

**Town of Chesterfield
Board of Selectmen
MINUTES
August 23, 2017**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:02 p.m. Also in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #34
- Selectmen Minutes – August 2, 2017 & August 9, 2017
- DRA MS-1 Extension Request
- Donahue, Tucker & Ciandella Engagement Letter

APPOINTMENTS

• **7:00 p.m. Summer Invitational Meeting**

The Summer Invitational meeting was moved to the Town Hall because of the number of people in attendance. McKeon welcomed all who attended the meeting and introduced the board members, all department heads and special guests present.

Roscoe provided information on the broadband project, which was proposed at the annual meeting in March for improving the broadband coverage.

Roscoe explained that the purpose of the solar project was to bring solar array to the town and the benefits it would have for the town. The proposed town-owned site for the project is located at the corner of Rt. 63 and Stage Road. A variance request has been submitted to the ZBA.

VanCor noted that a \$50,000 grant has been awarded and thanked the Spofford Lake Association and their volunteers for working on the project. The grant is intended to identify where siltation and septic loads are going into the lake. A consultant has been hired to work on this project. VanCor and SLA will be looking for 15-20 volunteers to conduct a water quality survey around the lake on September 9 for Phase I of the grant project. Property owners around the lake will be provided with survey information in advance. VanCor stated that the second grant will be administered by EPA and directed by the State. Phase III of the grant process will provide implementation to correct the problems at the lake.

VanCor stated that an engineer has been hired to evaluate all drainage for beach erosion at Wares Grove and North Shore beaches and their parking lots. Work will need to be started this fall to prevent further damage in those areas. Resident Bob Maibusch inquired as to whether an evaluation was done on the clear cutting at the lake. VanCor replied that DES was notified and it is the State's responsibility to take action on the violations.

McKeon announced that Derek Jackson and Donna Magdycz graduated from the Police Academy during 2017 and Detective Jerry Palmer was hired by the Chesterfield Police Dept. McKeon noted that the selectmen are working on a town fireworks ordinance and the board has received a lot of feedback from the residents. The ordinance will include a procedure process and a permit will be required for setting off fireworks.

McKeon announced that M&N Assessing Services is currently working on a town-wide reassessing process. The State requires that all towns conduct evaluations every five years.

Dave Marazoff, of M&N Assessing Services, noted that he and his workers will have magnetic identification on their vehicles and will carry I.D. name tags when doing property evaluations. He requested that residents call the Chesterfield Police Dept. if they have concerns of the evaluation process. Bob Furlone suggested that the property owners receive a phone call before assessors enter the properties.

Lois Bradstreet requested an update on the intersection of Rt. 9 and 63. McKeon replied that the State is waiting for financing and the current Road Safety Audit is on the town's website. Another resident requested an update on the Spofford Hall building. McKeon replied that there is court action being taken from the town to Nine A LLC. CEO Rod Parsons has filed a 155B declaring the building to be hazardous to the neighbors and the community.

Jeff Scott announced that a farmers market will open on Saturdays at the old town office building on Rt. 63 from 8:00 a.m. to noon. Scott suggested that an Old Town Office Repo Committee be formed for that building. Parsons stated that a full investigation on the condition of that building has been done in which lead paint (inside and outside) and interior mold were found throughout the building and the building does not meet code. He noted that it would cost in excess of \$400,000 to make that site viable for use. McKeon noted that no town funds could be used to bring the building up to code.

A Silverdale Ave. resident stated that trucks make a lot of noise on Rt. 9. McKeon noted that Rt. 9 is owned by the State of NH.

At the end of the Summer Invitation meeting, the Selectmen's meeting reconvened at the Town Offices.

- **Rod Parsons – Code Enforcement & Nonpublic RSA 91-A:3 II (a&c)**

McKeon moved to go into Nonpublic RSA 91-A:3 II (a&c) Employee evaluation

Roscoe seconded the motion, which passed unanimously.

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

FOR DISCUSSION

- **Suggestion Box**

None submitted.

- **Public Comment**

None provided.

- **Selectmen Minutes Review – August 9, 2017**

VanCor moved to approve the August 9 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.

