

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
JANUARY 2, 2019**

**CALL TO ORDER**

Chairman Jon McKeon called the meeting to order at 6:03 p.m. Also in attendance were Norman VanCor and Jeanny Aldrich.

**PUBLIC COMMENT**

Barbara Girs (Resident) stated she would like to bring i attention to the board of the pipe that runs under Winchester Road. The pipe is either blocked or not big enough. Girs noted her concerns are that water overflows the pipe and culvert, which flows over Route 63 and floods her yard. Girs noted that the water going over the road gets icy. Girs stated she brought this issue up to Chris Lord (Road Agent) last summer and was told that 63 is a State road and she needed to contact DOT. Girs noted that she spoke to the State DOT and they indicated that pipe goes under Winchester Road and therefore it is an issue that needs addressing by the Town.

John Koopmann noted that the parking issue with Fish and Game and Marine Patrol at the boat launch appears to be resolved. Koopmann noted that there is an arrangement with Camp Spofford allowing both agencies to park their vehicles and trailers on their property.

John Koopmann noted that the trailers at Camp Spofford pay individual taxes about \$10.00 or \$20.00 per year. Koopmann asked if this amount was the correct amount. McKeon noted that the Town has been through two different assessing companies and both have assessed them at about the same rate. Koopmann asked if the trailers were inspected regularly. McKeon noted they should be inspected. Koopmann noted that he was concerned about emergency access.

John Koopmann noted that VanCor will be talking about mapping later on in the meeting and asked if there is going to be a map dealing with delineating the Spofford WaterShed. VanCor noted that is not planned at this time, but Southwest Regional Planning Commission could assist with accomplishing that if the Board wanted it done.

**OLD BUSINESS**

**Town Hall Annex Plans–**

McKeon noted that he did not have the ability to put all of the suggestions made by Rattigan into the contract as the document was protected. McKeon has requested a new copy and also Appendix B. McKeon noted the board should send along any suggestions to him and he will incorporate them into the document for review at the next meeting.

McKeon noted that there is a preliminary schedule for the project which brings it through June. McKeon noted that the board should have three sketches, a timeline and confirmation of budget before the February 2, 2019 meeting. McKeon will schedule DA Brothers for the Selectboard meeting on January 9, 2019 at 6:00 PM

## **Former Town Office Plans**

McKeon noted he has nothing on this right now. It was noted that the EDC is working on some options.

## **Progress on erosion issue on town owned beaches**

VanCor noted that there is a shoreland permit application and a wetland application for McKeon to sign. VanCor noted that two bids have been received for the remediation work. VanCor noted that six companies were invited and 2 showed up. VanCor stated that they were asked to provide two separate bids, one for each beach, noting that it is one project but the board wanted the bids separate.

The board opened the bids.

Aldrich noted that Daniels Construction's bid is \$193,500.00. Aldrich noted that it was not separated out by beach. It was noted that the bid does exclude ledge.

McKeon noted that Pat Rawson provided two bids, one for each beach. The bid for Wears Grove was \$59,400.00 noting that it does not include removal of ledge, boulders, abnormal substrata, snow, frost or frozen ground.

VanCor noted that the bid for N. Shore portion of the project is \$61,000.00.

The total bid from Pat Rawson for the entire project is \$124,000.00.

VanCor will reach out to Pat Rawson and let them know the Town is very interested in their proposal. VanCor noted the Selectboard would like Pat Rawson to meet with the engineers and move forward toward Town Meeting.

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

McKeon noted that this should be looked at in February to get something out for the Spring. Aldrich suggested that the DA Brothers may be interested. McKeon noted they will speak to them at the next meeting.

## **CMP - To do list**

VanCor noted that there is \$5800.00 in the Parks and Rec Capital Reserve fund and there may be a misunderstanding of the purpose of the fund. It was noted that it was put there for new courts (tennis and basketball). McKeon noted if there is no longer a desire to put in new courts, there needs to be a warrant article to transfer funds and then another to eliminate the fund. VanCor noted that if possible the money should be moved and used on the capital maintenance plan for some of the repairs that need to be done. McKeon noted that the Town would need to figure out what to do with the money. VanCor will speak with the Parks and Rec Commission at the next meeting and ask them for ideas.

