

**Town of Chesterfield
Board of Selectmen
MINUTES
May 23, 2018**

CALL TO ORDER

Vice Chairman Norman VanCor called the meeting to order at 6:06 p.m. Also in attendance were Jeanny Aldrich and Alissa Fox, Town Administrator.

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

VanCor moved to allow McKeon to join the Selectmen's meeting. Aldrich seconded the motion, which passed unanimously.

VanCor welcomed everyone attending the meeting. He requested those speaking to state your name for the minutes and that all comments be directed to the Board.

WEEKLY REVIEW

- **Suggestion Box**

Lee Brockmann suggested that when minutes are amended, that the amendments be listed. Aldrich noted that the meeting minutes haven't been accepted until the changes have been made.

John Koopmann stated that the Planning Board does not record or take minutes at their conceptual consultations, Koopmann felt that no minutes should appear in the BOS minutes of the discussion. McKeon will contact NHMA to get more information of discussing and recording the consultations during public session.

- **Selectmen Minutes Review**

VanCor moved to approve the minutes of May 9, 2018 as amended. Aldrich seconded the motion, which passed unanimously.

VanCor moved to approve the nonpublic minutes of May 9, 2018 as amended. Aldrich seconded the motion, which passed unanimously.

VanCor moved to approve the minutes of April 29, 2018. McKeon seconded the motion.

Discussion: Aldrich did not attend the meeting of April 29, therefore did not have a vote. *The motion passed by majority vote.*

- **Code Enforcement Report**

The Code Enforcement activity reports were reviewed by the Board for weeks ending May 12 and May 19. The reports included permits issued, field inspections, complaints/ violations and assembly review. VanCor noted that he did not get a reply from CEO on the cease and desist order for Mr. Lanoue.

PUBLIC COMMENT

Barbara Girs stated that the Farmers Market starts on June 9 on the property of the former town offices. Signs will be set up to direct the flow of traffic around the event.

Girs noted that Kristin McKeon will be covering the Town Clerk's office on May 30 and 31.

John Koopmann noted that the signs on the fence in front of Peoples Bank are a distraction for drivers in a very dangerous intersection.

OLD BUSINESS

- **Town Hall Annex Plans**

One of the two potential contractors withdrew from bidding on the Town Hall Annex project. The project will now go out for bid. The RFP process will start over with a new timeline.

- **Former Town Office Plans**

McKeon has kept the potential purchasers informed of moving forward on the property. He will discuss their plans for the building so that he can apply for a variance with the ZBA.

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

Fuss & O'Neil met with DES on May 18.

- **Lighting Inventory**

Nothing to report.

- **Parks & Recreation Cottage Condition**

The floors are being worked on. Tom Parrot, Primex Adjustor, needs to look at the cottage.

- **AED**

Nothing to report.

- **Town 3-D Topo Map**

Nothing to report.

- **Update Roads**

Nothing to report.

- **Update Zoning**

Nothing to report.

- **Features (Towers) Update**

Nothing to report.

- **Meeting Room Use – Rental of Town Property Agreement**

Aldrich will work on a non-smoking policy, to include designated smoking areas, for town owned properties, which will be a separate policy from the Rental Agreement form.

- **Trees Ed Labbe**

Labbe has been notified that the Town will not remove the trees that are on an abutting property to Labbe. Labbe is interested in purchasing the property from the Town. The property is steep and not buildable. A process must be followed to sell the property and more information is needed to continue the discussion of the findings.

- **Office Cleaning**

Aldrich moved to hire Coll's Cleaning & Carpet Care as the cleaning service for the Town Offices and Police Department. McKeon seconded the motion, which passed unanimously.

- **Cottage Rental Agreement**

The cottage rental agreement has been updated.

- **Chris Lord's List**

Chris Lord has started working as the Director of Public Works, in addition to his other duties for the Town of Chesterfield.

- **Deeded Property List**

Property owners have been contacted for property liens of nonpayment of taxes. The Tax Collector will also be mailing out letters to delinquent taxpayers.

GUESTS

6:30 p.m. - Joe Provencher – Nonpublic RSA 91-A:3 II(c)

McKeon moved to go into Nonpublic RSA 91-A:3 II(c) The motion was seconded by Aldrich, which passed unanimously.

