

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
January 31, 2018**

**CALL TO ORDER**

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

McKeon opened the meeting by welcoming those in attendance and requested that they raise their hand for questions or comments.

**FOR SIGNATURE**

- Manifest #5
- Selectmen Minutes of January 17, 2018

• **6:30 p.m. Phil Shaw – EDC Interest**

Shaw has expressed his interest in serving on the Economic Development Committee. McKeon and VanCor noted that the committee is striving to get projects accomplished and Shaw has agreed to attend the next EDC meeting.

• **7:00 p.m. Nonpublic RSA 91-A:3 II (a&c) Personnel**

*McKeon moved to go into Nonpublic RSA 91-A:3 II (a&c) Personnel. Roscoe seconded the motion, which passed unanimously.*

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

*Roll call vote: VanCor – Yes; Roscoe – Yes; McKeon – Yes– Motion passed unanimously.*

*McKeon moved to close the public portion of the hearing. Roscoe seconded the motion, which passed unanimously.*

• **7:30 p.m. Jeff Scott & Ron Rzasa – Proposal for Construction Layout of Annex Building**

Roscoe will take Scott's and Rzasa's drawing and set it up as a 3-D presentation of inside and outside of the building.

**FOR DISCUSSION**

• **Suggestion Box**

Nothing submitted.

• **Public Comment**

Scott Riddlemoser requested the timeframe for making the meeting minutes available to the public. McKeon replied that draft minutes are available to the public seven business days following the meeting. If nonpublic minutes are not sealed, they are available to the public five business days following the meeting. McKeon noted that meeting minutes are not posted to the website until those minutes are approved at the board's meeting.

Riddlemoser requested an explanation of the citizen's petition for an article for veterans' credit that has been submitted. VanCor replied that the petition was to expand the tax credit to all

veterans and expand it from what the federal government guidelines are for each war that would qualify. McKeon noted that the petition will go to Town meeting and the total revenue loss to the town would be \$247,000.

Riddlemoser requested an explanation as to how the solar project works. Roscoe noted that the solar LLC would lease the land and make the capital investment to install the solar array and the solar LLC would own it. While they own it, for the first 6-7 years, they will get all revenues from electricity and all the tax incentives for which they are eligible. The town will receive approximately \$2,000 a year of income from payments in lieu of taxes for the first 6-7 years. In about 7 years the town will buy out the array for \$35,000, in a one-time payment. The town will make approximately \$20,000 a year from electricity and there is no outlay of cash for the town during the entire time. The plan is to have a \$6,000 capital reserve fund for the first 6 years to have enough money for the town to pay for the solar array. Kathleen McNulty asked what the life expectancy would be of the solar panels. There is a 20-year guarantee of the panels and they can run for up to 30 or 40 years.

### **Selectmen Minutes Review – January 24, 2018**

*VanCor moved to approve the January 24, 2018 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.*

- **Code Enforcement Report**

The Code Enforcement activity report were reviewed for the week ending January 27. The report included four field inspections, complaints and violations.

- **Town Report Update**

Roscoe reported that the submitted reports look good and there are only a few items left to come in before the town report goes to R.C. Brayshaw & Co. for printing. The board thanks Elaine VanCor for assistance in proofreading submitted documents.

- **Warrant Articles – Recommend/Not Recommend**

The updated warrant articles were reviewed by the Board at the February 3 meeting. Roscoe received a request for support that was submitted by email on January 30. The Board will contact the requester in that their request was received too late to be added to the warrant article.

VanCor noted that one of the Articles does not clarify what the petitioner has requested and that petitioner may need to clarify his intent as to whether or not it was the intent to exclude an officer.

- **Budgets – Notice for Public Budget Hearing**

Handouts required of the BOS for the Public Budget Hearing: Veteran's Tax article information, solar warrant article, proposed warrants, summary pages, trust fund balances for end of year, revenue document and the Annex building handouts with the three options.

- **Copier Status - Proposals**

McKeon received copier proposals in the range from \$4,895 to \$8,000. Service contracts were also provided with the proposals.

- **Public Services**

The Board discussed the requests for Vision cards (property cards) from appraisers and real estate offices and the process for which those requests are being provided. Roscoe noted that

the town voted not to have that information on line because of the burden of cost being on the residents. McKeon noted that a fee is required at the time of service.

