

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
August 2, 2017**

**CALL TO ORDER**

Vice Chairman Brad Roscoe called the meeting to order at 6:00 p.m. Also in attendance were 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 change in his work schedule 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 #30
- Selectmen Minutes – June 28, 2017 & July 19, 2017
- Anderson Correspondence
- Eversource Pole License
- Intents to Cut (4) – Kinson, Corliss, Kray & Hampshire Timber
- Appointment Paper – Conservation Commission

**APPOINTMENTS**

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

McKeon presented a draft of the Dog Policy and a guideline for allowing dogs in the workplace. The current town pet policy does not allow pets in the town owned buildings, except for service dogs. McKeon noted that a Dog Policy would allow residents to bring their controlled dogs into the buildings. McKeon will provide an electronic draft to the board for editing of the proposed policy.

• **6:30 p.m. Economic Development Committee**

EDC Chairman Jon Starbuck stated that the committee would be willing to do project work with the Board of Selectmen in relation to the new Master Plan improvements for the town. Starbuck will draft changes to the EDC Charge to be presented to the BOS.

• **7:00 p.m. Public Hearing – Parks & Rec Commission Membership**

The board accepted a letter of resignation from Joanne Condosta from the Parks & Rec Commission. McKeon noted that there will not be a public hearing with the resignation of Condosta.

*Roscoe moved to appoint Fran Shippee as a member of the Parks & Rec Commission. VanCor seconded the motion, which passed unanimously.*

**FOR DISCUSSION**

• **Suggestion Box**

A suggestion was left to have a large boulder placed at the corner of the Town Offices parking lot. Carrier noted that the Highway Dept. was going to be placing a delineator at that location.

Another suggestion was made to discontinue the fireworks ordinance plans. The fireworks ordinance is scheduled to be discussed as scheduled at this meeting.

- **Public Comment**

Jeff Scott suggested that public comments be allowed during the fireworks discussion. The board requested that only new information would be allowed.

John Koopmann requested that property Map 7 and 8 be updated in the Selectmen's Office. Koopmann presented a list of changes that he feels should correct the maps and he prepared a map with those changes. McKeon suggested that Koopmann work with Carrier to correct the maps. Koopmann stated that the new mailbox is outside the property line to the Beach property.

Barbara Girs requested approval to allow local produce to be sold on Saturdays on the old town office property. She also offered to organize and oversee the event. Girs will provide more information to the board at the August 9 meeting.

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

*Roscoe moved to approve the July 19 meeting minutes as presented. VanCor seconded the motion, which passed unanimously.*

- **Monthly Chesterfield Happenings Email**

It was suggested that notification be given to residents of scheduled road repairs, including start dates and street names.

- **Code Enforcement Reports**

The Code Enforcement activity reports were reviewed for weeks ending July 22 and 29. The reports included permits issued, field inspections, assembly reviews, erosion issues, sign review, complaints and violations. It was noted that the issue on the Kalich property was the renting of an illegal apartment and not the septic system. A letter needs to be sent to the owners to include a date for compliance.

McKeon will discuss the Perkins sign ordinance issues on August 7 at the Planning Board, which will be attended by the CEO. The board requested that action be taken on the LP tank violations, Roof's noncompliance from a ZBA decision and extra apartments at the Karapanagiotides property.

- **Summer Informational Meeting Preparation**

The Summer Informational Meeting is scheduled for Wednesday, August 23 at 7:00 p.m. at the Town Offices hosted by the Board of Selectmen. David Marazoff of M&N Assessing Services will be available to discuss reevaluation of properties. Other topics to be covered will be the proposed solar project, Spofford Lake siltation/erosion plans, added police position, committee opening positions and fireworks ordinance.

- **Fireworks Ordinance - Draft**

McKeon noted that the ordinance must be town wide and not designated for sections of the town. VanCor stated that permits would give the opportunity for enforcement of firework regulations.

The board opened the meeting to the public for their comments. Sandy Harris asked if there would be a limited amount of permits given. James Corliss suggested that the permits be simplified. Jeff Scott suggested that permits be limited to a certain number of days and suggested that fine violations increase to \$250. Chief Duane Chickering suggested that the ordinance include what is necessary and reasonable. He noted that State Statue RSA 644:2 is

currently in place that pertains to disturbing the peace for disorderly conduct. He added that a resident can report the disturbance at a certain property for the police to enforce.

