

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
May 3, 2017**

**CALL TO ORDER**

Vice Chairman Brad Roscoe called the meeting to order at 6:05 p.m. Also in attendance was Norman VanCor and Rick Carrier, Town Administrator. Chairman Jon McKeon arrived at 6:22 p.m.

**FOR SIGNATURE**

- Manifest #18
- Selectmen Minutes –April 26, 2017
- Correspondence – Jackson & Magdycz
- Notices Not to Deed (3)
- Solar Exemption – Harvey
- Yield Tax Certifications – Richter & Allen
- Timber Tax Warrant
- Raffle Permit – Chesterfield School

**APPOINTMENTS**

• **6:15 p.m. Elaine Levlocke – SWRPC**

Levlocke has been attending the SWRPC meetings as the Chesterfield representative. The board has requested that Levlocke provide feedback to them of the Southwest Regional Planning Commission meetings, projects and events. Levlocke reported that the Commission has been working on the annual tax maps, Rt. 9 & 63 Road Audit, which applies to the 10-year plan, the Town Master Plan and the Natural Resource Advisory Committee is working on the grant for the Spofford Lake management plan. Levlocke provided contact information for anyone interested in receiving the Commissions by-weekly emails, newsletters and meeting minutes. McKeon reported that Davis Peach will be serving the SWRPC. Levlocke has agreed to attend BOS meetings on a quarterly basis, or as needed, to keep the board informed of the SWRPC events.

• **6:30 p.m. Peter Zampella – Parks & Rec & Nonpublic RSA 91-A:3 II (b)**

Zampella recently met with Dick Gately, who will be installing a 12x24 ft. Gazebo at Wares Grove, being donated by the Lions Club. The board approved the placement of that gazebo inside the fence under the streetlight next to Wares Grove cottage.

Zampella reported that the posts and fencing have been reset by the parking lot. One valve needs to be replaced to get the water turned on and the North Shore faucets in the bathrooms need to be replaced. The plumbing work will need to be done by a licensed plumber and the faucets will be purchased by Zampella. McKeon noted that the licensed plumber also needs to replace a septic vent cover at the pumping station.

A new refrigerator has been installed in the cottage. The storm doors were installed upside down and will need to be rectified. The wood around two storm windows will need to be replaced.

Baseball: There were three T-ball teams, one rookie league team, two minor league teams and no major league team this year.

Basketball: Parents helped to coach and referee the teams.

*Roscoe moved to go into non-public per RSA 91-A:3 II (b) to discuss hiring. VanCor seconded the motion, which passed unanimously.*

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

## FOR DISCUSSION

- **Suggestion Box**

A suggestion was made for music to be played during nonpublic sessions.

McKeon stated that the board has added two Public Comment sessions during the weekly meetings and will be limiting public comments to those two sessions.

- **Public Comment**

Roscoe reminded the public to address the table and not each other. Jeff Scott asked how the solar exemption affected his taxes. Roscoe replied that an exemption is given on the cost of the (solar) system up to a certain amount. The value of the home will be increased because the property owner has installed the system, with the solar exemption offsetting the value up to \$20,000.

Scott reported on a North Shore Road property of having a large amount of debris around the property. The house has been under construction for approximately 15 years.

- **Selectmen Minutes Review – April 26, 2017**

*Roscoe moved to approve the April 26 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 29 which included permits issued, field inspections and status on complaints, violations and erosion issues. The board has requested that the code enforcement officer work on the Crofut/Kray violations and property issues.

- **Summer Meeting Schedule**

The selectmen will meet every Wednesday through May 31. The summer meeting schedule will start on June 7 with no meeting on that date and will alternate every other week for meetings, unless an unexpected meeting will be called. The regular weekly meetings will reconvene on September 6.

- **Tax Deeding Properties**

The selectmen have been attempting to contact property owners to discuss the delinquent property taxes. Those properties will be tax deeded if taxes aren't paid by May 25, 2017.

