

Town of Chesterfield
Board of Selectmen
Meeting Minutes
August 14, 2019

CALL TO ORDER: Jon McKeon called the meeting to order at 6:00 PM. In attendance were Jon McKeon, Norm VanCor, Jeanny Aldrich, Alissa Thompson and Susan Rigg

SUGGESTION BOX: Amiee Hannigan asked that parking lots at the lake be plowed in the winter to allow walkers/runners to have a place to park while exercising.

John Pieper provided an article from the New York Times regarding ransomware and the risk to municipalities. McKeon said the new system upgrade will provide more protection against this. Town computer users will receive training regarding this issue, said McKeon.

PUBLIC COMMENT: Brad Roscoe suggested the Board of Selectmen (BOS) cancel the groundbreaking celebration as the installation work is already well under way. He suggests a ribbon cutting in September to celebrate the Broadband Project. The ribbon cutting could happen at the school, as there are no other buildings in town large enough to host the ribbon cutting, said Roscoe. McKeon said it may be possible to use the town hall and will get an update as to when the town hall might be ready for use.

OLD BUSINESS:

Town Hall Annex Plans: McKeon said construction is moving along and DA Brothers hope to be done before the October deadline. Aldrich had an updated bid for the stove from Gillette Restaurant Equipment. Two are available: One is refurbished for \$2,295 and another is new for \$5,500. *McKeon moved to purchase the 60-inch -6 burner stove with manual griddle for \$2,295 per the Gillette invoice dated 08-14-2019. VanCor seconded the motion and it was approved unanimously by roll call vote.*

Aldrich said if we wait for all the kitchen equipment to be available it can be shipped together. The stove will be ready for shipping in 6-8 days. This would still allow us to have all the kitchen equipment by the next meeting, said McKeon. It was agreed to wait to ship everything together when the stove is ready. The hood should ship separately and arrive before the other equipment.

Former Town Office Plans: McKeon said the individual interested in purchasing the property will submit a sketch of what the building will look like with an added care port or carriage house.

Aldrich said Andrew Cushing with the NH Preservation Alliance suggested the building be nominated for the "Seven To Save" Program. If accepted, this would give access to the Preservation Alliances field services and could allow easier access to L Chip Grants. Aldrich said the program has a 70% success rate for saving buildings. McKeon made a motion to give Aldrich the authority to fill out the application for the 2019 Seven to Save Program with the NH Preservation Alliance. VanCor seconded the motion and it was approved unanimously by roll call vote.

GUESTS: Pat Rawson Construction: Ryan Hoag and Lyle Hoag came before the Board to discuss the Ware's Grove and North Shore Beach drainage and erosion project.

Plans were reviewed at the outfall where the stream goes into the lake at Ware's Grove. McKeon stated we have to re-build to the original plan, which requires removing the extra stone and will require additional work by Pat Rawson Construction. If the abutter, Spofford Lake Cabins, does not allow the work to be completed, the abutter will have to

hire an engineer and pay for the work himself, explained McKeon. This is the information provided to McKeon from the NHDES official. The additional work includes four areas where coir logs will be installed and 6 inches of loam to be put on top of the berm area for the plantings, clarified McKeon. Hoag said it also would include 12 inches of common fill. Hoag agreed to these additional items.

The next item discussed was the bio-retention basin. McKeon said it currently looks different than the plans. Ryan Hoag stated there are items that are not completed yet. The depth is based on the original plans from Fuss & O'Neill, said Hoag. They did call Brian Vincent with Fuss & O'Neill to confirm the depth, said Lyle Hoag. Lyle said the math on Fuss & O'Neill's plan does not work. VanCor said Vincent indicated the side slopes are too steep. Hoag said they would fix the slopes before the plantings are put in. Hoag said the sides would continue to be steep. VanCor is concerned about holding the steep slope... Hoag stated he thought the plantings were at the bottom of the hole, not along the edges. Hoag said the media is loam and sand with mulch on top, which will hold the plantings.

VanCor said, on the same retention pond, how will the fabric stay up there on the side slope and how much material will be over the fabric? It is eroding right now, said VanCor.

Hoag said the 2:1 slope will be the new slope, and this is accepted under current construction standards. McKeon would like to get the plantings in soon so they can get established before the winter arrives. Hoag said he now realizes he needs to finish those slopes although he does not know the plan for the plantings. It was agreed that the loaming should be done now. VanCor suggested the traffic up and down the slopes during planting be limited to avoid damage. It was agreed fifteen inches of media in the basin is acceptable. The plantings will be delivered the week after Labor Day, said VanCor. The State has given us an extension to complete the project, said VanCor. Ryan believes he can get this work done before Labor Day.

The slope of the bio-retention basin at North Shore Beach is also a concern, said VanCor. McKeon thinks the erosion will stop when growth is established. Loam will be added prior to planting, said Ryan. Hoag said the engineer specified mulch be used, which will hold more water than wood chips.

McKeon stated that we should complete the project and then go back to Fuss & O'Neill to discuss any design issues, if there are problems. Per Hoag, they can change the slopes prior to Labor Day and at that point the plants can be planted.

McKeon said this week he will send Thompson a draft letter to the abutter, Mr. Martini, Jr., regarding the process. Attorney Ratigan would like us to notify the abutter of the plan we agreed to tonight and discuss changes we are willing to make to satisfy his concerns. We will ask for access to his grounds to perform the work.

