

**Town of Chesterfield
Board of Selectmen
MINUTES
August 9, 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 an early morning work schedule and could not leave. 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 #31
- Selectmen Minutes – August 2, 2017
- Appointment Papers – CCC & P&R

APPOINTMENTS

• **6:30 p.m. Peter Zampella – P&R Director**

Zampella presented a summary report for P&R activities from January 1 through August 9, 2017 with total net sales of \$100,325.55. Zampella reported that there are 87 recreation campers signed up this season. He has a permit to have the gazebo installed. Joe Hanzalik will be doing the trench digging for the wiring. McKeon instructed Zampella to contact Dig Safe before the trench work is started. McKeon also requested that Zampella email him a list of repairs needed for the Wares Grove cottage.

Roscoe moved to go into non-public per RSA 91-A:3 II (b) hiring

VanCor seconded the motion, which passed unanimously.

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

• **7:00 p.m. Bennett Road Proposals**

The board reviewed the road agent's proposal recommendation for the Bennett Road repairs. The board felt that the lower portion of the road should remain as it is now and that repairs would be needed on the upper portion of the road from the pavement to just beyond the entrance to Warhall's property. A turnaround must be available for vehicles at that location. The road must drain south into the existing drainage ditch. The sump also needs to be cleaned from the catchment. The board requires that the contractor follow the NHDOT best management practices. McKeon requested information be provided on the work to be done on the swale to slow down the volume and velocity of the water. The contractor must provide an insurance binder to the town. The Board of Selectmen takes no responsibility for issues that occur on this road project. The contractor must provide an insurance binder and a detailed proposal must be submitted to the Selectmen's office for review prior to the start of any work.

Roscoe moved to empowered Jon McKeon to act on behalf of the board to approve the materials and the work being done on Bennett Road. VanCor seconded the motion, which passed unanimously.

- **7:15 p.m. Public Hearing – Larkin Way**

Present: Attorney Michael Bentley, James and Michelle Larkin

Bentley stated that he and his clients have completed all the requirements of the town for the construction of Larkin Way. Bentley has offered to take all three deeds to be recorded, pay the recording fees and return them to the town administrator.

VanCor moved to accept Larkin Way as a town road, effective August 10, 2017 at noon. Roscoe seconded the motion, which passed unanimously.

The board approved that Bentley record the deeds and return copies to the town administrator.

FOR DISCUSSION

- **Suggestion Box**

None submitted.

- **Public Comment**

Bennett Road resident Mary Kmet-Campbell reported on the history of the runoff water issues on Bennett Road. She has lived on Bennett Road for over 30 years.

John Koopmann inquired as to whether anything has been done regarding the signage at the boat ramp and parking area. Carrier noted that the DOT signage supervisor will look at those areas to determine what needs to be done. Koopmann also asked when the nonpublic BOS minutes will be available for the public. Carrier stated that the minutes of 2000 through 2016 are now being reviewed to determine what can be unsealed. Koopmann requested that draft meeting minutes be on the town website. Draft minutes can be requested from the Selectmen’s office before they become approved.

Barbara Girs suggested that fireworks only be allowed on weekends. Jeff Scott has concerns as to whether the police department will be able to take care of all the violations.

- **Selectmen Minutes Review – August 2, 2017**

Roscoe moved to approve the August 2 meeting minutes as amended. VanCor seconded the motion, which passed unanimously.

- **Code Enforcement Reports**

The Code Enforcement activity reports were reviewed for the week ending August 5. The report included permits issued, field inspections, assembly reviews, complaints and violations. The board requested that the CEO reissue a letter to Kalich notifying them of a compliance date for their violation. The board also requested that all violation letters include a compliance date.

- **Fuel Oil Bids**

The following fuel bids were received for the 2017-18 season:

Company Name	#2 Fuel Oil Pricing/per gallon	Kerosene Pricing
Barrows and Fisher Oil Co.	\$2.005	\$2.395
Ciardelli Fuel Co.	\$1.899 - 10 month budget	N/A
Dead River Co.	\$2.0287	\$2.394

The bid was awarded to Barrows and Fisher Oil Company.

- **Red Clover Rovers Running Club – Use of Town Grounds**

McKeon moved to allow Red Cover Rovers Running Club to use the Chesterfield Fire Station grounds for their race activities on September 17. The motion was seconded by VanCor and passed unanimously.

- **Farmers Market Follow-Up**

A draft of the ground rules for the farm and garden market was presented by Barbara Girs to be held on the old town offices property. Only Chesterfield, West Chesterfield and Spofford residents will be allowed to sell their produce. Jeff Scott and Girs will coordinate the committee.

Roscoe moved to allow a farmers market on the old town office property to be controlled by the farmers market committee based on the submitted ground rules. The motion was seconded by VanCor, which passed unanimously.

- **ZBA Membership**

Roscoe moved to allow John Zannotti to fill the alternate position to the ZBA. VanCor seconded the motion, which passed unanimously.

