

**Town of Chesterfield  
Selectmen's Working Meeting  
March 13, 2019  
Minutes**

**Opening:** Jon McKeon called the meeting to order at 6:00 PM. Jeanny Aldrich, Norm VanCor and Susan Rigg, Secretary, were present.

**Weekly Review:** Brad Roscoe addressed the Board regarding Consolidated Communications request to remove the requirement for a Performance Bond for the Broadband installation project. Roscoe consulted with Attorney John Ratigan and he advised we do not have to require a Performance Bond. The Board members agreed the Performance Bond requirement can be removed.

**Old Business:**

**Town Hall Annex Plans:** McKeon said he spoke with the contractor regarding the floor plan changes. Adjustments have been made and the contractor is moving ahead with the final plans. McKeon has the contract put together and ready to sign and expects construction could start by the end of April 2019.

**Progress on erosion control issue on town beaches:** VanCor said he conducted a telephone meeting with Fuss & O'Neill and discussed errors and omissions on their drawings. He said there are changes to the plans which may require Fuss & O'Neill being available for further discussion with Pat Rawson Construction. VanCor said he expects Fuss & O'Neill to be available to explain the changes/updates without charging a fee.

VanCor said he submitted Wetland and Shoreland Permit applications for Ware's Grove. The wet land application for North Shore Beach is held up because neither abutter has signed the agreement. If signatures are not returned, the Town can still move forward. The Town can show the Department of Environmental Services (DES) that a good effort has been made to notify homeowners.

**Legislative Bulletin:** VanCor said the board should speak against the Inspections by Planning Board Consultants referenced in this week's bulletin. This change would have towns incur consulting costs when additional tests or information is needed. VanCor believes the developer or applicant should pay for the costs incurred.

**CPR Class:** Aldrich has spoken with the Chesterfield Fire Dept and they will hold CPR classes for the Community in May. Tricia Lachenal is working with Rescue, Inc. for the employee training. Thompson said Primex has advised that CPR certificate for employees is not required.

**PD Expectations:** Aldrich will put together a guideline of expectations for department head quarterly reviews for discussion at the next meeting. McKeon said we should consider what we want from every department, not just the Police Department.

**Sharing Shed- Clean Out Day** - Aldrich will make a new sign and the Board will consider it at the next meeting.

**Welfare Guidelines** - tabled until the new manual is received.

**Chesterfield Happenings:** The Board agreed that Non-Profit and Community groups of Chesterfield may place events in the Chesterfield Happenings, but the Town's Meeting must stay the most prominent.

## **Guests:**

Route 9 A- Frame: Kosta Ioannou came to talk with the board about the property compliance issues at 1541 Route 9. McKeon advised him there is a report of a business being run at this location, which is in the residential zone. Ioannou said there is not a business at the location. His tenant owns several trucks, which are registered, and the trailers are personal property. McKeon said the Ordinance allows for a screen or fence to shield the items from view. VanCor said it appears as a business. Aldrich said the accumulation of items is noticeable. McKeon reviewed the ordinance and said the property should be inside a structure, or behind fencing, trees, etc. McKeon said if Ioannou states there is not a business, the Board will accept that. The tenant asked to speak but McKeon said he cannot speak because he is not the property owner. The tenant did state he plans to put a structure on the premises to store the items. McKeon advised he should talk with Planning and Zoning Boards before putting up a new structure.

*VanCor moved to go in Non-Public session pertaining to RSA 91-A:3, II(c) for the purposes of discussing a private matter which would adversely affect the reputation of someone other than a member of the public body. Aldrich seconded the motion and it was voted unanimously to approve by roll call vote.*

*McKeon moved to come out of Non-Public session. VanCor seconded the motion and it was unanimously approved by roll call vote.*

*McKeon moved to seal the Non-Public minutes. VanCor seconded the motion and it was voted unanimously to seal the Non Public minutes by roll call vote.*

*VanCor moved to go into Non-Public session per RSA 90-A:3, II(b) the hiring of a public employee. Aldrich seconded the motion and it was unanimously approved by roll call vote.*

*McKeon moved to come out of Non-Public Session. VanCor seconded the motion and it was unanimously approved by roll call vote.*

## **NEW BUSINESS:**

**Local Officials workshop series** – The NHMA is offering local officials training sessions. It was agreed Susan Rigg would send out an email to all board and committee members and will register those that are interested. Rigg will also print up several copies to be brought to the meetings by the Selectboard.