- **Bonds/Letter of Credits Update**

The following projects have requirement deadlines that are due to the town:

Project	Due Dates	Requirement
McKenna Way Ravine	5/25/2017	\$6,300 Warranty Bond
Larkin Way	6/20/2017	Letter of Credit
Browne Limited (Atherton Hill Rd)	6/7/2017	Cistern Bond

The McKenna Way and Larkin Way responsible parties have been contacted to remind them of the requirements to the town. The Browne Limited owner will be contacted to provide a bond on by May 30, 2017 before the bond is called. The first home being built may not have received the certificate of occupancy by the June 7 deadline.

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

The board will be receiving a demolition estimate within a week from Hodgkins & Sons. Wilfred Richardson is interested in making an offer on the property if it goes out to bid again. The property will be advertised and demolition costs will be reviewed.

- **NHMA Conferences**

Fifteen people have signed up for the NHMA workshop being held at the Town Hall on May 16 for board and committee members of Chesterfield. Reminders will go out to committee and board members of the deadline for attending.

- **Town Solar Project**

Roscoe reported the kilowatt hours on town owned property was over 130,000 hours metered in 2016. The hours don't include Chesterfield or Spofford fire departments. Roscoe recommends that if a solar system is going to be set up, it should cover 85% of the total usage. In order for the systems to be included in Group Net Metering they must be on the Eversource power supplier, which the Transfer Station and the Town Offices are not.

The Melanson Company provided a budgetary proposal for a ground mounted solar PV system for a 92.4 kW system that would produce approximately 143,000 kW hours. The budgetary cost is \$405,000 which includes engineering, procurement and installation, a 6 ft. tall chain link fence around the perimeter and a pad mounted transformer. The unit would fit on town owned property on Stage Road, which would meet all the setbacks.

The Solar committee will be meeting with John Kondos on May 5 to gather more information on this project. The school will be receiving a presentation on the solar project.

- **B2VT Bike Ride**

The board gave approval for the B2VT group to run their annual event through Chesterfield on Saturday, June 10, providing that they contact the Chesterfield Police Dept. for coverage.

## **OLD BUSINESS**

Town Hall Annex RFP: ADA bathrooms. No additional information from Brockmann.

Old Town Office Building: McKeon will contact the Keene Sentinel to write a story on the old town office building. Waiting on demolition quotes.

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

Rescue Inc. Representative: *McKeon moved to appoint Evan Deutsch to the position of Rescue Inc. representative. The motion was seconded by Roscoe, which passed unanimously.*

Board/Commissions Appointment: *McKeon moved to appoint John Piper as alternate to Planning Board. VanCor seconded the motion, which passed unanimously.*

WG Cottage Repairs: Closed out roof repairs.

Spofford Hall: Nonpublic discussion of on-site inspection of April 27.

Bruce Beach Settlement: Nonpublic discussion.

Town Meeting Costs: No contact from the school.

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

- **Public Comment**

Jeff Scott inquired as to whether the Conservation Commission receives copies of building permits. The answer is not at this time.

Scott asked about the process of bidding on 29 Wildwood Road and if restrictions could be put on that property to create a non-buildable lot if the current building is demolished.

## **OTHER BUSINESS**

VanCor reported that he will be meeting with EJ Prescott on May 9 at Wares Grove and North Shore beaches for quoting purposes of the erosion issues. VanCor also reported that the Conservation Commission and Code Enforcement representatives attended the site visit on April 30 along with the ZBA. VanCor met with the auditors this week and they will submit their audit report to the town in July.

McKeon and Roscoe will review documents that were prepared by VanCor of responsibilities of the Conservation Commission. It was suggested that the Conservation Commission meet with the selectmen to discuss their involvement for protecting the natural resources in Chesterfield.

McKeon reported that the Planning Board met to discuss the Andersen request for a condo conversion from single ownership of the cabins as a major subdivision.

Carrier announced that the Economic Development Committee meeting was canceled, due to lack of enough members who could attend.

The board signed a raffle permit for the Friends of the Library that came to the office too late to list on the agenda.

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

*McKeon 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 10:14 p.m.*

Respectfully submitted,

Patricia Grace  
Secretary to the Selectboard

Approved by:

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Jon P. McKeon, Chairman

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date