

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
March 11, 2018**

**CALL TO ORDER**

Chairman Jon McKeon called the meeting to order at 2:00 p.m. Also in attendance were Brad Roscoe and Norman VanCor.

**APPOINTMENT**

**2:30 p.m. - SUSAN NEWCOMER – MODERATOR PRO TEM**

Newcomer and the BOS discussed the responsibilities of the moderator and the order of business during the annual town meeting on March 17.

**FOR SIGNATURE**

- Selectmen Minutes of February 21, 2018
- Raffle Permits – Stockwell/Spofford Fire Fighters Assoc.

**FOR DISCUSSION**

• **Suggestion Box**

A suggestion was submitted to have sign up cards available to anyone wishing to sign up for the Chesterfield Happenings at the annual town meeting and for the moderator to promote the sign ups. Roscoe will have a signup sheet available.

• **Public Comment**

None

• **Selectmen Minutes Review – February 21, 2018**

*VanCor moved to approve the February 21, 2018 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.*

• **Code Enforcement Report**

The Code Enforcement activity report for week ending March 3 was reviewed by the Board. The report included permits issued, field inspections, complaints, violations, site visits and water testing at the library. The BOS has questions of notification to the Highlander Arms property on Rt. 9 property owner for a violation of noncompliance signs ordinance. The Mill Road property on the report should be looked at also. Is this a change in use (logging operation) from the approved site plan of the previous use. Cars in the front setback on the Goderre property on Route 9 is a change in use and requires a full site plan review for the change of use. The BOS has witnessed groceries and other items being delivered into the shack on property. Will relay to the CEO to address a possibility of person living at the Kray site on the Rt. 9 property. The 823 Rt. 9 property is only allowed to have two apartments in that building and the BOS requests a follow up. The CEO will be scheduled to meet with the BOS in mid April.

• **Renovation of CEO Space**

VanCor reported that the carpeting will be installed on Tuesday. The files and furniture will also be moved back in the CEO space on Tuesday. The vinyl cove base will then be complete in

both the CEO and the Town Clerk's office next week. The coil has been ordered and prepaid by Pinney Plumbing. McKeon suggested that a service contractors list will be compiled separate from contractors going out to bid. VanCor will follow up on that.

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

VanCor reported that the soil scientists and surveyors have completed their work and mapping is underway. The next step is to meet with P&R to discuss the priorities for remediation. Engineering evaluation will be ready by the first of May.

- **Moderator ProTem Update**

Susan Newcomer has agreed to fill in as moderator for Rebecca Todd at the annual town meeting on March 17.

- **Solar Project Discussion**

Roscoe stated that there was a change in the available funding plan and at this time for the solar project and the project will not be moving forward.

- **Emergency Generator Maintenance**

The Board signed estimate for maintenance work.

- **Recorder and Mic Research Discussion**

McKeon contacted at least three other municipalities that use the SoniClear recording equipment and they had only positive comments, including the ease of using the equipment. Roscoe noted that a computer will be required at all times in the meeting room to be used with the SoniClear equipment. A backup license will cost \$500. McKeon will contact SoniClear to discuss the 30-day pretrial on the equipment. Roscoe has offered to work with the Board as a resource for getting the programs set up. McKeon will have the adjusted price for the equipment without the backup license.

## **OLD BUSINESS**

Spofford Hall: No report

McKenna Way Ravine: No report

Beach Erosion: Discussed above

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

Recording Device: Discussed above

AED: Will be assigned to the upcoming elected select board member.

## **OTHER BUSINESS**

The Board discussed all the handouts that will be available at the town meeting on March 13.

McKeon stated that he had signed the sales agreement for 29 Wildwood Road property. McKeon will contact legal counsel to be sure that the agreement was recorded at the Registry of Deeds.

With the recent passing of Fire Warden Merrill Yeaw, the deputy wardens can sign burn permits.

The letter from the Solar group will be used as a handout during the town meeting.

McKeon noted that a House Bill is to change the property values of where utility companies poles are assessed is the house now, the bill came out of committee and will now go to the full House. The bill would put the value of the assessment using the price of the land at the time the poles were first installed.

*Roscoe moved to authorize Jon (McKeon) to represent the Board in that matter. VanCor seconded the motion, which passed by majority vote.*

McKeon will write a letter to the State representatives to not approve the bill.

VanCor suggested that the Selectmen's office have a supply of unopened thumb drives to be available for sale to the public.

The Board will meet with P&R in mid-April to discuss the erosion issues. VanCor suggested schedul an earlier meeting with P&R to discuss the cottage issues. There are still personal items at the cottage belonging to the former P&R director. McKeon will contact legal counsel to discuss what can be done. The Board felt that the P&R Commission should get more involved.

Grace reported that the schedule for cleaning the town offices will change to Friday mornings starting the week of March 19.

VanCor noted that the sample ballots for Tuesday voting for zoning change, located at 22 Glebe Road did not include the wording "Recommended" or "Not Recommended" by the Planning Board.

VanCor stated that he had a discussion with Keene's Fire Chief Mark Howard on the language of the contract for ambulance service for Chesterfield. Howard confirmed that three EMT personnel will be provided on each ambulance when serving Chesterfield and Spofford.

VanCor submitted a request of the BOS to the ZBA to postpone the hearing to March 20 for the BOS appeal of the Planning Boards decision on Mark Lanoue's property.

VanCor suggested that the Welfare office be used for the Planning Board work on Tuesday's, except for when a Welfare emergency issue comes up and Welfare will take precedence. Only the current Planning Board files will be stored in the Welfare office and other materials will be moved to the CEO office. The new town administrator will determine how the phone lines will be set up.

The Board will request to allow paper ballots used to vote on warrant articles #4, 6, 8, 9, 11 and 39 at the town meeting.

McKeon suggested that a letter will be sent to the property owners of Mill Road letting them know that they will need to make an appointment to get a copy of the February 13, 2018 ZBA meeting minutes and they must supply an unopened thumb drive (memory stick) or purchase one from the town. McKeon also suggested that this letter come from the ZBA secretary or the ZBA itself. Roscoe will download the February 13 meeting.

- **Public Comment**

The Town Clerk stated that absentee ballots will be accepted until 5:00 p.m. on March 12.

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

*VanCor moved to go into Nonpublic RSA 91-A:3 II (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 nonpublic minutes. VanCor seconded the motion which passed unanimously.

- **Nonpublic RSA 91-A:3 II (d)**

VanCor 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.

With no other business to conduct, the meeting adjourned at 6:45 p.m.

Respectfully submitted,

Patricia Grace  
Secretary

Approved by:

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Jon P. McKeon, Chairman

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Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date