

**Town of Chesterfield
Board of Selectmen
MINUTES
November 15, 2017**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:00 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

McKeon opened the meeting by welcoming those in attendance and explained the process of the meeting.

FOR SIGNATURE

- Manifest #46
- Selectmen Minutes – November 1, 2017 & November 8, 2017
- DRA Equalization Assessment Data Certificate
- Payroll Change Notice – Selectmen's Office

APPOINTMENTS

- **6:30 p.m. Parks & Recreation Commission – Budget**

Present: Erik Barnes and Peter Zampella

Concession supplies will be added to the draft budget proposal for 2018. The Commission line item is down 3.0% and Summer Program is down 2.3% from the 2017 budget. Music in the Park for the five monthly concerts will be added to the P&R budget for 2018. Beach erosion issues will be a separate warrant article.

- **7:00 p.m. Library Trustees – Budget**

Present: Ken Walton, Library Trustee

Walton presented a draft 2018 budget to the Board for the Library as follows:

Full Time Director – Up 17.5% from the 2017 budget- It was noted that the new Director will be full time for a full year.

Retirement Contribution – Up 79.9% from 2017 budget

Health – Up 217.8% from 2017 budget

Computer Equipment – Up 233.3% from 2017 budget

Total Library 2018 Budget – Up 19.2% from 2017 budget

FOR DISCUSSION

- **Suggestion Box**

Lois Bradstreet requested that the Board delay on sending a petition to DES regarding regulations of moorings on Spofford Lake until such time as lake property owners and SLA members have had a chance to learn about the issue and express their opinions to the BOS.

- **Public Comment**

Wayne Winn reported on issues of leaves collecting in the catch basin on his property. The Highway Dept. supervisor will look into what is causing the problem.

Sue Parker requested a start time change for Breakfast with Santa on December 2.

McKeon moved to allow the Lions Club to start their event at 8:30 a.m. at the Town Hall on December 2, with the condition that the Lions Club takes responsibility for all cleanup following a possible event on the preceding day. VanCor seconded the motion, which passed unanimously.

John Koopmann will have information at the next Selectmen's meeting on Spofford Place and a follow up on the boat landing at the lake. Koopmann noted that he was disappointed on the work performed at the Chesterfield Gorge for the dumpster screening.

Jeff Scott requested that a fourth option be considered of the Town Hall Annex options for a combination of A & B for a commercial grade kitchen in the existing kitchen area with a cost that everyone can afford.

- **Selectmen Minutes Review – November 8, 2017**

Roscoe moved to approve the November 8, 2017 meeting minutes as amended. VanCor seconded the motion, which passed unanimously.

- **Code Enforcement Reports**

The Code Enforcement activity report was reviewed for the week ending November 11. The report included permits issued, field inspections, violations and complaint follow ups. McKeon noted that temporary signage requires a permit per town zoning regulations.

The Board approved the Code Enforcement officer's request to seek legal opinion on vehicles parked in front setbacks.

- **Tractor Bid Opening**

Three closed bids were received for the Highway Dept. 1974 Ford 5000 tractor as follows: George Robel - \$699; Kenneth Bakke - \$1,000; Robert Mitchell - \$3,150

McKeon moved to sell the 1974 Ford 5000 tractor, Serial #C425420 to Robert Mitchell for \$3,150 and authorize the Town Administrator to sign the bill of sale on behalf of the Board of Selectmen. Roscoe seconded the motion, which passed unanimously.

- **Conservation Commission Land Gift**

Legal counsel opinion was provided to the Board regarding land located in the Old Swanzey and Stone Mill Road area in that it would be a gift, even though the town will incur some expenses in the transaction. Recommendations are not required from the Planning or Zoning Boards per RSA 41:14 a. CCC member Lynne Borofsky provided the Board with detailed information on the gift.

- **December Meeting Schedule**

There will be no Selectmen's meeting on December 27.

- **March Town Meeting Dates**

The following 2018 annual town and school meetings are scheduled as follows:

School District Meeting – Sat., March 10, 2018 at 10:00 a.m. – Chesterfield Central School

Town Meeting (Voting) – Tues., March 13, 2018 from 10: a.m. to 7:00 p.m. – Town Hall

Town Meeting (Business) – Sat., March 17, 2018 at 10:00 a.m. – Chesterfield Central School

- **Budget – General Government Buildings**

The total General Government Buildings budget for 2018 is up 39.8% increase of \$15,600 from the 2017 budget. Almost all of this increase is due to the increase in snow removal for government buildings.

Roscoe noted that if the Solar Project is approved, more insurance and additional mowing will be added to the budget. This is an anticipated increase of \$300.

- **Solar Committee Town Buildings Usage**

The Solar Committee will be allowed to use the town buildings, at no charge, for their meetings with a request from a committee member made to the selectmen. It was suggested that the Solar Committee invite the Select Board and the town to an informational meeting they have spoke about conducting.

