

**Town of Chesterfield
Board of Selectmen
MINUTES
August 22, 2018**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:02 p.m. Also in attendance were Norman VanCor, Jeanny Aldrich and Alissa Fox, Town Administrator.

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

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

Motion passed unanimously.

• **Selectmen Minutes Review**

McKeon moved to approve the minutes of July 25, 2018 as amended. VanCor seconded the motion, which passed unanimously.

Aldrich moved to approve the minutes of August 8, 2018 as amended. VanCor seconded the motion, which passed unanimously.

GUESTS

6:15 p.m. - Chris Lord

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

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

Motion passed unanimously.

6:30 p.m. - Chief Duane Chickering

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

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

Motion passed unanimously.

INFORMATIONAL SESSION – 7:00 p.m. – Held at the Town Hall

McKeon thanked everyone for coming to the Informational Session. He introduced all members of the board, the town administrator and Selectmen's secretary. Coffee and desserts were available.

McKeon gave an overview of the following Selectmen's projects:

Town Hall Annex: Working on a construction project to replace the existing Annex building with a new structure. He provided projected dates from the walk thru with general contractors to the January 23 projected date for the final plan.

Former Town Office Building: Agreement negotiations with the potential purchasers; BOS has received ZBA approval for mixed use of the property; a clarification/rehearing request has been approved and will be heard on September 11.

Aldrich gave an overview of the following Selectmen's projects:

Town's Website: We will be working on the website to make it more user friendly which will help with communication. She encourages residents to sign up to receive the monthly Chesterfield Happenings emails that list department activities and events around town.

EDC Update: The Economic Development Committee will have surveys available at the Old Home Day (September 29) to get information on what type of businesses the citizens would like to have in Chesterfield. They would like to set a process as to how a new business can get started and what steps are required.

VanCor gave an overview of the following Selectmen's projects:

Wares Grove & North Shore Beach Erosion Update/Cottage HVAC: VanCor has been working with an engineering firm for consultation on how to resolve the erosion issues at Wares Grove and North Shore beaches. The firm has done surveying, preliminary drawings and will be obtaining DES shoreland and wetland permits. An RFP will be provided for contractors to bid on the project, with work to start in the Spring.

There was water damage done at the cottage last winter and more work is required, including replacing the HVAC system before winter.

Director of Public Works Position: Chris Lord has accepted the position as Director of Public Works, in addition to being the Road Agent and supervisor of the Transfer Station. The new position will include the responsibility for all town buildings, hiring snow removal, overseeing all town vehicles and equipment and helping the BOS with the Capital Maintenance Plan and the Capital Reserve Fund for the Town.

Henry Underwood of Southwest Region Planning Commission: Underwood will be working on the culvert inventory and assessing to determine the condition of the culvert in town. Underwood stated that Lisa Murphy of SWRPC has been working on the Spofford Lake Management Plan to get specialized funding for the lake. 15 volunteers worked on a shoreline survey, field survey, and water volume survey for an implementation for a grant application. Pam Walton and Norman VanCor are working on the steering committee for the grant proposal.

Open Comments, Discussion, Questions

Katherine Cox – Linfield Ln: Cox asked what is the project at the Annex. McKeon replied that a concept plan was presented at the Town Meeting. The concept was approved to remove the Annex portion of the Town Hall and to construct a central building to house a kitchen. Two heating systems will be replaced with one system on this project.

Cox also asked if tax money is being used to fix the former Town office building. McKeon replied that the prospective buyers will be responsible for bringing that building up to code to be habitable.

Cox asked if the updated website will have a link to Spofford Lake issues. Aldrich replied that she will look into it and will work with SLA.

Lyle Foley: Foley noted that there used to be a blinking light at the intersection of Rt. 9 & 63 that no longer exists at that hazardous intersection. McKeon noted that the BOS has made suggestions to NHDOT to install a warning signal. NHDOT has provided a plan for the intersection that includes cutting and branches along that section of Rt. 9 to allow better visibility, painting turn islands and installing a lighting system that warns drivers going east and west of traffic in the intersection on Route 63.

Cliff Emery: Emery asked for more information for stipulations on the former town office septic system. McKeon replied that it will be the responsibility of the new owner if the septic system

needs to be replaced. The purchase and sales agreement will include a maximum usage of water. The new owner will own the building and there will be a lease on the land. The outside of the building features will stay the same, including the slate roof. There will be a timeline for work on the building.

Emery asked if the Chesterfield Facebook be included on the towns website. Aldrich replied that Facebook is being run by another person and will not be included on the website.

