

**Town of Chesterfield
Board of Selectmen
MINUTES
June 28, 2017**

CALL TO ORDER

Vice Chairman Brad Roscoe called the meeting to order at 6:00 p.m. Also in attendance was Norman VanCor and Rick Carrier, Town Administrator.

Roscoe opened the meeting by welcoming everyone and explained the process of the meeting. Selectman Jon McKeon requested to join the meeting via Skype. McKeon had a late work meeting that prohibited him from attending this meeting. McKeon was alone in the room during his call with the select board.

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

FOR SIGNATURE

- Manifest #26
- Selectmen Minutes – June 14, 2017
- Duston Correspondence
- Pole License - Eversource
- Residential Occupancy Agreement – WG Cottage
- Notice to Former Owner Tax Sale – Wildwood Road Property
- Kray Correspondence
- Unlicensed Dog Warrant

APPOINTMENTS

• **6:15 p.m. Kristin McKeon – Town Office Pet Policy**

Kristin requested that the board revisit the pet policy to allow pets on town properties and noted advantages for allowing pets. She stated that dogs are still coming into the building and the policy is not being enforced. She noted that service dogs are exempt from the policy and that a dog owner can be asked if a dog is a service dog but can't be asked why it is a service dog. Roscoe asked that Kristin do more research on the issue for further discussion.

• **6:30 p.m. Joe Warhall – Bennett Road**

Warhall presented an estimate for work he is requesting to have done on Bennett Road. The board requires more specific written information for that work, i.e. type of materials to be used on the road, the area for the work to be done showing a drainage pattern and how the work will help with siltation, slow down water flow and prevent erosion.

• **6:45 p.m. Richard Diesl – Bennett Road**

Diesl requested approval to hire a contractor to work on Bennett Road to alleviate water issues and siltation to the lake. Diesl stated that the retention pond was removed at the top of Bennett Road around 1990 that has caused more water flow on the road. The board requested more information for materials used on the road project, size of replacement culverts and a diagram of where work would be done. McKeon suggested that the contractor use DOT 303 or 304 mix for the finish. Chris Lord will review documents to be presented.

- **7:00 p.m. Public Hearing – Gazebo Gift from Lions Club**

Roscoe announced that the public hearing was to accept the gazebo as a gift of personal property from the Chesterfield Lions Club to the town in celebration of the 100 anniversary of the Lions Club. The gazebo will be placed at Wares Grove as a gathering place for concerts and to be utilized for P&R programs. Marty Mahoney noted that the gazebo will also be in memory of John Schlichting.

McKeon moved to close the public hearing. VanCor seconded the motion, which passed unanimously.

The board thanked the Lions Club for the generous donation to the town.

VanCor moved to accept the gift of the gazebo from the Lions Club as shown on the sketch. Roscoe seconded the motion.

McKeon noted that the board has heard public input at this meeting and the questions that were asked have been answered by the Parks & Rec director and others who use the beach.

Vote called: McKeon – Yes; Roscoe – Yes; VanCor – Yes

The motion passed by unanimous vote.

Carrier stated that, in anticipation of passing a motion of an acceptance, he has filled out a Shoreland Permit by Notification, which is required to place a permeable structure within 150 ft. of the shoreland and it has been reviewed by the code enforcement officer.

VanCor moved to authorize Brad Roscoe to sign the permit on behalf of the Board of Selectmen. The motion was seconded by McKeon, which passed unanimously.

- **7:10 p.m. Peter Zampella – P&R Director & Nonpublic RSA 91-A:3 II (a,b,c)**

Roscoe moved to go into Nonpublic 91-A:3 II (a,b,c) 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 to offer Bennett Road to the Town of Westmoreland, free of charge.

- **Public Comment**

Jeff Bauer noted that there are large amounts of brown sediment draining into the lake from the boat landing and the waterfront properties along Route 9A. Roscoe stated that the board is working with NHDES. VanCor noted that a grant has been signed by the governor and a consultant has been hired through the Southwest Regional Planning Commission to identify where the drainage and pollution is coming from that drains into the lake. An EPA federal grant will be implemented to correct those problem areas.

Anthony Martini, Jr. stated that he has concerns with the rental of kayaks from Wares Grove beach near his dock.

Jeff Scott requested that the board allow public comments during the discussion of the fireworks ordinance.

- **Selectmen Minutes Review – June 14**

VanCor moved to approve the June 14 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.

