

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

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:00 p.m. Also in attendance was Norman VanCor.

Selectman Jeanny Aldrich requested to join the meeting via Skype. Aldrich was unable to attend this meeting because she was working out of the state. No one was in the room with her.

McKeon moved to allow Aldrich to join the meeting via Skype. VanCor seconded the motion, which passed unanimously.

WEEKLY REVIEW

- **Suggestion Box**

There was no key available to open the suggestion box.

- **Code Enforcement Report**

The Code Enforcement activity report and violation tracker were reviewed by the Selectmen for the week ending October 27. The report included permits reviewed and issued, field inspections, complaints and violations. The Code Violation Tracker indicates that Parsons will be receiving photographs of the propane tank on the George property. Those photos need to be dated and will be reviewed by the Selectmen when they are made available.

PUBLIC COMMENT

Judy Boyer, resident of Spofford, requested that more information be included on the Town's website and bulletin board for the voting process. Boyer noted that the Town Clerk does not have a webpage on the website. She suggested that the Town Clerk have a page where she can access it to make changes. McKeon noted that the Town Clerk does have a webpage. Aldrich noted that she is setting up a meeting with a webmaster next week to discuss how individuals can add information to the website.

Jeff Scott noted that there seems to be an issue with Parks & Rec lifeguards, i.e., not being able to hire enough of them, holding on to them and, in some cases, parents relying on the lifeguards to watch their children. Scott asked if there was a need to have lifeguards. McKeon noted that there is no statute stating that they are required. The summer camp children cannot enter into the water without a lifeguard on duty.

Select Board coverage for the upcoming elections on November 6:

McKeon – from midday on

Aldrich – from 2:00 p.m. on

VanCor – all day

If a fill in person is needed, the Board will select a pro tem to cover during Election Day.

OLD BUSINESS

- **Town Hall Annex Plans**

The BOS has interviewed three contractors for the Town Hall Annex project. The Board will discuss those interviewed and choose a contractor on Saturday, November 3 at 9:00 a.m. in the Town Office meeting room.

- **Former Town Office Plans**

McKeon will contact the Dompier before next weekend.

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

The new set of plans are ready for NHDES to review for both Wetland and Shoreland Protection permits. The property line has been established and fits on the plan. The property line between Wares Grove and the Martini property weaves in and out of the wetland and stream.

The Board discussed having three contractors look at the plans for the project to give an estimated price before an RFP is completed. Fuss & O'Neill may provide names of contractors who would be interested in the project. This will not exclude local contractors that may want to provide a quote. A State grant for the drainage issues could cover up to one-third the cost of the project. The total cost for the project will be between \$300,000 and \$400,000.

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

Farnum is scheduled to start the insulation work in December on the cottage.

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

Tabled.

- **Camp Spofford Agreement**

Agreement tabled. Paperwork was submitted to the Planning Board by Camp Spofford for work being proposed.

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

McKeon met with a contractor on October 26 to review the masonry and painting work required at the Historical Society. Some of the work could be done now and the rest will be completed in the spring of 2019.

- **CMP – To do list**

McKeon noted that the CMP is set for what needs to be done. VanCor will review the P&R budget plans to compare it with the CMP plan.

- **Budgets**

Budgets were discussed for the following departments:

Parks & Rec – Tabled

Code Enforcement – The Board felt that a leased car would be the best solution to have a dependable all-wheel drive vehicle for a budget line item of \$3,400. Meeting and conferences to drop to \$750 from the \$1,000 proposed.

GUESTS

6:45 p.m. - Dan Ketola & Dave Bergeron – Gateway Drive

The Board discussed the maintenance bond for the road project at Gateway Drive. Ketola stated that the topcoat, shoulders, stripping and shimming the road is complete. Ketola will provide the Board with documentation of the gravel base, compaction testing and a compaction report of the road for their review. McKeon noted that the surveyor must verify the elevations and layout that conforms with the Planning Board plan. Fieldstone was the last surveyor to work on the project. Bergeron noted that all the drainage is part of the association. McKeon noted that the Board requires an easement to maintain drainage off of the roadway.

Bergeron stated that there is only one culvert that goes under the road. Bergeron will provide the information on the maintenance bond which will be 10% of the construction cost for the entire roadway. The maintenance bond will remain in place for 365 days from when the road is accepted. Ketola is responsible for all maintenance of Gateway Drive for one year following the acceptance of the road.

7:00 p.m. - George Preston & Bruce Potter – Library Budget

The 2.7% increase is for the COLA salary only. Money for trimming of trees will come from the Capital Maintenance Plan.

NEW BUSINESS

- **Background Checks on Volunteers**

The cost of the Parks and Rec background checks comes out of the Programs budget. Basketball and soccer coaches are required to have background checks and will be required every three years. Volunteers that work with children can get their background checks done at Troop C in Keene. The Town will abide by the RSA.

- **Vehicle for Code Enforcement**

Aldrich will get vehicle cost information from Rob Noyes.

- **NH Building Officials Association Renewal**

The cost for the annual renewal fee is \$320 per person. The renewal covers 7 regular monthly training meetings at \$35.00 per meeting.

OTHER BUSINESS

Aldrich will be meeting with Bill Vermouth to discuss the purchase of a Cloud program for the Code Enforcement computer. She will be meeting with Julian McBrowne this week to discuss the Town's website.

McKeon emailed Mary Ewell of the Monadnock Energy Hub to acknowledge that the BOS is in support and them working with the solar group and that the solar group is not a group or a board under any direction or control of the municipality. The solar group does not want to be constrained under RSA 91A.

Surrounding towns have been contacted to get ZBA secretarial coverage for their upcoming meetings.

The Planning Board will be discussing two applications at their November 5 meeting. They are:
Area 51: Alterations to the fireworks store

Camp Spofford: To eliminate their exterior basketball court and to put something else in place of it.

The Code Enforcement position has been added to the Town's website and is being advertised in other areas.

McKeon will forward the correspondence received from Attorney Silas Little last week to Attorney John Ratigan. The BOS will request consultation from Ratigan on the Nine A LLC court case.

Jeff Scott noted that the solar group will be meeting with the Monadnock Energy Hub on November 7 at 4:00 p.m. at the Town Office meeting room.

An email was received from Susan Newcomer requesting that food be available for purchase at the Annual Town Meeting in 2019 to satisfy the needs of the town residents. To be discussed at the BOS meeting on November 7.

• **Selectmen Minutes Review – October 24, 2018**

McKeon moved to approve the minutes of October 24, 2018 as amended. Aldrich seconded the motion.

Vote called: Aldrich – yes; VanCor – abstained; McKeon – yes
The motion passed by majority vote.

VanCor moved to adjourned at 8:33 p.m. McKeon seconded the motion, which passed unanimously.

Respectfully submitted,

Patricia Grace
Secretary

Approved by:

Jon P. McKeon, Chairman


Date



Jeanny Aldrich

Date

12/7/18



Norman W. VanCor

Date

12/7/18