

**Town of Chesterfield  
Board of Selectmen Meeting  
July 24, 2019  
Minutes**

**Call to Order:** Jon McKeon called the meeting to order at 6:04 PM. Present were Jon McKeon, Norm VanCor, Alissa Thompson and Susan Rigg. Jeanny Aldrich was excused.

**Public Comment:** John Koopman asked about the town insurance program rating. This will be reviewed by Thompson. Mr. Koopman also said thank you to Norm VanCor for meeting with the State Parks and Recreation Dept on behalf of the Friends of the Chesterfield Gorge.

**Old Business:**

**Former Town Office Plans:** McKeon has had continuing conversations with a potential buyer who would like to use the building as a residence.

**Progress on erosion and drainage project at town owned beaches:** VanCor said he is waiting for Brian Vincent of Fuss & O'Neill to provide the sketch with modifications.

**3 Broadband hookups:** McKeon talked with Rod Koester at Consolidated Communications who said if there was a slow down on the shared Admin/Police Dept line he would increase the capacity of the line. McKeon also said he will talk with Nancy Aichele, with Solutioneering, about any privacy concerns with a line being shared with the Police Dept and Administration.

**New Zoning Board Application Fees:** Jon McKeon said he spoke with Kristin McKeon, Chair of the Zoning Board regarding how they arrived at the new fee schedule. Kristin McKeon said the ZBA members reviewed the process and fees charged by many other New Hampshire towns. The ZBA also considered the value of the time the ZBA Secretary spends processing the new applications. After compiling this information, the ZBA set the fee at \$150. *McKeon made a motion to adopt the new fee at \$150 as presented by the ZBA for the Zoning Board Application fee. VanCor seconded the motion and it was approved unanimously by roll call vote.*

**NEW BUSINESS:** Thompson read a letter regarding an insurance premium cap sent to the Board of Selectmen (BOS) by Primex. The BOS wants Thompson to review the insurance history and approach Primex to discuss this further.

**Abatement recommendation:** Thompson reviewed abatement information from Dave Mazaroff of M & N Assessing regarding right-of-way taxing. Mazaroff recommended the BOS approve the abatement. The Town is asked to abate the value of the right of way assessment, which is \$55,000. Thompson explained this is for the 2018 tax year and if the agreement with the utility does not specifically address the right-of-way it cannot be taxed. *McKeon made a motion to agree with Dave Mazaroff of M&N Assessing and to abate the property value of the telecom property in Chesterfield from an assessed value of \$858,900 to a net assessed value of \$803,900. VanCor seconded the motion and it passed unanimously by roll call vote.*

VanCor suggested the BOS contact NH Municipal Association for guidance on updating the taxing and value of a utility. McKeon thinks the value of the poles will be much greater due to the broadband enhancement in the town. This will be addressed in future meetings. VanCor suggested we undertake a review of the utility taxation issue and schedule a public hearing regarding this issue. Thompson said she needs a resident of the town to deliver a petition requesting this review. With that she could arrange a public hearing to pursue the issue. Jeff Scott and John Koopmann said they would provide the petition.

**GUESTS:** Buddy Champney came before the BOS to discuss the Town Hall Annex construction. He said plumbing is roughed in and heating will be roughed in on Friday. Monday they will run the heat lines and the floor will be poured Wednesday. He expects the lumber to arrive August 1. Champney asked for direction on window choices: the total for the fiberglass windows is \$32,574. Due to the size of the windows, they cannot use traditional wood series windows. The cost includes nine large (approx. 8 ft x 4 ft) windows and one attic window fully installed. Champney did get a bid for new interiors doors. With the cost total over \$5,700 the BOS decided to use the existing doors. Next, Champney reviewed the cost for a composite slate roof. With a cost of approximately \$57,000, the BOS chose to use asphalt shingles for the roof. Champney will send the trim details and roof layout plans electronically, along with lien waivers.

He further reported the ceiling will be repaired and painted in the main hall. He asked for direction regarding insulation in the bathroom areas and an access point under the stage. Both VanCor and McKeon agreed a rigid insulation product would be best due to moisture in the area. Also, an access trapdoor would be useful going forward.

