

**Town of Chesterfield
Board of Selectmen**

**MINUTES
May 22, 2013**

Call to Order

Vice Chair Elaine Levlocke called the meeting to order at 6:00 pm. Others in attendance were Board member Jim Larkin and Administrator Rick Carrier.

Levlocke moved to allow Selectman Jon McKeon to attend the meeting via conference call. Larkin seconded the motion; which carried unanimously.

McKeon called in at 6:10 pm and was put on speaker phone.

For Signature

- Manifest #21
- Selectmen Minutes – May 15th – The amended minutes were signed.
- Intent to cut – Hubner
- Yield tax certification
- Timber tax warrant
- Rideout forest fire bills
- Payroll change notices – Parks & Rec

For Discussion

- Tax deeding properties

Penny Bell – John Hillock called and agrees to pay ½ tomorrow and ½ by June 6th. The Board approved the extension.

Dawn Gaudry – This property is now owned by the bank. The bank sent a check received yesterday; however, it was made out to the wrong town. Ross called and said the check would be returned. The bank will reissue a check to the Town of Chesterfield.

Pamela Secore – She called and would like to make monthly payments as she did last year. We received a fax from Citi Financial with a copy of a check they are sending.

Gerrit Speulstra – He called and is coming tomorrow to bring taxes up to date.

Holmes-Mastaliz – The house is inhabitable. The Board decided not to take the house at this time.

Eileen Phelps – McKeon advised he left a message on her phone but hasn't heard back yet. It was noted that this is land only. The Board agreed to start the deeding process.

Phil Jarvis – McKeon has tried to contact him but has been unsuccessful. The Board agreed to start the deeding process. If payment is made the process can be stopped.

Carrier will inform Benjamin to deed Eileen Phelps and Phil Jarvis' properties. Benjamin will process deeds and submit them to the Board for approval.

➤ Monthly meeting email

The email was amended and approved.

➤ Wares Grove cottage occupancy agreement

Carrier suggested that he work on the agreement with Levlocke and Metivier then bring the proposed agreement to the Board. The Board agreed.

➤ "Infested" town tree

The report of the bug, wooly adelgid on the town owned property next to the Wheeler lot is untrue. Carrier contacted Steven Roberge of the UNH Cooperative Extension and they walked the property looking for signs of the bug and found none. Roberge informed Carrier that last week he had visited Dr Wheeler's property next door and there were no signs of the bug on his property either.

➤ Planning Board resignation

Phil Crowley has submitted his resignation to the Planning Board. He and his wife have purchased property in Florida and expect to be gone 8 months per year. This leaves only one alternate on the Board.

➤ Next week's manifest

The manifest will be ready for signing on Tuesday afternoon. McKeon stated he would be back by Thursday to sign the manifest if necessary.

➤ Selectman project list

Economic Development Comm – Carrier advised that Pelczarski would be looking at undeveloped and under used commercial property in Town. Thomas had been part of an EDC years ago and has more information to give.

Newsletter – Larkin advised the group had their 1st meeting. He noted the newsletter had a promising future.

P&R Subcommittee – Larkin advised they met last night. The meeting was to structure the process going forward. It was suggested that the committee be an advisory capacity and bring their proposal to the commission for their review and approval. Larkin stated the subcommittee asked that any P&R legal issues be identified early so they could be addressed as they go along. Larkin will chair the subcommittee, John Melvin is vice-chair and Deb McLaughlin will be the secretary and take the minutes.

Transfer Station enhancement – Larkin advised the new free/book shed was all framed in and weather tight. Larkin with his crew and Dunbar worked Friday. The Highway Dept helped to set the trusses on Tues. The building is now ready for trim.

CIP – Levlocke advised that the CIP had been accepted by the Planning Board and is now on the Town’s website.

➤ Old business

Spofford Place – Levlocke advised that SWRPC has not been awarded any funding at this time. The Board needs to determine what we want to do. Carrier advised that MRI had given a presentation to the Board. Carrier suggested the Board consider budgeting the \$5,000 and get him back to see what he could do for the Town for that amount. MRI was involved with the Troy Mills project and the Troy. McKeon stated he has received good reviews from the Town of Troy.

Larkin Way – Larkin advised the bond has been approved; he is waiting for a call from the bank.

➤ Other business

1. McKeon advised that the previous Town Clerk had asked about having security when leaving the office with the deposit. Girs has the same concern. He asked that Chief Fairbanks be contacted to see if an officer could be available during those times.
2. McKeon asked that a list of code/zoning violations be kept as had been done a couple of years ago.
3. Carrier advised he had been contacted by Smokey Smith. Carrier asked that the Board approve his supporting the Hinsdale/Brattleboro Bridge at future meetings. The Board agreed.
4. *Larkin moved to enter nonpublic session pursuant to RSA 91-A:3 II (a&c). Levlocke seconded the motion, which carried. Levlocke moved to adjourn from nonpublic session and to seal the minutes. Larkin seconded the motion, which carried.*
5. McKeon advised that John Zannotti had contacted him regarding the Selectboard’s May 3, 2013 meeting minutes. He had requested they be amended; however, because they had already been approved and were on the website it wasn’t practical. Zannotti asked that it be noted in this week’s minutes that the P&R Comm meet once a month for 10 months annually. The May 3rd minutes state they only meet during the summer.
6. McKeon noted that more care needs to be given to follow through with what was done in regard to the Wares Grove concession in reference to the case register receipts, etc.
7. McKeon stated that Zannotti also asked about the rental/occupancy agreement progress. As noted above, the agreement is being developed.
8. Larkin stated the P&R subcommittee wanted copies of the Director’s roles and responsibilities/job description.

Information

- Treasurer’s Report
- P&R revolving account expenditures

Adjournment

With no other business to conduct, Levlocke moved to adjourn, Larkin seconded the motion which carried.

The meeting was adjourned at 6:50 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon P McKeon, Chairperson

Date

Elaine H Levlocke

Date

James M Larkin

Date