- **American Legion Flag Reimbursement**

McKeon will draft a letter to the individual who is requesting reimbursement on a purchase they made in April of 2017. The Board agreed not to pay the reimbursement because the request was not submitted before the end of the year.

- **Beach/Highway Erosion**

Fuss and O'Neill will be hiring a soil scientist and a survey crew to look at the project. McKeon signed a letter for the abutter to allow the Town permission to go onto his property.

- **HVAC Freeze Up Issue/Primex Negotiations**

VanCor reported that he is trying to get the Primex adjuster to work out an agreement between the contractor and the insurance company's estimates so that the construction can begin on the repairs to the Town Office building. VanCor noted that the damaged ceiling tiles are a higher rated material than what was estimated by the construction company. Primex is aware of the existing tile and they have agreed to replace all of the ceiling tile. Servpro will clean the carpet in the Clerk's office. If the stain is still visible after the carpet dries, Primex has agreed to replace the entire carpet. This will include the carpet, disposal of the old carpet, carpenters, moving furniture and equipment in and out. VanCor noted that the heating coil has been ordered.

- **Broadband**

Roscoe attended a community broadband meeting. He reported that there was a Senate bill that passed on bonding of broadband systems and it will be taken up in the House in March. The town can make a decision to support that bill to pursue options for taking care of the broadband issues. Roscoe will provide copies of the bill to McKeon and VanCor for their review before the February 7 BOS meeting.

## **OLD BUSINESS**

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

Town Hall Annex RFP: Three warrant articles

Old Town Office Building: BOS is working with prospective buyer.

Committee Memberships: Vacancies in EDC & ZBA. Have a potential volunteer for CCC. Discussed the open position on EDC with Phil Shaw at this meeting.

McKenna Way Ravine: No discussion

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

NHMA Workshop: ZBA Session – Tuesday, February 27 – 7:00 p.m. – Town Offices  
Planning Board Session – Thursday, March 1 – 7:00 p.m. – Town Offices  
The code enforcement officer to attend these sessions.

Beach Erosion: Soil scientist to review erosion. VanCor will request abutter to sign agreement to allow access onto his property for locating the edge of the wetlands.

Moorings Petition: McKeon to write draft petition. Will get input from SLA.

All Veterans' Tax Credit: Roscoe presented details to the Budget Committee of the potential impact to the Town. If warrant passed, this would increase the total Town budget to an

additional \$71 tax increase on a \$200,000 home or an additional 5.4% increase to the entire budget.

Attorney Bernie Waugh discuss new legislative law and rule changes that have gone into effect from 2017.

## **OTHER BUSINESS**

SPC Print Integrated will be contacted again to find out why the post cards of upcoming meeting dates have not been received by the residents. The Board requested that the notices go out as soon as possible.

The equalization ratio is at 96.6%

It was noted that the Library has a list of jobs of what will be required of their custodial service personnel that differs from what is expected at the Town Office building. VanCor will discuss custodial services with the Library director.

McKeon suggested that the board members review the second part of the M&N Contract to better understand where the assessor is in the process.

- **Public Comment**

Scott Riddlemoser suggested that he and Jenny Aldrich be invited to attend the two training sessions for the ZBA and the Planning Board for February 27 and March 1.

- **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, which passed unanimously.*

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

*Roll call vote: VanCor – Yes; Roscoe – Yes; McKeon – Yes– Motion passed unanimously.*

*Roscoe moved to seal the minutes on the first portion of the Nonpublic session. VanCor seconded the motion, which passed unanimously.*

- **Nonpublic RSA 91-A:3 II (d) – Sale of Property**

*McKeon moved to go into Nonpublic RSA 91-A:3 II (d). Roscoe seconded the motion, which passed unanimously.*

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

*Roll call vote: VanCor – Yes; Roscoe – Yes; McKeon – Yes– Motion passed unanimously.*

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

*Roll call vote: VanCor – Yes; Roscoe – Yes; McKeon – Yes. Motion passed unanimously.*

With no other business to conduct, the meeting adjourned at 9:40 p.m.

Respectfully submitted,

Patricia Grace  
Secretary

Approved by:

\_\_\_\_\_  
Jon P. McKeon, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brad Roscoe

\_\_\_\_\_  
Date

\_\_\_\_\_  
Norman W. VanCor

\_\_\_\_\_  
Date