Carrier will send a reminder to all boards and commissions that all members being appointed to a position must be sworn in for those positions by either a select board member or the town clerk prior to sitting on those boards/commissions.

- **McKenna Way Ravine Bond Update**

Chris Lord is scheduled to meet with an engineering firm representative at the McKenna Way site next week to review the ravine. Mike Cersosimo will be notified.

- **Atherton Hill Road Development Bond**

One of the Browne Limited lots has been sold and the new owner wants to build a home on the property. Prior to issuance of a building permit the owner must submit a bond in the amount of \$10,000 to protect the road from damage per the restrictive covenant. The town attorney made one change to the bond that was submitted to the town.

McKeon moved to empower Rick Carrier to approve the bond with the change made. The motion was seconded by Roscoe, which passed unanimously.

- **Pet Policy**

The board modified the draft dog policy. All dogs will be on a maximum 6 ft. leash. If dogs are not on a leash, they must be in a secure carrier of some sort and must remain in carrier or behind closed door throughout time on town owned/occupied property/buildings.

VanCor moved to accept the new dog policy as amended. Roscoe seconded the motion, which passed unanimously.

- **Fireworks Ordinance - Draft**

Tannerite is viewed to not be fireworks but is an explosion and will not be included in the fireworks ordinance. Changes were discussed and the ordinance will be reviewed at the August 23 select board meeting.

- **Forest Ave./Glebe Road Tax Map Concerns**

The board thanked John Koopmann for his efforts on working on getting the maps corrected. This will be tabled for the August 23 Selectmen's meeting.

- **Town Beaches Erosion Control**

VanCor will meet with Ron Bell on August 11. VanCor requested that Bell concentrate on the natural drainage between South Shore Drive and the septic system where the natural runoff is located to direct the water flow that goes to the brook. McKeon suggested that a Redi rock wall be installed at Ware's Grove if DES doesn't require the perched beach option. The board will meet at the North Shore Beach on August 19 at 9:00 a.m. to view the parking lot and swale to view how the water is traveling.

- **Next Week's Manifest**

Roscoe and VanCor will be available to sign the manifest next week.

OLD BUSINESS

Town Hall Annex RFP: ADA bathrooms, town meeting.

Old Town Office Building: 2018 warrant article to demolish.

EMP Grant Scope of Work: Roscoe to meet with Mike Chamberlain, OEM Director.

Committee Memberships: Vacancy in EDC.

Spofford Hall: Signed 155-B:2 order sent to District Court.

Bruce Beach Settlement: Property owner must purchase the Knox box. Town will reimburse the owner.

29 Wildwood Rd.: Sale is being advertised and abutters have been notified.

McKenna Way Ravine: Seeking engineering firm to look at the ravine.

OTHER BUSINESS

VanCor will be meeting with SLA President Steve McGrath on August 11 to discuss the Spofford Lake Grant. They will be seeking an up-to-date listing of property owners around the lake, which should include all properties for Map 5 and North Shore Road.

VanCor reported that the Spofford Fire Dept. is putting together a rental policy for the fire department. All proceeds should go into their general fund.

Roscoe met with the Solar Committee on August 8. He noted that there are four individuals who are interested in the solar project. Roscoe and John Kondos will meet on August 11 to finalize the investor's spreadsheet. The State rebate has been temporarily discontinued.

Roscoe reported that he met with the ZBA on the application for the solar array on the Rt. 63 property. The ZBA members have asked Roscoe for more information on noise, runoff from the property, visual barriers, possibility of reducing the height of the solar panels, etc. The ZBA hearing has been continued to September 12.

McKeon reported that he recused himself from the Lanoue case at the Planning Board hearing on August 7. The Planning Board gave Lanoue a list of deficiencies that were omitted from his plans. Lanoue stated that he has already installed 1,000-gallon underground tank and other construction that has been performed within the building, all without permits. The Lanoue hearing has been continued to August 21.

McKeon reported that the Planning Board also discussed the Donahue suit and the Planning Board acknowledged that the legal fees will be paid by the applicant.

VanCor noted that the sheriff served with papers to Lucky Evans, as a member of the ZBA. The papers were a result of an appeal of Express Natural Gas for a ZBA decision to deny a request for a rehearing. Carrier will hire an attorney to represent the ZBA on this issue. A memo will be sent to all board and commission members on how to proceed when being served papers as a board or commission representative.

- **Public Comment.**

Jill Diesl asked if a permit was required to rent a house or cottage. McKeon replied that if it is a single family house, a permit is not required.

John Koopmann suggested that roads causing erosions should be investigated either during or just after a heavy rain.

Koopmann requested that he be allowed to take an original plan that Ron Bell had submitted to the Planning Board on the Lanoue property on Rt. 9. It was suggested that electronic copies be made of those documents or an extra copy be submitted with each application in the future.

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

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

VanCor seconded the motion, which passed unanimously.

Roscoe moved to come out of nonpublic. 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 9:58 p.m.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date