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

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

6:45 p.m. - Roland Vollbehr – (Preserve Jail)

Vollbehr requested that the old town jail be preserved and not be part of the demolition when the Town Hall Annex is torn down. As a member of the Chesterfield Historical Society, he feels that the jail portion could be moved to the back side of the former library (Stone House on the corner of Rt. 9 and 63. He stated that the Moose Plate Program may possibly be able to pay for the cost of moving the building. The BOS requested that Vollbehr and his group devise a plan to bring to the BOS for consideration..

7:00 p.m. - Ann Connelly – (9A LLC)

Connelly noted that the former Spofford Hall building has mold and mildew issues and the mold spores are blowing onto her property. She noted that trees that fell into the lake last summer are still in the lake. McKeon explained that there is currently litigation against Nine A LLC and the BOS have filed a RA155B for the building being hazardous and the Board is trying to have it razed. McKeon will contact the legal counsel. Connelly will send a letter of her concerns of the building to the BOS.

7:15 p.m. - Joe Warhall – (Request for Road Work on Bennett Road)

Warhall asked if the Town was willing to do anything to fill in the swale on Bennett Road. He presented a cost estimate from St. Pierre Inc. and a list of details that he would like to have done. Warhall noted that he did some work to the road, which seemed to hold up during the winter but the dirt portion of the road needs some maintenance.

McKeon noted that the BOS get back to Warhall after reviewing the documents that was provided to them.

7:30 p.m. - Chief Chickering – Employee Health Insurance & Nonpublic RSA 91-A:3 II (b)

McKeon moved to go into Nonpublic RSA 91-A:3 II(b) The motion was seconded by VanCor, which passed unanimously.

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

The BOS discussed adding a third option for the employees to choose which medical insurance plan they want. The deadline for which three options to be available is May 25.

Aldrich moved to add the AB-5 Plan to be offered as a third plan for the town employees for medical for the upcoming year. McKeon seconded the motion.

Discussion: VanCor doesn't feel comfortable with voting on a plan that he doesn't have a better understanding of the plan.

Vote called: Aldrich – yes; McKeon – yes; VanCor – no

The vote passed by majority vote.

NEW BUSINESS

• Abatements from M&N Assessing

The Board reviewed the abatement recommendations from M&N Assessing made for the following applications:

1. Warhall, Joseph and Diana – 7 Bennett Road – denied – When applying the applicant indicated that the road change causes their vehicles to bottom out and makes motorcycle access difficult.
VanCor moved to deny the abatement request for Joseph and Diana Warhall per M&N Assessing recommendation. Aldrich seconded the motion, which passed unanimously.
2. Abelardo, Nina – 42 Linfield Lane – granted – When applying the applicant indicated that the main cottage interior was open-stud camp-type with outdated kitchen. The low degree of finished area was not accounted for in the Town's 2017 assessment.
VanCor moved to grant the abatement request for Nina Abelardo based on the recommendation of M&N Assessing. Aldrich seconded the motion which passed unanimously.
3. Hlavaz, Dean and Shannon - 100 Forestview Drive – denied – When applying the owners cite the high assessment/sale ratio as the primary reason for the request. The property was assessed at \$299,400 for 2017. The current owner purchased the property on 1/26/18 for \$262,533
Aldrich moved to deny the abatement request of Dean and Shannon Hlavaz, per the recommendation of M&N Assessing Services. McKeon seconded the motion, which passed unanimously.
4. Allen, David – 284 Hutchins Road - granted – When applying the owner cited the condition of the dwelling as the primary reason for the request. The assessor noted that the dwelling is currently in very poor condition and uninhabitable, requiring costs for upgrades and structural improvements that exceed the building worth.
VanCor moved to grant the abatement request of David Allen, per the recommendation of M&N Assessing Services, to lower the assessment from \$86,200 to \$63,100. Aldrich seconded the motion, which passed unanimously.
5. Winn, Gary & Margaret – 102 Main Street - granted –When applying the owners requested an abatement because they feel that the property is assessed too high due to the poor condition of the dwelling and attached outbuildings. Upon a full interior inspection of the dwelling on 3/16/17, it was found to be in very poor condition and uninhabitable currently and to reduce the assessment from \$101,000 to \$69,700.

McKeon moved to grant the abatement request of Gary & Margaret Winn, based on the recommendation of M&N Assessing Services. VanCor seconded the motion, which passed unanimously.

6. 580 Main Street, LLC – 144 Twin Brook - denied – The owner purchased the property on 10/3/2016 for a sales price of \$80,000. The application states that the building was demolished 6/4/2016. No building demolition permit was found and the building was there on 4/1/2017.