The board provided an overview of the draft ordinance. Suggested changes will be considered and editing of the ordinance will be scheduled for discussion at the August 9 meeting.

- **Additional Highway Funding**

The town has received \$129,263.03 as additional Highway Block Grant. There needs to be a public hearing to accept these funds and a general purpose will be determined for expending those funds.

- **Town Beaches Erosion Control**

VanCor presented drawing plans for erosion control at Wares Grove provided by Ron Bell. Bell will provide VanCor with an erosion and storm water control agreement before next week's BOS meeting. McKeon will provide a cost estimate for the project.

- **McKenna Way Ravine Bond**

A civil engineer will be hired to review the stabilization on the McKenna Way ravine.

- **Conservation Commission Membership**

*VanCor moved to appoint Pam Walton as a full member to the Conservation Commission. The motion was seconded by Roscoe, which passed unanimously.*

- **Spofford Lake Boat Launch Tree**

A claim has been made to the insurance company of the truck driver who damaged the tree at the boat launch. Research on the RSA will be reviewed for removal of the damaged tree.

- **Mr. Beach Gate Knox Box**

McKeon has a sketch for setting up the Knox box for a residential property. The mounting plate will be attached to the pole.

- **Municipal Bond Rates**

The 2017 Series B Bond Sale results were reviewed for interest rates with the NH Municipal Bond Bank on 5-year increments.

## **OLD BUSINESS**

Town Hall Annex RFP: VanCor met with Neal Jenness to discuss the Annex project. Jenness suggested that a better fact sheet and a larger sketch sheet for the Annex be brought to the Budget Committee. Project tabled to the next town meeting.

Old Town Office Building: 2018 warrant article to demolish. The BOS will be looking for options from the Informational Town Meeting.

EMP Grant Scope of Work: Roscoe has a draft.

Committee Memberships: Vacancies in EDC & Alternate ZBA. John Zannotti is interested in the ZBA Alternate vacancy. Carrier has an interested person to fill the EDC vacancy.

Spofford Hall: Signed 155-B:2 order sent to town attorney.

Town Meeting Costs: No received return call from Ege Cordell.

29 Wildwood Rd.: Prior owner has signed certified document. Notice of Sale will be posted and abutters will be notified.

McKenna Way Ravine: McKeon requested Carrier to send an email notice to Michael Cersosimo letting him know that the town understands and would like to expedite the process also. The town is contacting three different civil engineers for availability to look at the ravine.

## **OTHER BUSINESS**

The Historical Society is looking into raising funds to purchase the Stone House on the corner of Rt. 9 and 63.

McKeon suggested that the Parks & Rec Director, Highway Dept. Supervisor, Chief Chickering or Lt. White and Code Enforcement officer be present at the Summer Informational meeting.

Roscoe noted that he will be meeting with the solar committee on August 8.

Carrier stated that Paul Wilson of NHDOT is aware of the erosion at the protective stream and the fencing by J&J Discount.

- **Public Comment**

Jeff Scott suggested a moratorium on logging in the town. He noted that 1,005 acres of woodland was cut from January through November in 2016.

John Koopmann requested more signage be set up near the boat ramp at the lake. A letter will be sent to the State to replace all the missing signs from the boat launch and parking area.

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

*Roscoe moved to go into non-public per RSA 91-A:3 II (e&L)*

*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 minutes until August 18, 2017. The motion was seconded by VanCor and passed unanimously.*

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

*Roscoe moved to go into non-public per RSA 91-A:3 II (a&c)*

*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.*

*With no other business to conduct, VanCor moved to adjourn. McKeon seconded the motion, which passed unanimously. The meeting was adjourned at 10:55 p.m.*

Respectfully submitted,

Patricia Grace  
Secretary to the Selectboard

Approved by:

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Jon P. McKeon, Chairman

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Date

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Brad Roscoe

\_\_\_\_\_  
Date

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Norman W. VanCor

\_\_\_\_\_  
Date