Emery asked what the outcome was during the 4th of July with the new fireworks ordinance in place. Chief Chickering replied that the Police Department had numerous complaints about fireworks and there were only four permits issued to people in Chesterfield. There were no citations were issued this year. Chickering feels that there are issues with the ordinance that need to be addressed. It was suggested that there be a round table discussion to address what works and what doesn't work with the ordinance. Chickering noted that there were 80% less fireworks set off on Spofford Lake than in the previous year.

Bill Manter – Rt. 63: Manter thanked Chickering for having the Smart Cart set up over the July 4th week. He suggested that the town look into grants to purchase more speed control devices to help slow down drivers. Manter noted that the new property assessments seem to be an increase of 3 to 4%.

Lois Bradstreet – Rt. 63: Asked if the BOS is still considering the Mooring Law at the lake, and if so, how would that affect lake property owners. McKeon replied that the BOS doesn't have any data on moorings yet. Steve McGrath, President of the Spofford Lake Association noted that boat mooring permit fees are given to the State and the town would not benefit from the fees.

Edward Smith: Smith noted that if a mooring permit is required on the lake, everyone with a mooring would have to apply for a permit.

Unknown attendee: The question was asked if there was some way to petition the State to either put up a sign, if not a light at the intersection of Rt. 63 and 9. McKeon suggested that letters be written to NHDOT to push them on that issue. Jeff Scott stated that the rumble strip demand (by the town) got action from the State. VanCor noted that the BOS made requests to NHDOT on their preliminary plans and he urged others to look at their 10-year plan.

Art Huggins – North Shore Rd.: Huggins stated “Kudos” to the PD for their work performed around the boat ramp. He also asked if the drainage ditches are periodically cleaned out around the lake. Chris Lord stated that they were.

Cliff Emery: Emery asked what is being done with the 28 acres that the tax payers bought for the school. Former Selectman Brad Roscoe noted that cross country trails are being used by the school and there is a possibility of having a solar array placed on that property.

Unknown attendee: An update was requested on the previous alcohol rehab facility (Spofford Hall) on Rt. 9A. McKeon replied that there are two legal actions in the court system on that property; one is for a ZBA variance and one is for an RSA 155B which is a dangerous building and a public health hazard. The Court stated that they wouldn't move forward on the public health issues until they look at the zoning issue, which has been held up in the court system for at least four years. The ZBA approved a cluster development in that area and the Select Board brought suit to the ZBA, stating that it was not the best interest of the Town. Emery asked who was funding the legal fees for the zoning issue. McKeon noted that a group of private citizens are funding the suit through the Select Board so there is no cost to the Town. The ZBA applicant is funding the legal fees for the ZBA.

Bill Manter: Manter noted that the beach erosion issues are climate change issues that are far beyond our control. Ken Walton replied that the lake level has been higher than it should be and

the boards should be removed when we know a storm is coming. Aldrich noted that there is no way that we can determine what these storms will bring or whether we can expect a drought. She added that even with the rain we've had, we are still in a drought. The Town is managing the dam the best we can, even with all the consistent changes in the weather that we've never seen before. Walton stated that there is erosion all around the lake. He added that the average summer water level in the past has been 14 inches from the top of the dam and it has been consistently higher. Pam Walton suggested that the lake level be set earlier in the year to the appropriate summer level and hold it.

Lyle Foley: Foley noted that one of the Spofford Lake water quality issues is the excessive salt that is fostering the growth of organic matter. She asked if there was some way we could petition the State to designate these roads for less salt usage in those areas, as it does in other environmentally sensitive zones. The road agent is currently looking into other salt alternatives to be used.

Lucky Evans – Rt. 63: Evans stated that Pierce Island is considerably smaller than it was 40 years ago, due to the high lake level.

Old Home Days: McKeon announced that the Old Home Days event is scheduled for Saturday, September 29. Aldrich announced her appreciation of the great number of volunteers, some of which work on committees and boards, and provide many hours of services to keep the town running.

WEEKLY REVIEW

- **Code Enforcement Report**

The Code Enforcement activity report was reviewed by the Selectmen for the week ending August 18. The report included permits issued, field inspections, complaints and violations.

SUGGESTION BOX

One suggestion:

What can we do, as a town, to require houses on the lake that have septic holding tanks to put in septic systems, or at a minimum, alarms so that they don't just overflow into the lake.

OLD BUSINESS

- **Town Hall Annex Plans**

Was discussed at the Information Session.