- **Spofford Hall 155-B:2 Order**

Roscoe moved to approve the 155-B:2 Order for Spofford Hall. McKeon seconded the motion, which passed unanimously.

Carrier explained that the 155-B:2 Order is to declare that the Spofford Hall building is a hazardous building and to start court proceedings.

- **Chesterfield Happenings Draft**

The board made amendments to the Chesterfield Happenings draft. VanCor provided information on State regulated guidelines for transporting firewood over state lines and requested that that information be included in the Chesterfield Happenings and posted on the town's bulletin board.

- **Code Enforcement Reports**

The Code Enforcement activity reports were reviewed for the weeks ending June 17 and June 24. The reports included permits issued, field inspections, assembly reviews, water testing and status on complaints, violations and erosion issues, including erosion at both town beaches and copies of communication letters with photos of activities to property owners.

- **North Shore Beach**

The North Shore beach was closed on June 22, due to safety issues. VanCor noted DES provided verbal approval to repair the erosion in the parking lot, due to road runoff, with approval date for completion of that work by June 30. The Highway Dept. will do the parking lot repairs, clean out the drains and replace the steps this week. The retaining wall has been undermined and is leaning, which requires DES approval and will take more time to repair. Temporary fencing will be set up around the retaining wall areas for the beach to be opened by the July 4th weekend. "Keep Out" signs will be posted in unsafe areas.

Roscoe moved to allow the Highway Dept. to make the parking lot repairs and repair steps and to charge the Expendable Trust to fix the parking lot at the top, clean out the culvert, repair the two steps on the building and put up a fence and signage around the lower wall. The motion was seconded by VanCor, which passed unanimously.

McKeon noted that steps need to be taken to get the beach opened safely. There are building repairs that need to be addressed and erosion issues. The permanent erosions issues will need to be addressed through DES that will require engineering. Roscoe noted that the support beams and other issues need to be addressed to the building and the drainage issues will be long term. VanCor stated that the drainage system that was previously put in place is not adequate.

Two quotes should be provided to replace the support posts and roof repairs on the building at the beach.

- **Town Beaches Erosion Control**

VanCor provided copies of a proposal from Bell Engineering to put in a swale and storm check chambers at both beaches. Bell will provide the drainage, sediment and erosion control plans and submit them to DES. All work will be completed within 30 days for \$3,850 for both beaches. That work can be completed by the end of the summer but does not include brook water runoff from the abutter's property at Wares Grove beach which will be handled by Code Enforcement and Conservation Commission.

Roscoe moved that the board accept the proposal of Bell Engineering to use the funds relative to this project. VanCor seconded the motion which passed unanimously.

- **Solar Project Timeline**

Roscoe stated that he and Bayard Tracy worked on the financial analysis for the solar project. He noted that the package needs to be financially viable with the investors, which will need to have a gift or a grant of \$50,000 for the project to move forward. The deadline for filing for the grants is March 30, 2018. A town meeting will be needed to negotiate with the investors. McKeon suggested that a summer invitational meeting be set up before Labor Day to inform the residents of the solar project and the town revaluation.

Roscoe moved to rescind the special town meeting of July 19, 2017. VanCor seconded the motion, which passed unanimously.

The Planning Board advised Roscoe to submit an application to the ZBA from the Board of Selectmen for a hardship for use on the property for the solar panel project. A draft of that application was reviewed and the deadline for the submittal of final application to the ZBA is July 18. Roscoe will file the application as the representative for the Selectmen.

- **Fireworks Ordinance - Draft**

The draft fireworks ordinance would allow fireworks by permit only. It was suggested that the selectmen meet with the fire chiefs and the police chief to discuss how the permit requests would be approved. VanCor suggested that a special section be included in the ordinance to emphasize the importance of Spofford Lake. Roscoe suggested that other explosive materials, i.e. tanzanite, should be considered in this ordinance. The ordinance will be on the Selectmen's agenda for July 12.

- **Spofford Lake Association Invitation**

The selectmen were invited to the annual SLA dinner/meeting being held on July 6 at the Yacht Club.

- **Special Town Meeting and/or Revaluation Postcard**

It was suggested that notices for the special town meeting be posted in the newspaper, at the bank, library, post offices, transfer station and on the town's website. The evaluations have already started and the evaluation process by the assessors was discussed.

