon will contact someone at the Sentinel.

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

Roscoe moved to go into nonpublic per RSA 91-A:3 II (L) for legal purposes. 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 (a&c)

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

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

McKeon moved to seal the nonpublic minutes. VanCor seconded the motion, which passed unanimously

With no other business to conduct, VanCor moved to adjourn. McKeon seconded the motion, which passed unanimously. The meeting was adjourned at 10:10 p.m.

Respectfully submitted,

Tricia Lachenal
Interim Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date