

**Town of Chesterfield
Board of Selectmen**

**MINUTES
September 5, 2012**

Call to Order

Chairman Jon McKeon called the meeting to order at 6:00 pm. Others in attendance were Board members Elaine Levlocke, Jim Larkin and Administrator Rick Carrier.

Appointments

- 6:15 Lester Fairbanks + Nonpublic RSA 91-A:3 II (b)

Fairbanks introduced Officer John Mousseau to the Board as a candidate for the part-time officer position. Mousseau has worked for the Cheshire County Dept of Corrections for 17 years in charge of safety and security. He is the tactical instructor. He lives in Keene. He grew up in the area and has wanted to return to Chesterfield. He works part-time for the Hinsdale PD. Mousseau left the meeting.

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

Levlocke moved to adjourn from nonpublic session. Larkin seconded the motion, which carried.

Levlocke moved to offer John Mousseau the part-time patrolman position at \$13.64/hour contingent on a successful physical. Larkin seconded the motion, which carried unanimously.

Mousseau returned to the meeting and accepted the position.

Fairbanks stated he would like to start the hiring process for a 3rd patrolman to replace Dave Eldridge. He had considered hiring a Detective but with the pay rates the Town cannot compete with other departments. Hiring a 3rd patrolman they could see who may rise to the detective position.

The Board authorized Fairbanks to pursue hiring a 3rd patrolman.

- 7:00 Leon Dunbar

Free Shed/Book Bldg – Larkin state he had looked at the portable classrooms, and determined that they would not meet the needs of the Town. Dunbar stated that Bo Foard has offered to donate trusses and OSB to build the new Free Shed. Larkin stated he has a possible siding donation from LaValley. McKeon stated we need to finalize the plan so we could get a cost for the building. Larkin stated he would go to inspect the trusses to make sure they would work for the building.

Dunbar asked about T-shirts designed to sell as a fund raiser. He stated it would cost about \$200 set up costs. He was given other dealers to contact for prices.

Carrier stated if the Transfer Station has a miscellaneous account for revenue received from any fund raising if it is under \$5,000, when Dunbar is ready he can request to expend the funds for the building.

Recycling – Dunbar presented packets to the Board for possible revenue sources in recycling. He had proposals from Organic Waste Management, American Paper Recyclers, Windham Solid Waste and Triple T.

Dunbar stated if we stop shipping out the start bailing cardboard and paper in house we could be saving \$22,440/year. There is a cost for equipment and he anticipates the payoff would take 2 ½ to 3+ years depending upon how much equipment we purchase and what the market does. He stated this would require a minimum of 2 full-time employees and possibly another part-time. The Board asked about maintenance costs of the equipment. Dunbar stated he would figure \$5,000 as a high for maintenance.

Dunbar also suggested composting as it is cheaper than landfill costs. It should pay for itself. He asked that the Board think about adding to the TS Ordinance wording that would authorize the attendants to inspect any trash. This would stop people from putting Construction debris in the trash. Surrounding towns have fines and it has helped to stop the practice.

Dunbar also suggested “pay as you throw” program as it is the best way to generate revenue. The Board advised the complaint would be that the tax payers already pay for the TS service.

Dunbar advised Doug Rawson is training at the Transfer Station.

Thanksgiving – Dunbar asked if the Board would approve closing the TS the day after Thanksgiving as their holiday. He stated it is the practice to take the day after a holiday if the holiday falls on a day the TS is usually closed.

Levlocke stated she is comfortable with closing the Friday after Thanksgiving. The TS would be open on Saturday. Larkin agrees.

Larkin moves to close the Transfer Station Friday after Thanksgiving for this year. Levlocke seconded the motion, which carried unanimously.

For Signature

- Manifest #36
- Selectmen minutes – Aug 22nd
- Thompson boat fee correspondence
- Thomas cemetery deed
- Parks & Rec appointment paper

For Discussion

➤ Town Hall water

Carrier advised that he had turned on the water pump yesterday for the hall and there was water. The next time the hall will be used is for the elections next Tuesday. The Library will be open during that time in case there is still a water issue.

A factor of the well running dry was the hot water heater in the historical society. To replace with a point of use one installed would cost around \$450. To replace with the same size one the cost is \$520 plus installation.

McKeon stated we should go to the point of use. There is less electricity used and it would be cheaper all the way around. The Board agreed.

➤ Primary election

Carrier asked if the Board members would be available next Tuesday for the elections. McKeon stated he would be out of Town. Levlocke stated she is on the ballot and cannot count but she would be present to sign the sealed ballot box. Larkin stated he would sign the sealed ballot box but has a ZBA meeting at 7:00 pm.

➤ Budget preparations

This is continued from last meeting. During the week the Board reviewed the Northeast Urban Region CPI for the COLA. The Board has used the July rate in the last couple of years. It was noted that the COLA increase is the only increase that many of the employees have because they no longer qualify for a Merit raise.

