

**Town of Chesterfield
Board of Selectmen
MINUTES
February 21, 2018**

CALL TO ORDER

Vice Chairman Brad Roscoe called the meeting to order at 6:04 p.m. Also in attendance was Norman VanCor.

Selectman Jon McKeon requested to join the meeting via Skype. McKeon was not able to get to the meeting because of his work schedule and he could not get away in time to make the meeting. No one was in the room with him.

VanCor moved to allow McKeon to join the meeting. Roscoe seconded the motion which passed by majority vote, McKeon abstained.

Roscoe noted that anyone wishing to speak should raise their hand during Public Comment and wait to be acknowledged. He requested that speakers identify themselves and address all comments to the board.

FOR SIGNATURE

- Manifest #8
- Selectmen Minutes of February 10, 2018

- **6:15 p.m. Public Hearing – For the purpose of discussing the Library Warrant Article RSA 202-A: 11-a**

Present: George Preston, Library Director and Dave Smith, Library Trustee

McKeon moved to open the Public Hearing for the purpose of discussing the Library Warrant Article for RSA 202-A: 11-a. VanCor seconded the motion, which passed unanimously.

This hearing is for the use of additional funds of library revenue from the copier machines, overdue books, etc. that amount to approximately \$250 a year. This article will be on the ballot for the town to vote up or down. Preston noted that a search was made of prior votes taken on this, going back to 1986 town meetings and no records were found. The required RSA's for the library trustees is to have funds separate from town's appropriated funds for accepted donations and appropriated funds. The RSA's were voted on and recorded. Preston noted, even though this is a small amount of money, without this language we (the Library) do not have the right to accept or to expend these funds.

McKeon moved to close the public hearing. VanCor seconded the motion, which passed unanimously.

- **6:30 p.m. Duane Chickering – Nonpublic RSA 91-A:3 II (a&c) Personnel**

Chickering has created new Police Dept. policies to bring them up to the high certification standards and he hopes to publish a new manual early next year. The policies will be placed in the town administrator's policy book. One of the updated policies was for the two used defibrillators that are in the police cars which were donated by the fire department. The second policy was written for the video cameras in the police cars in the event of a high profile case. Another policy written by Chickering was for eye witness identification protocols to be in line with the attorney general's office.

Chickering provided copies of the Police Equipment CRF through 2025 with current equipment purchases. He has the ability to write grants to offset the costs and prevent a minus balance at the end of 2025.

The entire PD will be attending an all-day training session on February 22 in Concord. The State Police will be covering the department during the training session.

Chickering reported that he currently has (3) 91A requests for the Freedom Information Act. He confirms receiving the applicant's request and explains that the request is sent to the town attorney for his opinion on these requests.

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

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

McKeon moved to seal the nonpublic minutes. VanCor seconded the motion, which passed unanimously.

• **7:00 p.m. Liz Benjamin, Tax Collector – Discussion on Security and Operations**

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

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

FOR DISCUSSION

• **Suggestion Box**

Nothing submitted.

• **Public Comment**

None

• **Selectmen Minutes Review – February 14, 2018**

Roscoe moved to approve the February 14, 2018 meeting minutes as amended. VanCor seconded the motion, which passed unanimously.

• **Monthly Newsletter**

The "Chesterfield Happenings" draft was reviewed with one additional submission request for the annual town meeting and "Meet the Candidates" night to be held at the Town Hall. The newsletter will go out to the subscribers on February 22

• **Code Enforcement Report**

The Code Enforcement activity report was reviewed for the week ending February 17. The report included permits issued, field inspections, complaints and violations. The Board wants to be sure that code enforcement understands that violations and zoning issues stay with properties, even though the property transfers to another party.

• **Defibrillator for the Town Hall**

A request was made to have a defibrillator at the town hall. Rick Cooper provided an application to purchase a defibrillator through a State program at a reduced rate of \$845 (half the normal price). A doctor's signature is required on the medical authorization for the purchase. The

program is being offered through July 18, 2018. Dave Smith noted that the library does not have a defibrillator. It was decided that action in this area will wait until after town meeting.

- **M&N Assessing – Bonding and Billing**

McKeon noted that M&N has requested payment on the bonding requirement. The BOS noted that a bonding receipt must be provided for the town records. McKeon will follow up with M&N to provide a current receipt for this project before the bill is paid. It was noted that several complaints have been made about call backs to residents when attempting to make appointments for interior inspections.