## **Budgets**

### ***Health Agencies/Services***

The Health Agencies budget is up 12.85%.

McKeon noted that there are qualifications that the Town voted on and each agency needs to meet the criteria. It was noted that the criteria was set up at Town meeting in 1997. The board will review the criteria and revisit this at the next meeting.

### **Assessing Software**

There is a meeting on January 10, 2019 with Clerkworks at the Town Offices. There will be 2 board members present and so it will need to be posted.

### **Board of Selectmen Rules of Procedure**

VanCor noted he had a few suggestions.

The board reviewed the suggestions and will incorporate them into the draft.

### **GUESTS**

#### **6:30 PM Sam Green – DRA**

Green noted he was there to report on the assessing side of the DRA.

Green noted that he looks at the results of the revaluation to make sure they make sense and also does an assessment review. Green noted that the Town will receive a letter indicating the areas that the Town is strong and also any areas that may need improvement.

Green noted that the assessment review looked at 33 samples and found that 3 had issues that he felt the assessor incorrectly assessed the property. Green noted that he does need to check the property cards to make sure he is using the most current ones. Green noted that one example was a deck on the lake which replaced a previous deck and the measurement did not match. Another example was a home with a finished basement that showed an unfinished basement on the sketch.

Green noted that there were 35 properties looked at for accuracy of data and there was only one that showed a substantial error. It was graded as excellent, but it did not warrant an excellent rating as it does not meet the standard for that grade.

Green noted that the Town will receive a USPAP report (Uniform Standards of Professional Appraisal Practice) which will be used as the quality standards for the next 5 years.

Green noted that he looked at 12 sales in Town and noted that there was one sale where the field quality rating was not in line and it was the one property that was noted earlier. Green noted that he will report to the assessor on that property and give him a chance to comment.

Green noted that he looked at 35 properties and of that random sample one had a significant error. Green noted that the house is a cape looking out over the water, but it should be a raised basement. Green noted that he did need to look at the property card to make sure it was not updated after the assessors field review.

Green noted that the data collection was good and M&N Assessing did better than average.

Green noted that the reality of assessing is that no assessing firm will get into all of the properties in Town. M&N's rate of entry for our town is right on par with what he expects.

VanCor asked about the trailers on Camp Spofford Property and their assessments. Green noted that all campgrounds are the same in the State and all Towns are aware that each trailer needs to be assessed.

Green noted that the assessment review letter will be sent out in the summer noting areas the Town does well and any areas that need improvement.

#### **7:00 PM Brad Roscoe – Broadband**

Brad Roscoe noted that the proposals for Broadband have been received.

Roscoe provided a summary of the proposals to the board along with a list of questions that he will be asking.

Roscoe noted that 3 bids were received which included 5 proposals.

Roscoe noted that Consolidated provided two proposals. The first is 1.8 million dollars to upgrade the copper in town and continue to use DSL. The second proposal from Consolidated is \$2.1 million which would include installing fiber to each location.

WiValley's proposal was to utilize wireless technology and would cost \$138,000.00. This would provide service to most of the unserved residents.

Argent proposed running fiber from the existing copper with a price of \$423,000.00. Argent also proposed fiber to most of the town for \$1.36 million.

It was noted that wireless technology will not get the speed of fiber and relies on clear sight lines to the towers.

Roscoe noted that he will be asking the companies about the extent of their side of the cost sharing. Roscoe noted that it depends if the Town wants to spend the least amount of money to come up to the standard or to spend more money and surpass the current standard setting themselves up for the next 20 or so years.

The board would like to hold an informational meeting to get feedback. Aldrich asked if the Board should have an expert look at the proposals. Roscoe noted that the proposals are very different and the only questions right now are subjective and how much the Town wants to spend.

Roscoe noted that he went to a broadband meeting of local Towns and they mentioned that Wilton NH partnered with a broadband company and since they have done that, they have had an influx of telecommuters coming into Town.

The board will hold an informational meeting on January 19, 2019 at the Town Hall at 11:00 AM.

Roscoe will place a meeting notice on facebook, his email list and put a sign at the Transfer Station. Thomspson will place a meeting notice in the Chesterfield Happenings Email and Lachenal will put it on the Town Website.

