

**Town of Chesterfield
Board of Selectmen
MINUTES
April 26, 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 telephone. McKeon was not able to attend this meeting because he had to start up equipment at work and couldn't leave. McKeon was alone in the room during his call with the selectboard.

Roscoe moved to allow McKeon to join the meeting. VanCor seconded the motion which passed by majority vote, McKeon abstained.

FOR SIGNATURE

- Manifest #17
- Selectmen Minutes – April 12, 2017 and April 19, 2017
- Intent to Excavate - Cersosimo

APPOINTMENTS

- **6:15 p.m. Lee Brockmann – Town Hall Annex**

Brockmann asked for clarification on the meeting minutes of April 12 regarding the kitchen at the Town Hall. She asked if the kitchen was going to be removed and built somewhere else. McKeon clarified that the building portion of the Annex where the kitchen is located should be removed due to the issues it creates with the water/snow from the town hall roof.

FOR DISCUSSION

- **Suggestion Box**

A question was asked as to why the Conservation Commission doesn't post agendas for their meetings. It was noted that they have the same agenda each month and the Commission will be requested that they post their agendas.

- **Public Comment**

Jeff Scott suggested that the public session be highlighted on the Selectmen's meeting agenda to notify the public that the topic has been added. Roscoe replied that it is included in the Chesterfield Happenings.

- **Selectmen Minutes Review – April 19, 2017**

VanCor moved to approve the April 19 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.

- **Chesterfield Happenings Email Draft**

Roscoe requested that the solar project be added to let the public know that it is being worked on. Roscoe will submit the solar information to Carrier. John Koopmann suggested that swim lessons be noted in the Happenings Email but the board noted that it was a private business.

- **Code Enforcement Report**

The Code Enforcement report was reviewed for the week ending April 22 which included permits issued, field inspections and status on complaints, violations and erosion issues. The board has asked that the code enforcement officer provide an updated report on the Crofut/Kray violations and property issues and Carrier will work with him on the Karapanagiotides property issues.

- **Town Solar Project**

Roscoe reported that the Solar committee discussed three potential sites for the solar project. Some issues coming up are possible rule changes with the public utilities commission this summer with June 10 being the earliest date for rule changes. An Eversource spokesman stated that the town must submit an application before June 10 to be grandfathered in under the old rules. More information is needed before an application can be submitted.

Roscoe noted that consultant John Kondos indicated that there may grant money available for this project. Roscoe will seek a legal opinion to see if an application can be made without going for a town vote. The town would have twelve months from the time the application is accepted to install the solar units. Roscoe will have more information for the May 3 select board meeting. McKeon noted that a public forum or public meeting can be set up to make the public aware of the project.

- **Larkin Way Update**

The selectmen received an email from Jim Larkin stating that he will be installing monuments along Larkin Way. McKeon stated that Larkin needs to be informed that he must meet town standards and the State standards for installing the monuments which can be found in the Land Use regulations.

- **Tax Deeding Properties**

The board reviewed a list of properties for unpaid 2014 property taxes. The owners will be contacted to discuss a resolution for paying the taxes before those properties are tax deeded on May 25.

- **Representative to SWRPC**

Elaine Levlocke will be invited to attend a board meeting to discuss the SWRPC representative position and responsibilities to the Town of Chesterfield.

- **Mr. Beach Property Plans**

The revised private road plan of April 24, 2017 for Bruce Beach was reviewed by the board. The board noted that the driveway crosses the 66 ft. property line on the southwesterly portion of the map. The agreement does not allow the Beach driveway to cross over onto someone else's property. The boundary line indicates 17.54 ft. between the two boundary markers at the end of the property line and the plan indicates that the private road extends beyond the property line. VanCor noted that a description in a deed must also carry over any changes on the map. If David Mann has more information and comes out with a subsequent map, there should be a

note on the plan as to what the change is from his previous map. Documentation must be provided to show that the revised plan is correct.