McKeon asked about a delivery timeframe for the kitchen equipment. Champney thinks the building can be done by the end of September 2019. McKeon will notify the equipment supplier of the timeline. It was agreed, the kitchen equipment can be stored in the Town Hall until installation. The final item is the change order for the asbestos removal, which Thompson will send tomorrow.

**OTHER BUSINESS:** Thompson reviewed a letter from the NH State Senate President regarding the Governor's recent meeting regarding the budget veto. No response will be given.

Thompson advised she received a bill from the bond attorney. The BOS discussed who should pay the \$5,500 invoice. McKeon said perhaps the Town should pay as a good will gesture to Consolidated, as they did the majority of the work with the Attorneys. VanCor said we did not agree as we did not anticipate a cost for this. VanCor thought this cost would be built into the bond. McKeon said Rob Koester at Consolidated told him the language in the contract is not clear on this point. Thompson said the taxpayers were told there would not be a cost to the town for the broadband. It was agreed McKeon would talk further with Koester and report back next week.

VanCor reported he met with State of NH Parks & Recreation employees Tara Blaney and Eric Feldbaum regarding Friends of the Chesterfield Gorge. Also attending were Jeff Scott and John Koopmann for the Friends of Chesterfield Gorge. Blaney & Feldbaum told the group the State does not use volunteer labor in their parks. They use paid employees to do maintenance and park work. VanCor advised the Parks & Rec representatives that he is concerned because lots of time, money and energy have gone in to improving the Gorge to its current status. The volunteers have done a wonderful job and the park looks great, said VanCor. He told Blaney and Feldbaum they need to keep the park up to its current excellent condition. If the park does not continue to be a great facility, VanCor will contact the Commissioner of the State Parks & Rec Dept directly to complain. VanCor told them that it does not make sense to remove motivated volunteers for paid employees. VanCor said he will also reach out to Senator Kahn about the issue.

**OTHER BUSINESS:** Thompson said Chris Lord asked about refinishing the floors in the Town Offices conference room. After some discussion, it was agreed to revisit the Capital Maintenance Plan next week.

Thompson also asked about replacing the light unit in the Town Clerk's office. VanCor said we should confirm if this is a fixture or just the bulb that needs replacement. McKeon said this is on the schedule of maintenance already. It was agreed to have Chris Lord change the fixture that was scheduled to be updated on the Capital Maintenance Plan.

Thompson said a Town resident has requested an LED lamp pole along Route 9 and Cady Lane. Thompson will ask Lord to find out the cost for this light and bring it to the next meeting.

During the meeting, McKeon received an email from Nancy Aichele who states she sees no issue with the line being shared by the Police Dept and Administration. McKeon also said he wants to keep the Argent line available as a back-up to the Consolidated lines. This would allow continuity if a line went down.

Thompson said she has been discussing expanding the generator coverage area to include the Administrative side of the Town Offices with Chris Lord. The generator does not service the offices on the Town side of the building. Lord researched this and the generator could be expanded for approximately \$5,500. McKeon agreed this is a good option for the cost, considering it would keep the Town offices operating in the event of a power outage. Funding can be researched to determine the best way to pay for this.

**ACCEPTANCE OF MINUTES:** *McKeon moved to accept the July 17, 2019 minutes, as amended. VanCor seconded the motion and it was unanimously approved by roll call vote.*

**ADJOURN:** *McKeon made a motion to adjourn at 7:45. VanCor seconded the motion and it was approved unanimously by roll call vote.*

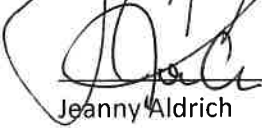
Respectfully submitted,

Susan Rigg, Secretary

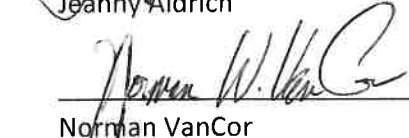
Approved:

  
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Jon McKeon, Chair

19 Aug 19  
Date:

  
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Jeanny Aldrich

8/14/19  
Date:

  
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Norman VanCor

8/14/19  
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