### **Board of Selectmen Rules of Procedures dated 1/9/2019:**

- Page 3 and 4: no time limit will be inserted as the Chair is able to interrupt a speaker.
- Under E. New Business in the Rules and Procedures #2 “submitted by noon the Tuesday” will be replaced with “by noon the Friday”.
- E. New Business - in the Rules and Procedures #3 “submitted after noon the Tuesday” will be replaced with “after noon the Friday”.

*McKeon moved to amend the rules and procedures as discussed. Aldrich seconded the motion and it was approved by unanimous roll call vote.*

**Tax Collectors Workshop** - Aldrich will reach out to new Tax Collector to discuss the workshop. Liz would like to be put on the agenda for next week. McKeon suggested Thompson talk with Liz.

**Correspondence (other business)** McKeon read a letter from Mr. McCarty and Mr. Skiba. They thanked the board for their time and courteousness regarding the grading and water issues at Gateway Lane. McKeon went on to say he spoke with Dan Ketola and advised him the culvert and road issues must be fixed if the Town is to assume the road. Ketola said he would do so. VanCor asked for a response to the letter writers and McKeon agreed he would respond to the condo owners.

McKeon said Faith Mba volunteered to join the Economic Development Committee. Aldrich will ask the candidate to attend a meeting and meet the committee.

McKeon read an email received from Renelle L'Huillier, Esq. She is working for the Town on the bonding for broadband project. She asked if the Selectboard minutes of January 23, 2019 could be clarified to reflect the selection of Consolidated Communications as the provider. Specifically on page 4, the 3<sup>rd</sup> vote should be amended.

*McKeon made the motion to amend the January 23, 2019 minutes to include the name of Consolidated Communications. VanCor seconded the motion and it was approved by unanimous roll call vote.*

*McKeon made a motion to install a footnote into the January 23, 2019 minutes to reference this change in the March 13, 2019 minutes. VanCor seconded the motion and it passes unanimously by roll call vote.*

Aldrich said she had a resident ask about the pot hole across the post office. As the pot hole is in the parking area, it was agreed to let Chris Lord (Highway Dept) know he can fix this.

Aldrich asked if the Town would be willing to pay the \$135 child care fee for the Town meeting. McKeon and VanCor agreed to pay this cost.

Aldrich asked if the Selectboard should review the revised Zoning Board Application before it is printed. McKeon said he does not think the Selectboard has oversight of the Zoning Board. VanCor agreed it is not necessary for the Selectboard to review the Zoning Application changes.

Aldrich also said the Zoning Board is considering rewriting the notice to abutter rules. The Planning Board requires notification for all abutters within a 200 feet of property line. McKeon said the Zoning Board should follow the Planning Board directive, as they follow the RSA on the topic.

Aldrich said she would like to discuss how to make the Selectboard more approachable. There was general discussion of how to reach out to community members outside the regular meeting venue. VanCor said he regularly has contact with community members at events and on the street. McKeon said the same. It was agreed to look into having an Open House at the Town Offices and perhaps include the Police Department.

Aldrich said Old Home Day committee is creating a social and Camp Spofford has offered to provide lunch. An invitation will be extended to town organizations and offices. Aldrich said one person from each board could attend and this will not cause posting to be necessary.

VanCor: Asked McKeon to confirm his attendance over the next couple of weeks. McKeon will be on Skype on 3-20-2019 and then unavailable for two weeks. McKeon will work on the agendas with Thompson for the meetings he will miss due to vacation.

VanCor said he talked with Fran Shippee regarding Parks & Rec swimming lessons. He told her the Board concerns about the swimming lessons. Obtaining certifications, license and insurance information is very important, said VanCor. Lessons are planned through summer.

**Public Comment:** None

**Town meeting:** It was agreed that everyone is ready for the Town Meeting. Copies of the various handouts will be ready.

**Acceptance of Minutes:** *VanCor moved to accept the minutes of March 6, 2019 as amended. Aldrich seconded the motion and it was unanimously approved by roll call vote.*

**Adjourn:** *VanCor moved to adjourn at 9:19 PM, Aldrich seconded motion is it was unanimously approved and the meeting adjourned.*

Respectfully submitted:

Susan Rigg, Secretary to the Selectmen

Approved:

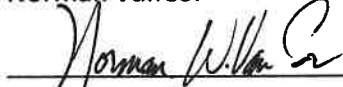
Jon P. McKeon, Chair

Date:

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Norman VanCor

Date:



3/27/19

Jeanny Aldrich

Date:



3/27/19