Jill Diesl came before the Board at 7:30 PM. Jill met with Ted Athanaeopoulos, the Code Enforcement Officer, last week. He sent a letter about more than two unregistered vehicles on her property. Ms. Diesl said she will remove the unregistered Volvo from her premises by October 1, 2019. The vehicle needs to be cleaned out before she can sell it, but it is difficult for her to do because of health issues. She was concerned about the Code Enforcement Officer coming to her property without an appointment. It was agreed the deadline to remove the vehicle is October 1, 2019 and the Athanaeopoulos will call before coming again.

TABLED BUSINESS: Everyone agreed to review all items which have been tabled at the next meeting. Also, the next BOS meeting on August 28th is a Public Hearing at 4:00 PM. As the ribbon cutting has been canceled, we will have a regular meeting at 6:00 PM with the Summer Informational Meeting starting at 7:00 PM.

NEW BUSINESS: **Tax deeding list:** Aldrich volunteered to call the four people on the list who have not paid their taxes to remind them of the potential tax deeding on their property.

COMPUTER SYSTEM UPDATES: Aldrich asked if anyone has remote access to our computer system? McKeon said David Mazeroff with M & N Assessing has remote access. Aldrich expressed concern about risk involving remote access. Thompson said Mazeroff does need remote access because he updates our Vision assessing software. Going forward, Mazeroff will be asked to sign a user agreement.

Aldrich said Nancy Aichele with Solutioneering, Inc. would like to hold a class for all employees to teach how to access and save to the new server.

Aldrich will ask Aichele to come to a meeting to update the BOS on the new server progress. Aldrich will also meet with the Parks & Rec Director and Board Chair to discuss the Interware system. Aldrich will also meet with the Code Enforcement Offices to discuss use of the tracking list for code violations.

The BOS would also like to have the Code Enforcement Officer come to another meeting for general discussion.

OTHER BUSINESS:

VanCor said it came up at the Parks & Rec meeting that an individual wants to set up a soccer pickup game in town. This should not be a Parks & Rec sponsored program, unless Parks & Rec are managing and running it. The BOS agreed. VanCor said the Parks & Rec pick-up truck is not used in the winter and he will ask about storing the pickup at the highway department.

Thompson presented an estimate from Elm City Electric for the Town Clerk's office lighting. It was agreed that Thompson can chose the light fixture and have all four lights in the office replaced.

Thompson confirmed McKeon and VanCor can meet with Chris Lord, DPW Director, to review the CMP and the inventory on the 28th of September. McKeon can make the meeting at 9:00 AM.

Thompson asked if we are going to hire a full-time handy man for next year. This will need to be discussed further before that decision is made, said McKeon.

Thompson advised the BOS she will have to change her hours for a few weeks in September due to scheduling issues. She will come in at 9:00 AM on Mondays and Tuesdays for a few weeks.

August 27th at 7:00 at the Asbury Methodist Church there is a core sediment analysis presentation sponsored by Spofford Lake Association, said McKeon.

Rigg advised that Jeff Scott would like a link on the Town website asking for sponsors for Old Home Day. After discussion, it was agreed Old Home days is in the best interest of the town and the link will be allowed. Aldrich said she will look at developing criteria for the inclusion of a tab for civic or cultural organizations on the site.

Thompson said Lord would like to start lowering the lake level on October 7, 2019. This is acceptable to the BOS. McKeon said every five years we lower the lake earlier to allow projects at the shoreline to be completed. McKeon will look to determine when this was done the last time.

PUBLIC COMMENT: Jeff Scott: a snowplow pass through the parking lot at the boat launch during snow would be helpful, said Jeff, to encourage walking and exercise along the lake.

MINUTES:

McKeon made a motion to approve the July 31, 2019 minutes as amended. Aldrich seconded the motion and it was approved unanimously by roll call vote.

NON-PUBLIC:

McKeon made a motion to enter Non-Public Session per RSA 91-A:3 II (c) : matters that, if discussed in public would adversely affect the reputation of someone other than a member of the public body. However, if that person requests it, the meeting must be in public. VanCor seconded the motion and it was approved unanimously by roll call vote.

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

McKeon moved to go into Non-Public Session per RSA 91-A:3 ii-(e): Consideration of lawsuits threatened in writing or filed against the body or one of its members. VanCor seconded the motion and it was approved unanimously by roll call vote.

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

Thompson and Rigg were dismissed from the meeting at 9:30 PM.

McKeon made a motion to enter Non-Public Session per RSA 91-A:3, II (a): to discuss the Chief of Police contract renewal. VanCor seconded the motion and it was approved unanimously by roll call vote.

McKeon made a motion to come out of Non-Public Session. The motion was seconded by Aldrich and was passed unanimously by roll call vote.



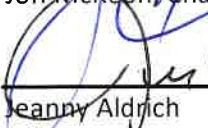

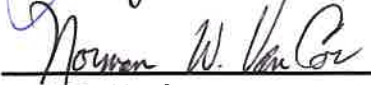

McKeon made a motion to seal these Non-Public Minutes. VanCor seconded and it was approved unanimously by roll call vote

Aldrich made the motion to adjourn. McKeon seconded the motion and it passed unanimously by roll call vote.

Respectfully submitted,

Susan Rigg

Approved:

	
_____ Jon McKeon, Chair	Date
	
_____ Jeanny Aldrich	Date
	
_____ Norman VanCor	Date