Levlocke moved to use the 1.1% COLA as shown in the Northeast Urban Region CPI. Larkin seconded the motion, which carried unanimously.

➤ Unpaid 2009 property taxes

Levlocke stated that the Board has extended several times and Koopmann has said he would be in to pay the 2009 taxes and he has not done it. Even though he has paid the 2010 and 2011 the 2009 remain unpaid.

Levlocke moves that if the taxes are not paid by Monday, September 10th, the Board will authorize the Tax Collector to deed the property. McKeon seconded the motion for discussion.

Larkin suggests waiting until Tuesday, September 18th and decide what to do on the Board's next meeting September 19th. He would like to give Koopmann the benefit of the doubt because 2010 and 2011 taxes have been paid.

Levlocke stated that the Monday September 10th date was Koopmann's request. McKeon suggested a compromise; to have the deadline be September 13th. *Levlocke moves to amend the motion to extend the payment deadline to September 13th. If payment is not received the Board authorizes the Tax Collector to deed the property. Larkin seconded the motion, which carried unanimously.*

➤ Farr Road bonds

The Board reviewed Town Attorney Tower's comments regarding the Road Construction and Ravine Stabilization bonds. Tower had noted that the changes are grammatical and not substantive.

Levlocke moves to accept and sign the bond agreements as submitted. Larkin seconded the motion, which carried unanimously.

The Board signed the development agreements.

➤ Deputy Health Officer

Larkin advised he sat in on a meeting with Van Houten and Dumont. Van Houten stated they need a 3rd person to take over Marilyn Rousseau's responsibilities. Van Houten wants the Board to advertise to fill the position. It was noted that Rousseau was paid 2 hours monthly to attend the meetings in Keene.

McKeon advised he asked Van Houten if the Town doesn't have this POD what we would do. Van Houten stated we would go to Keene. It was noted that the MOU that was signed stated there would be no cost to the Town. McKeon stated we can pay to hire a person or just drop it. It was noted that OEM takes the responsibility after 72 hours. Van Houten thinks the Town needs to cover the 1st 72 hours. Carrier will call Mrs. Greenwood as she has just retired from her nursing position. This discussion is tabled to the next meeting.

➤ Selectman project list

Business Development Group – McKeon had provided a possible outline for a committee. Levlocke advised that Mike Wiggin would be interested in serving on a committee. He had advised her that there had been such a committee years ago.

Newsletter development – Larkin presented a draft of the newsletter. He suggested having the Dept Heads submit information. There could be historical facts about Chesterfield included. The P&R could have their own page. Carrier stated that perhaps the Historical Society would get involved. Larkin stated that is what he was thinking. He hopes to have the newsletter setup before Town Meeting.

Community Center – Larkin advised he has been approached by some people. He'd like to see the old town office building used. This item is pushed back to a later date.

CIP – Levlocke advised the committee has had 2 meetings. A letter has been drafted that would be sent to all town departments, Chesterfield School and the Fire Precincts.

Highway overtime policy – McKeon stated he would have information at the next Board meeting.

Board of assessors – Larkin stated he would have an outline for the Board in October.

➤ Old business

Committee membership – The Parks & Recreation now has a full board. The Planning Board still needs alternates.

Wheeler property – Carrier advised he is waiting for the August report.

➤ Next week's meeting

Next week's meeting – The Board reviewed what may come up during this week. Carrier stated there are no appointments and some budgets would be ready for the September 19th meeting.

Levlocke moves to cancel next week's meeting. Larkin seconded the meeting, which carried unanimously.

➤ Other business

1. Catsbane Brook clean-out – McKeon advised he has spoken with Bevis. DES won't allow you to go into the brook and if a tree is cut on the bank the roots/truck must be left. Bevis asked if this had to go out to bid. It was noted that some companies wouldn't have the equipment for the job but Bevis knew of a local company that has the proper equipment and has an access point to the site. It was asked where the expenditure would come from. McKeon stated that usually grants fund projects like this.
2. Levlocke read the anonymous letter she received from an individual that kayak's on Spofford Lake stating they clean up areas whenever they come to the lake and wants to keep the lake pristine.
3. Levlocke stated that Southwest Regional Planning Commission has appointed her to the CT River Joint Commission.
4. The Department Head reviews will be done next meeting, September 19th.
5. An email to Van Houten and cc'd to McKeon from Deb Furlone, Furlone has resigned as a Deputy Health Officer.

Information

- Transfer Station level 4 operator certificate
- Wheeler property update
- MS-4 copy
- Misc. correspondence & newsletters

Adjournment

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

The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon P McKeon, Chairperson

Date

Elaine H Levlocke

Date

James M Larkin

Date