- **Former Town Office Plans**

The former town office building was discussed at the Information Session. McKeon will write a letter to the Planning Board informing them of the intended use of the major site plan for the change in use.

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

McKeon has presented a permit and a plan to Aldrich and VanCor for Wares Grove. VanCor will forward a copy to Fuss & O'Neill.

- **Parks & Rec Cottage (HVAC, Insulation) and Beaches Condition**

Quotes were reviewed from L&G Propane, Bergeron Mechanical and Sean Ogren Plumbing & Heating. Builders Installed Products will have a separate quote next week for the insulation. *VanCor moved to have a new HVAC system installed at Wares Grove cottage, to be installed by L&G Propane for the amount of \$5,200.00 as specified in their proposal. Aldrich seconded the motion, which passed unanimously.*

- **Town 3-D Topo Map, Roads, Zoning, Features Update**

Tabled.

- **Office Basement Dehumidifier – Waiting on Handyman**

Tabled.

- **Handyman – 1 Application**

One application has been received. The applicant will be invited to meet with the BOS next week after he has met with Chris Lord.

- **Camp Spofford Agreement**

VanCor will schedule a meeting the director of Camp Spofford next week for a tour of the property.

- **Article 21 – Painting and Maintenance Historical Society**

McKeon will get an RFP out this week.

- **Transfer Station**

- Stickers, renewal time frame, display area – Tabled for work session.
- Over all view of TS, fees, cost revenues and expenses – Tabled for work session.

- **CMP – To Do List**

Tabled for work session.

NEW BUSINESS

- **Budget Committee Meetings Start – September 18 at 7:00 p.m. in OEM Room**

Department heads will be scheduled to meet with the Selectmen to discuss their budgets.

- **ZBA Secretary**

Tabled.

- **Tax Collector Safe**

Tabled.

- **Keys to Selectmen's Office**

Tabled.

- **Old Home Day's Letter**

A letter was reviewed from the Old Home Days Committee with the schedule of events for the rescheduled date of September 29. Aldrich will obtain an occupational permit from the fire department for the beer and wine booth. The BOS is in favor of the event.

- **Right-To-Know Class**

The BOS encourage board and committee members to attend fall workshops being offered by NHMA for September and October. Emails will go out to those members with the dates and class information.

- **NDA from Consolidated Communications**

Brad Roscoe has asked for the BOS to have legal counsel review Nondisclosure Agreement from Consolidated Communications to be reviewed before it is signed. The BOS agreed to have the document reviewed by legal counsel.

- **Letter from NH-DES – Map 5M Lot A Unit 2**

McKeon will send a notice from the BOS to Jim Phippard of Brickstone Land Use that he was supposed to be checking the silt fences after every rainfall events on this lakefront property. NHDES will follow up on the complaint for the location of the dock at that property.

- **Cheshire Registry of Deeds**

Cheshire County Registry of Deeds requires the town to sign a contract to install a software program needed to receive the property transfers for Chesterfield. The contract will be discussed at the August 29 meeting.

OTHER BUSINESS

McKeon noted that he wants to get “Dragon Speak” working for the August 29 meeting.

All BOS members have agreed to sign a letter written to Rancourt on North Shore property.

Aldrich will be working on developing the town’s website with Margaret Halpert.

VanCor plans to attend the 2019-2020 Legislative Policy Conference on Friday, September 14.

VanCor announced that there are meetings held every Tuesday at the American Legion in Brattleboro for all veterans to meet and talk over coffee and donuts. The meetings start at 9:00 a.m. They would be very interested in having veterans from Chesterfield to attend.

Aldrich suggested that there be a sign available at the front of the Town Office building of upcoming events in town, similar to the one at the library. Aldrich will get more information.

- **Public Comment**

Jill Diesl asked if the public can attend the Right-To-Know classes being offered if the individuals pay they own way. McKeon replied that the public is allowed to attend. There is a member and non-member fee.

Jeff Scott asked to have agendas posted for meetings to help general public to know what is being discussed and if they want to attend those meetings. The BOS agreed that all committee/board chairpersons should provide those agendas to be posted on the town’s website as a courtesy to the public.

With no other business to conduct, *VanCor moved to adjourned at 11:03 p.m. Aldrich seconded the motion, which passed unanimous.*

Respectfully submitted,

Patricia Grace
Secretary

Approved by:

Jon P. McKeon, Chairman

Date

Jeanny Aldrich

Date

Norman W. VanCor

Date