## **NEW BUSINESS**

### Boards/Committees – Terms

The board reviewed the list of members. It was noted that the list needs to be updated and the terms need to be checked for accuracy. Thompson will meet with the Town Clerk for the expiration dates.

*Jon McKeon moved to appoint Sue Parker for a 3 year term to the Parks & Rec Commission. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.*

### Letter from Lois Bradstreet

The board received a letter from Lois Bradstreet. McKeon will thank her for her letter.

### Chickering 3 year Fitness Testing

Duane Chickering passed his fitness testing.

### BEA Letter – Economic Revitalization Zone Tax Credit Designation

The ERZ 1 designation was approved for the property on Spaulding Hill.

### Commerford, Nieder, Perkins Assessment Quote

The board received a quote from Commerford, Nieder, and Perkins. Aldrich noted that if the companies are on par with each other, it comes down to cost. Thompson noted she has had no issues working with M&N Assessing and the report from the DRA indicates they are above average. McKeon noted that the only complaint he had with M&N was that they were not going into houses. VanCor noted that issue had been addressed. It was noted that the quote from M&N Assessing was a flat rate and the quote from Commerford, Nieder and Perkins was not.

*Jeanny Aldrich moved to enter into a contract with M&N Assessing for the year 2019 in the amount of \$16,200.00. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.*

### Town Report Printing Quote

The quote to print Town Reports was received from R.C. Brayshaw & Company for \$1895.00, which is the same as last year's price.

*Jon McKeon moved to use R.C. Brayshaw & Company to print Town Reports in the amount of \$1895.00. The motion was seconded by Jeanny Aldrich and passed by roll call vote.*

### Application for Home Business - Smith

An application was received for a home business. McKeon noted that Thompson needs to make sure that it fits in with the Zoning regulations and then has the authority to sign the applications.

### Chesterfield Happenings Approval

VanCor noted he had some comments and will get them to Thompson in the morning.

## **OTHER BUSINESS**

McKeon noted that he was informed that there is a business being run out of the A-frame house on Route 9 (Former Creamy Cove). Thompson will get the information to Code Enforcement to investigate.

Aldrich noted that she received 3 proposals for the upgrading of the IT systems. Aldrich noted she believes Nancy Aichele will have the Town to where they need to be in the next year. Aldrich noted that Nancy Aichele's proposal is \$14,000.00 not including labor costs. Aldrich noted that Aichele is local and can come in and fix issues that arise and she is already working with the PD. Combining the PD and the Town Offices will save some money. McKeon noted that he would like to have an estimated labor cost before the next meeting.

McKeon noted he attempted to contact Daryl Chase regarding the work he is performing on the Parks and Rec 4 wheeler but has been unable to make contact.

Thompson noted that one of the Highway Vehicles hit a tree Friday morning. This was a result of the icy road conditions. A claim has been placed with the insurance company. There was no personal injury and no property damage other than the truck. The truck is drivable until it can be repaired.

**NON-PUBLIC**

*Jon McKeon moved to go into non-public session per RSA 91-A: 3, II (a). The motion was seconded by Norm VanCor and passed unanimously by roll call vote.*

*Jon McKeon moved to come out of Non-Public session. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.*

*Jon McKeon moved to go into non-public session per RSA 91-A: 3, II (e). The motion was seconded by Norm VanCor and passed unanimously by roll call vote.*

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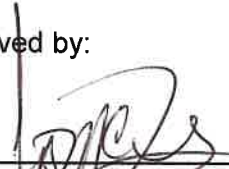

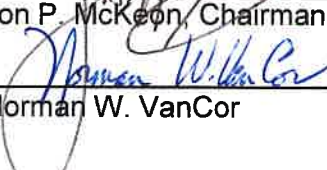

*Jon McKeon moved to come out of Non-Public session. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.*

*Jon McKeon moved to adjourn at 11:25. The motion was seconded by Norm VanCor and passed unanimously.*

Respectfully submitted,

Tricia Lachenal  
Interim Secretary to the Selectboard

Approved by:

 _____ Jon P. McKeon, Chairman	 _____ Date
 _____ Norman W. VanCor	 _____ Date
_____ Jeanny Aldrich	_____ Date