- **Town Report Update**

Roscoe reported that the warrant articles have been signed by the Board of Selectmen and the budget has been signed by the Budget Committee. Those reports have been posted as required. The Town Report proof has been reviewed and the Town Reports are in the process of being printed. The warrant articles, budget report and town report will be posted on the Town's website, minus the dedication page, which will be announced during the town meeting.

- **Renovation of CEO Space**

VanCor reported that the carpet and the coil are on order, the painting is complete, the lights have been installed and the ceiling tiles are in place. He will check on the damaged tiles and condition of the grid. The outlets are good and the wiring has been approved.

- **Progress on Erosion Issue with Town Owned Beaches**

VanCor reported that the Wares Grove abutter (Martini) has signed an agreement giving the Board permission to enter on to his property. Surveyors and soil testing people were at North Shore beach on Tuesday. The soils people will be at Mr. Martini's property delineating the edge of the wetland on the edge of the brook on February 25. Surveying and boring are scheduled for February 26.

- **Donation Hearing**

Roscoe stated that the Board will wait to hear from P&R Commission on where this money should be placed. It was noted that P&R have the opportunity to speak with DRA if another line item should be created to hold the donation. Roscoe will follow up with P&R.

OLD BUSINESS

Spofford Hall: Signed 155-B:2 order sent to District Court. Letter received from Attorney Little that no action has taken place.

McKenna Way Ravine: Springtime issue

NHMA Workshop: ZBA Session – February 27 & Planning Board Session – March 1
Both sessions start at 7:00 p.m. To be held in the Town Offices meeting room.

Beach Erosion: Abutter has signed agreement to allow access onto his property for locating the edge of the wetlands. Surveying and borings are scheduled.

Moorings Petition: McKeon to write draft petition. Wait until springtime.

Recording Device: More quotes requested and more information on functionality to move forward. Roscoe will get more information for February 27 BOS meeting.

OTHER BUSINESS

VanCor reported that he and the road agent followed up on a complaint of a clogged catch basin. It is the responsibility of the property owner to keep the culverts cleaned out under their driveways. Mrs. Bergeron is now aware of the State law and the complaint is closed.

VanCor reported that Phil Shaw attended the recent EDC meeting and he is still interested in serving that committee. VanCor felt that Shaw would be an asset on that committee.

VanCor moved to appoint Phil Shaw to the EDC Committee. Roscoe seconded the motion, which passed unanimously.

Roscoe reported that Attorney Bernie Waugh has retired from his law firm.

Duane Chickering will be scheduling a Safety Committee meeting in March of 2018.

- **Public Comment**

Scott Riddlemoser asked to address the Chesterfield Happenings. Riddlemoser received an email from the Town Clerk requesting if he would be able to participate in a town hall event. He stated that he already had something scheduled and he would not be attending the event. Riddlemoser questioned whether the event was a town sponsored event. VanCor replied that it has nothing to do with the Board of Selectmen. Riddlemoser replied that the notice submitted to the Chesterfield Happenings should read "Meet Jeannie Aldrich" and not "the candidates" because he is not going to be attending. McKeon noted that it's not just for candidates running for select board but includes any candidates running for public office. Riddlemoser also had concerns that this event is being submitted in the town's newsletter. Roscoe noted that the Board requests that community events be placed in the Chesterfield Happenings that are of interests for the residents. Those submittals are reviewed before the newsletter is sent to the subscribers. Other non-sponsored events are Lions Club events, senior luncheons and other community interested events. Kate McNulty asked to have the words "some candidates" will be present. VanCor stated that is not a BOS event but it is an open invitation for all candidates running for office.

The town clerk noted that she offered two dates to hold the "Meet the Candidates" and didn't want to wait until the week before the town meeting. She stated that Riddlemoser replied to her invitation that he meets people on his own and in small groups and would not be attending.

In response to the Town Clerk, McKeon stated that he received replies from two attorneys noting that the Supervisor to the Checklist is responsible for appointing a moderator pro tem when the moderator will not be attending the town meeting. That moderator must be a registered voter of the Town of Chesterfield.

- **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.

With no other business to conduct, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Patricia Grace
Secretary

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date