Aldrich moved to deny the abatement request of 580 Main Street, LLC, per the recommendation of M&N Assessing Services. VanCor seconded the motion, which passed unanimously.

7. Occhineri, Angelo, Jr. & Marion – 277 Poocham Road - granted – An appraisal report was submitted by the taxpayer from an independent appraisal done in 2017 with opinion of value of \$100,000. M&N inspected the building on 4/2/18 and found the interior of the cottage to be outdated and has a degree of unfinished areas not accounted for in the 2017 Town's assessment. M&N recommended to lower the 2017 assessment from \$118,100 to \$109,300.

McKeon moved to grant the abatement request of Angelo Occhineri, Jr. and Marion Occhineri, per the recommendation of M&N Assessing Services. Aldrich seconded the motion, which passed unanimously.

- **Wares Grove Improvements**

Water testing is planned to be done within the next couple of days. The CEO will be working with VanCor with Wares Grove conditions.

- **Webmaster Adding Town Clerk Page**

A Town Clerk page was added to the Town's website. The Town Clerk will be providing the announcements and other information to be added to that site.

- **Kevin White Retirement**

Kevin White will be retiring from the Chesterfield Police Department on May 31. A gift will be presented to him from the Town for his years of service.

VanCor moved to pay up to \$100 for a personalized blanket for White. McKeon seconded the motion, which passed unanimously.

- **Gazebo Expense – Ditch & Electric**

The Lions Club will provide a flood light in the Gazebo at Wares Grove. It will be the Town's responsibility to pay for the electrician and trenching from the gazebo to the concession stand. The Gazebo Grand Opening is scheduled for June 16. VanCor is working on getting a quote from a local electrician for wiring installation.

McKeon moved to authorize Norman VanCor to represent the Board of Selectmen to hire and install power for the intention of installing a power conduit and excavation from the concession stand to the gazebo with the cost not to exceed \$300. The motion was seconded by Aldrich, which passed unanimously.

- **Southwest Region Planning Commission 2018 Annual Meeting 6/12 @5:00 p.m.**

VanCor will represent Chesterfield at the SWRPC Annual Meeting scheduled for June 12 at 5:00 p.m. at Keene State College.

- **Telephone Poles - Flags**

The Eversource application is being completed by the Town Administrator for approval of hanging American flags on Eversource poles. The Lions Club is responsible for having the flags installed.

- **Deputy Fire Wardens**

Fire Warden Steve Buckley provided a list of names recommended to serve as deputy fire wardens to write fire permits.

Aldrich moved to accept the proposed list of names presented by Steve Buckley proposed to serve as fire warden deputies, those being Steve Dumont, Rick Cooper, Mike Fuller, Bart Bevis, Richard Gauthier, Michael Plante, Steve Chickering, Jr. and David Jordan. McKeon seconded the motion which passed unanimously.

- **ZBA – Notice of Decision on Lanoue**

The Notice of Decision from the ZBA on the Rehearing request will be discussed at the June 6 BOS meeting.

- **Attorney Ratigan - Retainer**

Aldrich moved to hire John Ratigan for legal services retainer for the remainder of this year with a fixed retainer in the amount of \$40,000 prorated for this year starting June 1. VanCor seconded the motion, which passed unanimously.

OTHER BUSINESS

The Town's website now has a Town Clerk section for posting announcements. Margaret Halpert has offered to work with town employees to make changes for the website.

Aldrich noted that the town hall floor was refinished in 2014. The BOS will get quotes for oil based finish on the floor.

Phil Shaw has declined to take the chair position for the EDC. A speaker from SWRPC will be at the June 21 EDC meeting.

The Rescue Inc. contract will be reviewed before it is discussed at the June 6 meeting.

The Chesterfield Happenings for June was discussed and will be emailed on May 24 to everyone on the list.

The Chesterfield Historical Society is now a nonprofit organization. They have requested that they be included as a nonprofit organization on the Town Hall Rental Agreement. The BOS wants to be sure that the rules of the policy are adhered to for all organizations that have no fee use of town buildings.

- **Public Comment**

Margaret Halpert has offered to work with town employees to make changes for the website.

Nonpublic RSA 91-A:3 II(a) Personnel

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

VanCor moved to come out of Nonpublic. Aldrich seconded the motion, which passed unanimously. With no other business to conduct, the meeting adjourned at 11:15 p.m.

Respectfully submitted,

Patricia Grace
Secretary

Approved by:

Jon P. McKeon, Chairman

Date

Jeanny Aldrich

Date

Norman W. VanCor

Date