- **Town Auditors Review**

The town auditors will be at the Town Offices from May 1 through May 3 from 8:30 a.m. to 4:30 p.m. to review the town's finances.

- **Town Hall Closet Stuff**

Chesterfield School Principal Sharyn D'Eon informed Carrier that the school does not own anything that is in the town hall closet. A member from the Friends of Chesterfield School group will be contacted to review items in the closet and will be given a deadline date items to be removed. VanCor suggested that P&R may be interested in any items not claimed to be used by children at Wares Grove Beach.

- **Town-Owned Property – 29 Wildwood Road**

To be discussed at the May 3 meeting.

- **Public Comment**

Jeff Scott suggested sending the Conservation Commission members the agendas of the Planning and Zoning Board hearings so that they can provide input on applications presented.

OLD BUSINESS

Town Hall Annex RFP: Roscoe provided a drawing of the town hall annex to Lee Brockmann that he created on his Cad system.

Old Town Office Building: Estimates will be done on May 1 for demolition of 29 Wildwood Road and the old town office building. McKeon has contact the Keene Sentinel to write a story on the old town office building.

EMP Grant Scope of Work: Waiting for information from OEM director.

Rescue Inc. Representative: Carrier reported that Evan Deutsch is considering the position.

Board/Commissions Appointment: Roscoe's person of interest has one more meeting to attend before making the decision for which board he would like to serve.

WG Cottage Repairs: Roscoe reported that all items have been completed from the punch list, including all the flooring, inside work and office partition with the exception of the storm doors and external window trim. The board approved to replace the Wares Grove cottage refrigerator with a basic refrigerator with a freezer from Manny's and Manny's will invoice the Town. The purchase will be recorded in the rental agreement.

Spofford Hall: An on-site inspection is scheduled for April 27.

Town Meeting Costs: Documentation of expenses of the town meeting were provided to Ege Cordell and Sharyn D'Eon for sharing between the town and the school.

Old Chairs Dispersed: The closet will be cleaned out to be able to remove the chairs.

OTHER BUSINESS

VanCor reviewed the 604b grant that was just signed off by the governor and the executive council with the Conservation Commission on April 24. The grant is at Regional Planning and Lisa Murphy is preparing an RFP to send out to consultants. VanCor will be sitting on the committee to select the consultant for overseeing the grant work.

VanCor gave a drainage presentation to the CCC. The CCC released \$2,000 from the Conservation fund for stipend for a summer intern. VanCor has filled out an application for an intern from Antioch University to help work on the project. Antioch has an intern that VanCor would like to secure to work on the project throughout the summer and possibly into the fall to work collaboratively with the consultant, who will be the driver on this project. VanCor noted that he has 3 or 4 volunteers from the Conservation Commission and Spofford Lake Association to work on the project. The 319 Federal Grant implements everything that is problematic (pollution, drainage, septic, siltation) and works toward resolving those issues. VanCor will try to have EJ Prescott to look at the erosion issues at Wares Grove beach and provide some advice at no cost.

American Legion and Lions Club will contact the town administrator with the request to expend funds on the Patriotic budget. The budget was overspent by double the line item last year.

Roscoe attended the Police Academy graduation last week for Chesterfield police officers Jackson and Magdycz.

Carrier presented an Intent to Cut to the board for their signatures from Dave Allen that came into the office late today.

Carrier requested approval from the board to have a water filtration system installed in the town offices to eliminate the grit that is clogging the filters in the toilets. McKeon will send Carrier information on filter strainer basket system, which will take care of that issue and cost must less than a filter system.

Carrier reported on more Bennett Road issues that pertains to the street light, a trash container in the right-of-way and water hose being extended out in the road. The highway supervisor has been working on those issues with the Bennett Road residents.

The town administrator will forward all Intent to Cuts to the Chesterfield Conservation Commissioners.

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

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

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 8:16 p.m.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date