- **Correspondence to Chesterfield Community Solar, LLC - Draft**

The Selectmen signed a letter addressed to the investors of the Chesterfield Community Solar, LLC to inform them that they will not be required to get approvals from the ZBA or Planning Board regarding the proposed solar project on town property on the corner of Rt. 63 and Stage Road. The BOS received a legal opinion to verify the interpretation of the regulations State RSA and case law on this issue.

- **McKenna Way Ravine**

Cersosimo has noted that they have a performance bond in the amount of \$42,000 on the McKenna Way ravine. Mike Cersosimo would like to wait until spring to reevaluate the ravine for any possible changes.

- **Chesterfield v Lanoue Decision**

To be discussed in Nonpublic tonight.

- **Center of Town Cistern**

Chesterfield Fire Chief Rick Cooper was not able to attend this meeting but informed the Board that he has a preliminary cost estimate from a contractor of \$300,000. This will be an agenda item for the Board to discuss with Cooper for further understanding and extent of the scope of coverage and work.

- **Mooring Permitted Lake Petition**

Spofford Lake Association has requested the opportunity to discuss the Mooring regulations with the Board before moving forward on the petition process. McKeon stated that the Board is in the infancy of this issue and welcomes all input. The Board wants to get all of the information, pro and con, in order to make an informed decision on whether to apply or not.

- **Selectboard Rules of Procedure Draft**

Roscoe moved to accept the Rules of Procedure for the Selectmen as amended. VanCor seconded the motion.

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

The motion passed unanimously.

- **Next Week's Manifest**

The manifest will be ready for Board signatures on November 21.

OLD BUSINESS

Spofford Place: Legal counsel suggested that the town not take over the property.

Town Hall Annex RFP: Options: Full design/ADA bathrooms/design study. Prices have been made available for options. Jeff Scott suggested that the Board offer a fourth option.

Old Town Office Building: 2018 warrant article to demolish. Warrant article determined by the outcome of interest generated from the Open House and news articles. No further action taken at this time.

Committee Memberships: Vacancies in EDC & CCC.

Committee/Board Term Expirations: To reappoint or replace members on November 29.

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

29 Wildwood Rd.: Bid was awarded to Steven Perrin and Tracy Binet-Perrin. Legal is working on a Purchase and Sales Agreement.

McKenna Way Ravine: Carrier met with Mike Cersosimo on November 8. Cersosimo noted that the bond is a performance bond and not a maintenance bond and he didn't feel that there was an urgency to hire an independent engineer for the ravine stabilization issues. He stated that the bond was just renewed. To be scheduled for BOS discussion on November 15 agenda.

Review Sealed Minutes: Nonpublic sealed minutes to be reviewed by BOS on November 18 at the town offices. Meeting has been posted.

Old Town Office Files: Old files have been moved to the Town Office building. The Tax Collector has requested that file cabinets be included in the move.

Library Warrant Article RSA 202-A11-a: Public hearing to be held in February.

NHMA Workshop: NHMA will be working on a ZBA/Planning Board training for Chesterfield boards.

Beach Erosion: VanCor contacted more civil engineering firms to provide proposals to remedy beach erosion. The project will be put out to bid in late winter.

Moorings Petition: McKeon to write draft petition.

OTHER BUSINESS

Roscoe reported on the Budget Committee meeting of November 14. They discussed budgets for the Police Dept., Highway Dept., Code Enforcement and Health Dept. and Spofford Fire Dept. Roscoe attended an NHMA seminar on how to write regulations for solar systems.

VanCor reported on the SWRPC meeting of November 14 where emergency management was discussed. Speaker Mike Todd from Dept. of Safety spoke on how the Town and residents should be prepared for emergencies.

McKeon reported on a seminar he attended earlier today on how the Town plans the Town budget. Another seminar McKeon attended was on innovation and revitalization of community housing and transportation for the elderly.

The Board approved a table top Holiday tree to be set up in the Town Offices to be set up near the Selectmen's office.

VanCor moved to approve the Chesterfield Solar group to utilize Town meeting space, either at the Town Hall or the Town Office meeting room at no charge. McKeon seconded the motion. Vote called: VanCor – Yes; McKeon – Yes; Roscoe – Recused himself. Motion passed by unanimous vote.

- **Public Comment**

Jeff Scott volunteered to get signatures for the Mooring petition.

• **Nonpublic RSA 91-A:3 II (e) –**

McKeon moved to go into Nonpublic RSA 91-A:3 II (e). 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, which passed unanimously.

• **Nonpublic RSA 91-A:3 II (c) –**

Roscoe moved to go into Nonpublic RSA 91-A:3 II (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.

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

VanCor moved to go into Nonpublic RSA 91-A:3 II (a&c) Personnel. Roscoe seconded the motion.

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

Roscoe moved to come out of Nonpublic. VanCor seconded the motion

Roll call vote: VanCor – Yes; Roscoe – Yes; McKeon – Yes

Roscoe moved to seal the Nonpublic minutes. VanCor seconded the motion.

Roll call vote: VanCor – Yes; Roscoe – Yes; McKeon – Yes

With no other business to conduct, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Patricia Grace
Secretary

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date