- **Property Tax Abatements**

The board reviewed the abatement recommendations from M&N Assessing Services, LLC for the following applications:

1. **Eaton - 231 Route 9A** – Recommended to Grant – Most notable is the upper-most level was assessed as finished, when in fact, it wasn't.

Map & Lot

5L A012 Previous Assessment \$1,324,500 Revised Assessment \$1,169,300

Roscoe moved to grant the abatement recommendation of Dave Marazoff from M&N Assessing Services, LLC. The motion was not seconded. The motion was denied for lack of a second to the motion.

2. **Cormier, William M. & Sandra – 20 Lone Pine** – Recommended to Grant – The percentage of completed construction was reviewed during inspection.

Map & Lot

5E D3 Previous Assessment \$109,900 Revised Assessment \$87,100

McKeon moved to accept the abatement recommendation of Dave Marazoff from M&N Assessing Services, LLC. VanCor seconded the motion, which passed unanimously.

- **Economic Development Committee**

VanCor announced that the EDC met on June 15. It was suggested that EDC discuss housing options, based on the master plan, in addition to attracting businesses to the town and act as a historic district commission at their future meetings. VanCor suggested that EDC meet with the BOS on July 12.

- **Damage Tree at Boat Launch**

The board viewed photos taken of tree damage at the Spofford boat launch caused by an accident on June 25. The driver's insurance company will be contacted to cover the cost to have the tree removed.

- **Conservation Commission Membership**

The board agreed that VanCor would talk with Pam Walton and Kristin McKeon about Conservation Commission goals and their philosophy on Conservation Commission duties and responsibilities. The selectmen will discuss the appointments of a full member and alternate at their next meeting.

- **Attorney Little's Request**

The board had no issues for Attorney Little to represent an applicant to the Planning Board.

- **Old Town Hall Benches**

The board gave approval of the remaining nine benches from the old town hall to go to individuals who had requested them in writing.

- **Ice Cream Vendor Approval**

The Planning Board is looking into a process for allowing vendors to sell ice cream in town.

- **Next Week's Manifest**

The manifest should be ready for BOS signatures by the end of the day on July 3.
VanCor moved to empower Brad Roscoe to sign the manifest on behalf of the BOS for the week of July 3. McKeon seconded the motion. Motion passed.

OLD BUSINESS

Committee Memberships: Vacancies in EDC & Alternate ZBA. VanCor drafted a letter of appreciation to Tom Duston, outlining his accomplishments for his work on the CCC.

29 Wildwood Rd.: Notice of Sale has been signed by BOS.

McKenna Way Ravine: Follow up with Mr. Holden.

OTHER BUSINESS

VanCor attended the annual Southwest Region Planning Commission meeting in which the speakers did a presentation on the block grants. The commission has hired FB Environmental Associates as consultants for Spofford Lake grant to evaluate drainage and pollution.

VanCor reported that the Spofford Fire Commission met on June 17. Their new heating and cooling system is almost complete.

VanCor attended the CCC meeting on June 26 whereby they discussed selling the brush hog. Carrier noted that they will need BOS approval to sell government assets.

McKeon reported that the Planning Board reviewed Mr. Lanoue's Route 9 property drawings on June 19 and determined that they were not complete enough to move forward. The Planning Board will be seeking counsel for direction on the property line adjustment for the Namaschaug Landing request.

Roscoe reported that he and VanCor recently attended a budget training session. Carrier attended a recent MMANH conference on June 15 & 16. Grace attended a welfare seminar in Concord presented by NHMA attorneys on June 15.

Chief Chickering reported that one of his patrol cars received front end damage when it hit a raccoon.

Senator Jay Kahn's office has made arrangements for Stone's Mill Road to received two loads of gravel for maintenance on that road.

- **Public Comment**

Jill Diesl reported that she observed her neighbor blowing leaves into water flowing into the lake. She inquired as to how a message get out to residents around the lake be notified them that this causes more vegetation to go into the lake. VanCor suggested that she document those details and provide the information to the Spofford Lake Association.

Jeff Scott inquired as to where he can turn to appeal a denial for a roof top solar system. McKeon replied that if the denial was from Code Enforcement, it should be addressed with the ZBA and if it was denied was from the fire department, it should be address with the State fire marshal.

With no other business to conduct, VanCor moved to adjourn. McKeon seconded the motion, which passed unanimously. The meeting was adjourned at 10:20 p.m.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date