- **Code Enforcement Reports**

The Code Enforcement activity reports were reviewed for the weeks ending August 12 & 19. The reports included permits issued, field inspections, assembly reviews, complaints and violations. A letter was reviewed for a structure built in the setback in the Spofford Lake District.

- **Monthly Chesterfield Happenings Email**

VanCor will provide information for the September 9 water quality survey discussion for Spofford Lake. Barbara Girs will provide information announcing the Farmer's Market scheduled from 8:00 a.m. to noon on Saturdays beginning August 26 on the old town office property.

- **Cost of Living Adjustment Budgeting**

Roscoe moved to use the Northeast Urban Region CPI-U for the COLA 1.3% increase. VanCor seconded the motion, which passed unanimously.

McKeon suggested that the increase is adopted for budgeting purposes.

- **Fuel/Heating Oil Budgeting**

Roscoe moved to use the \$2.40 preliminary budgetary price for next year's pricing budget. VanCor seconded the motion, which passed unanimously.

- **Lovelace Property Assessment Correspondence**

Carrier will discuss the abatement process to Judy Lovelace for her property via email.

- **Assessor Worksheet**

M&N Assessing Services provided a list of properties that have added living space to their homes, based on their inspections while performing revaluations to date. McKeon noted that the assessor should be listing anything different than what is listed on the property cards.

- **Highway Capital Reserve Fund Draft**

The mower, roller and road agent pickup truck were added into the highway capital reserve fund draft. For the years 2018, 2019 & 2020 the contribution will be increased to level off the capital reserve fund by approximately \$30,000. This was drafted before learning that the Town could purchase highway equipment with the Unanticipated Revenue from the State. Chris Lord noted that a purchase of a road drag would prolong the life of the road grader.

- **Spofford Lake Boat Launch Tree Ownership**

It was determined that the tree by the boat launch that was hit by a truck is owned by the town.

- **Heating Oil Tanks – Annex & Historical Society Building**

During an inspection of the heating oil tanks, it was discovered that the oil tank at the Historical Society must be replaced before any additional deliveries can be made. The outside oil tank by the Annex will also need to be replaced very soon.

Carrier has been authorized to negotiate with Barrows on the cost.

- **SB 38 Local Highway Aid Clarifications**

The selectmen reviewed a letter from NHDOT regarding uses and processing for spending highway block grant funds. They discussed the possibility of using some of the grant money for drainage issues.

- **Fireworks Ordinance - Draft**

Revisions were made to the fireworks ordinance and the fireworks permit.

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

John Koopmann provided a plan for amendments, revisions and updates to tax Map 7 and Map 8 were reviewed by the board.

McKeon moved to approve the plan as presented for changes to Maps 7 and 8 by John Koopmann. The motion was seconded by Roscoe and passed unanimously.

- **Next Week's Manifest**

Roscoe moved to empower Norm VanCor to sign the manifest next week. The motion was seconded by McKeon and passed unanimously.

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 meet with OEM Director Mike Chamberlain. The final review is scheduled for August 29.

Committee Memberships: Vacancy in EDC.

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

Bruce Beach Settlement: It takes 3-4 weeks to receive a Knox box. Town will reimburse the owner.

29 Wildwood Rd.: Sale has been advertised and abutters have been notified of the November 2 sale.

McKenna Way Ravine: Engineers from Dubois & King to provide a proposal for the ravine.

OTHER BUSINESS

McKeon reported that the Planning Board advised Bob Goderre's representative to look at the Land Use Regulations for the change of use that was being requested for a consultation.

No drainage documentation was available from Mark Lanoue on his application at the Planning Board meeting. The Lanoue hearing is being continued until September 18.

Roscoe noted that the business model worksheet has been updated for the solar project and it will be reviewed by a CPA. There is a new committee formed for the crowd funding and they are planning a special event on October 22 to raise money in awareness of the project. The ZBA hearing request for the solar project has been continued to September 12.

- **Public Comment**

John Koopmann pointed out that that the roads were not contiguous for Map 7 & 8 changes.

- **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 10:55 p.m.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date