

Board of Selectmen's Meeting

MINUTES

March 11, 2020

Norm VanCor, Vice-Chairman, opened the meeting at 6:00 P.M. Also, in attendance, were Jon McKeon (arrived at 6:11 PM), Jeanny Aldrich and Dara Carleton.

SUGGESTION BOX:

John Pieper submitted a note stating that two years ago he pointed out what he believed to be an error in the budget and believes it still is present.

WEEKLY REVIEW:

Code Enforcement Tracker

The Board of Selectmen reviewed the Code Enforcement Tracker Report.

Parks & Rec Executive Director Report

There was no report this week from Samantha Hill, Director of Parks and Recreation but she is in constant contact with Alissa Thompson, Town Administrator, and is currently interviewing candidates for summer positions.

PUBLIC COMMENT: There was no public comment.

OLD BUSINESS:

Town Hall Annex Plans

McKeon stated that he received an email from Dan at DA Brothers stating that the painters are coming in next week to paint. McKeon does not have a concrete date as to when DA Brothers will finish the remaining tasks. McKeon stated that the Board of Selectmen need to give them a deadline for completion of tasks. McKeon noted that he will create a file for the Board members.

DA Brothers stated that they are held up with work in the kitchen and that they want more money. McKeon stated that he believes there will not be any more outlay of money.

McKeon stated that he will write a letter and have attorney Ratigan look at it first. He also noted that nothing that the Board of Selectmen did impacted their progress overall. McKeon stated that the Board of Selectmen recognize the kitchen is not finished yet and have not signed off on the substantial completion yet.

Contractually, in correspondence, the Board of Selectmen noted that they still do not have a release from the Fire Chief to use the kitchen hood. Completion is the ability for the owner to use the property as its original intent and the Board cannot do that. McKeon also stated that the warranty does not start until substantial completion is awarded. VanCor noted that the work is substantially complete except for the hood which does not allow full use of the kitchen.

Former Town Office Plans

McKeon stated that at this point the Board of Selectmen is waiting for Town Meeting to see what is decided about the length of the lease. He noted that another entity is looking at the former Town Office building as well. Aldrich questioned if anything has changed with Jenkins, the potential purchaser. McKeon stated nothing had changed.

Progress on erosion issue on Town owned beaches

VanCor stated there is nothing new to report at this time and noted that in two more weeks it would be time to meet with Rawson. Rawson will come in and revisit the explanation of what will be done to the property for stream maintenance. It was noted that Rawson has to revise the channel base configuration and the buffer on a drawing previously submitted.

Property owner, Anthony Martini, stated that he wants to see what the changes will be to his land after stream maintenance and wanted to make sure his property will be put back to the condition it was in prior to the maintenance. It was noted that the Town does have permission from Martini to go ahead with the work to complete the amended permitted plan.

Key Policy

VanCor stated that the Key Policy needs a revision date on it.

VanCor moved to approve the Key Policy as revised on March 11, 2020. Aldrich seconded, and it passed by unanimous roll call vote.

Wastewater Disposal System Regulations

McKeon stated that these documents were introduced at the last meeting and understands that Board members may want more time to review them. Aldrich stated that she is content with the implementation process McKeon laid out since the last meeting. Aldrich noted that the plan provided steps on how the regulation could be implemented and who would be performing those tasks. It was agreed upon to take a few weeks to make minor changes to wording to help improve clarity of the document.

Transfer Station Signs

In front of them, the Board of Selectmen had examples of signage for the new glass recycling program at the Transfer Station. Aldrich stated that the sign referring to mixed paper looked fine but noted that the sign referring to comingled recyclables without glass looked messy. Aldrich noted that she is not sure how it could be phrased better and if VanCor is content with the design that she is too. Aldrich noted that one would think you would have "no glass" at the top of the sign so it is more prominent or maybe a separate sign that states no glass allowed.

VanCor told Chris Lord, Director of Public Works, to roll this program out with a notice to every homeowner explaining the new program and process. VanCor suggested that the information be placed on the Town website, the Chesterfield Happenings, and suggested a town-wide mailing. Aldrich wondered why porcelain does not go into construction debris. VanCor stated that it is recyclable.

The Board of Selectmen had a brief discussion on transporting cans and bottles over state lines and suggested that maybe it is time to revisit that subject with a note to attorney Ratigan.

Selectmen's Meetings effective April 1

It was noted that future meeting dates were located in the Board member's packets.

NEW BUSINESS:

Earlier in the week Christine Prah, member of the Trustees of the Trust Funds, requested that the Board make a specific motion in order for the Trustees to release funds to the contractor on the Town Hall. McKeon requested that they provide the RSA that indicated the Board of Selectmen need to adhere to that process. That way, in the future, other past and new members will know.

McKeon moved that we pay DA Bothers the \$10,000 that was identified in their latest requisition for work on the Town Annex, Aldrich seconded the motion and it passed by unanimous roll call vote.

OTHER BUSINESS:

There was a brief discussion about safety precautions for Town Meeting in relation to the Covid-19 virus.

PUBLIC COMMENT:

(Several dozen people entered the room) VanCor thanked everyone for coming. Aldrich read a touching letter thanking McKeon for his service, as this is his last Board of Selectmen meeting after 15 years of service. VanCor read a proclamation and declared that the Selectmen's meeting room will be in dedication of McKeon's service, and will now be called the Jon McKeon Meeting Room.

ACCEPTANCE OF MINUTES

VanCor moved to approve the minutes of the February 26, 2020 Board of Selectmen meeting as amended. Aldrich seconded the motion, and it was approved unanimously by roll call vote.

VanCor moved to approve the minutes of the March 4, 2020 Board of Selectmen meeting as amended. Aldrich seconded the motion, and it was approved unanimously by roll call vote.

ADJOURN

McKeon moved to adjourn at 7:13 pm. VanCor seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted,

Dara Carleton
Secretary to the Board of Selectmen

Approved by:

Francis J. Shippee 4.23.20
Jon P. McKeon, Chairman Frances J. Shippee Date

Norman W. VanCor _____
Jeanny Aldrich 4/23/2020
Jeanny Aldrich Date