

**Town of Chesterfield
Board of Selectmen
MINUTES
December 11, 2013**

CALL TO ORDER

Vice Chairman Elaine Levlocke called the meeting to order at 6:17 p.m. Others in attendance were Board members Jim Larkin and Administrator Rick Carrier. Chairman Jon McKeon arrived at 6:50 p.m.

FOR SIGNATURE

- Manifest #50 & 50A
- Selectmen minutes - December 3rd
- Veterans credit and Elderly exemption application
- Lacey correspondence
- Notice of Lien - Westervelt
- Little correspondence

APPOINTMENTS

- **6:30 p.m. Leon Dunbar Nonpublic RSA 91-A:3 II (b)**

Leon reported that the bailer and new compacter are in and operational.

FOR DISCUSSION

- **Budgets – Health Officer, Revenues, Miscellaneous Health Agencies**

Health Officer: Carrier reported that he increased the miscellaneous expense. Dumont and Greenwood have been going to the annual conference.

Revenue: Carrier stated that there is a breakdown by line item with all revenue set at \$1,390,930.

Miscellaneous Health Agencies: Carrier inquired as to whether some of the agencies have supported the town. McKeon stated that the agencies are available to residents when needed and the town should support them. Carrier stated that the agencies will need to submit invoices, in order for them to receive funding.

Carrier reminded the board that the Budget Committee will be meeting with the Parks and Recreation Commission and the Library Committee on December 17th at 7:00 p.m.

- **Budget Updates – Personnel Administration and Parks & Recreation**

Carrier reported that all the budgets are in and updated report includes all the operating budgets. With the Parks and Recreation Director items, there is an increase of 1.7% for the operating budgets. Also included are all the warrant articles that have been presented. The

parking lot and roof repair, from the capital reserve fund will be approximately \$5,000, but there will be an extra \$5,000 in revenue. Carrier added that the total expenditure budget is down 1.5%. The expenditures, less revenue, is up 3%.

Carrier added 8 months for the Parks and Recreation director position under the Personnel Administration.

- **Heath/Little Correspondence**

A letter was received from Attorney Little inferring that the town made an error in billing his client for property taxes due to the ex-husband being the responsible payer of taxes because of a court order. Carrier drafted a response letter, which the board signed.

- **Property – Liability Insurance Continuance**

Carrier reported on an offering for a not-to-exceed rate cap for fiscal year 2015 and 2016. McKeon stated that we are set through 2015 and requested that a quote be obtained from Prinex.

- **Telephone Rate Comparison**

Charlie Perry requested the board to compare rates with FairPoint, as he had recently switched to a plan that saved him money. Carrier presented a comparison schedule, whereby Perry's package was set up for a long distance package. The board felt that the current plan is more suitable for the town.

- **Wares Grove Cottage**

Melissa Metivier has confirmed that she will be out of the cottage by February 1, 2014. The Parks and Recreation Commission will be asked to attend the next meeting.

- **Old Business**

Outstanding Issues

Spofford Place

Carrier noted that Municipal Resource Inc., Don Jutton had met with the board on this issue previously.

Town Meeting Date

Carrier will put this in the Town Warrant.

Update Website

Tanner Black met with Carrier this week to discuss redesigning the town's home page.

- **Other Business**

McKeon reported that he attended the Conservation Commission meeting on December 9th in which they are talking with property owners in town to put their land into conservation. Kathy Thatcher did not attend the meeting so he was not able to ask her if she was going to stay on the board.

Chris Wellington from DRED wanted to meet with Carrier in January. Levlocke will get back to Carrier with a time that she is available for that meeting.

McKeon has photos of the illuminated signs set up by the Lions Club at the end of Pond Brook Road and the Christmas tree signs on Route 9, blocking vision looking east from the Lion's Club sign. McKeon had asked Chet Greenwood to address the signs. McKeon stated that the sign issues need to be addressed in that any code enforcement officer should be able to read the ordinance to enforce issues. Larkin received a phone call from Brent Crowder, President of the Lions Club, requesting that Larkin look into the sign issue. Larkin and Greenwood reviewed the ordinance and determined that the Lion's Club needed to apply for a permit. Larkin stated that there wasn't a fee for the permit because the Lion's Club is a non profitable organization, with the stipulation that the sign can't be illuminated. The permit was obtained and the sign was moved back. McKeon stated the there is a need to enforce what is on the books.

- **Selectmen Project List**

Economic Development Committee

McKeon contacted Bob Lester and his status is that he will not able to attend meetings. It was recommended that Lester be removed from the committee.

Larkin moved to enter into Non-Public session pursuant to RSA 91-A:3 II (b). Levlocke seconded the motion, which carried.

Larkin moved to adjourn from Non-Public session. Levlocke seconded the motion, which carried.

Larkin moved to enter into Non-Public session pursuant to RSA 91-A:3 II (c). Levlocke seconded the motion, which carried.

Larkin moved to adjourn from Non-Public session and seal the minutes. Levlocke seconded the motion, which carried.

Larkin moved to enter into Non-Public session pursuant to RSA 91-A:3 II (a&c). Levlocke seconded the motion, which carried.

Larkin moved to adjourn from Non-Public session and seal the minutes. Levlocke seconded the motion, which carried.

Larkin moved to enter into Non-Public session pursuant to RSA 91-A:3 II (a&c). Levlocke seconded the motion, which carried.

Larkin moved to adjourn from Non-Public session and seal the minutes. Levlocke seconded the motion, which carried.

Larkin moved to go into Non-Public RSA 91-A:3 II (a&c). The motion was seconded by Levlocke, which carried.

McKeon moved to adjourn from Non-public session and seal the minutes. The motion was seconded by Larkin, which carried.

With no further business, Larkin moved to adjourn at 9:17 p.m. The motion was seconded by Levlocke, which carried.

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairperson

Date

Elaine H. Levlocke

Date

James M. Larkin

Date