

**Town of Chesterfield
Board of Selectmen
MINUTES
April 2, 2014**

CALL TO ORDER

Vice Chairman Elaine Levlocke called the meeting to order at 6:15 p.m. Others in attendance were Board members Jim Larkin and Town Administrator Rick Carrier.
Absent: Jon McKeon

FOR SIGNATURE

- Manifest #14
- Selectmen minutes – March 18th
- Yield tax certification – Hadlock
- Yield tax warrant
- Intents to cut – Kray & Post & Kwader
- Solar Energy exemptions (2)
- Veterans Credit (2)
- Wood correspondence
- Town Meeting Citizens United correspondence
- Appointment Papers
- Payroll change notice - Cemetery
- Forest Fire bill

FOR DISCUSSION

- **Temporary Signs**

Chet Greenwood requested approval of sign permits and sign permit application forms and a permit fee of \$25.00

Levlocke moved to approve the \$25.00 fee and the forms presented. Larkin seconded the motion, which carried unanimously.

- **Transfer Station Cardboard Delivery**

The Selectboard made the decision to continue using Triple T to haul the bales to APR, but thanks Leon Dunbar for looking into alternate ways for hauling the bales. Larkin stated that Dunbar will be requesting approval of using the remaining trusses to build housing for the bales.

- **Transfer Station Swap Shop Volunteers**

Dunbar's email stated that the State is in the process of requiring transfer station volunteers to take a training course. Carrier will get more information back to the Selectboard at the next meeting.

- **Town Clerk Mileage Reimbursement**

The Town Clerk submitted mileage reimbursement for bank deposits. Town Clerk Barbara Girs stopped in to address questions. Levlocke stated that the board will review options for making the bank deposits.

- **Reimbursable Detail Rate**

Chief Fairbanks has agreed to the proposed rates for reimbursable detail for the police department.

Levlocke moved to approve the reimbursable detail rate change. The motion was seconded by Larkin, which passed unanimously.

- **Town Website Update**

Carrier provided the website progress to the Selectboard and asked for any further suggestions on the home page. The Selectboard suggested that a new photograph be taken from the roadside of the Town Office building.

- **Grant Application – Division of Historical Resources**

Carrier requested approval to apply for a grant from the New Hampshire Department of Cultural Resources/Division of Historical Resources, which is the moose plate grant. Carrier wants to apply for \$7,650 for the painting of the Town Hall cupola. Carrier stated that if the town applies for the grant, the town can't do any work on the cupola until approval for the grant is received.

Levlocke moved to apply for the grant from New Hampshire Department of Cultural Resources and to authorize Carrier to apply. The motion was seconded by Larkin, which passed unanimously.

- **Letter of Interest – Parks & Recreation Committee**

Jordan Williams sent a letter of interest to the Selectboard with his desire to volunteer on the Parks and Recreation Committee. The board suggested that Williams come to the April 16 meeting.

- **Spofford Lake Association Town Hall Usage**

The Spofford Lake Association has requested the fee be waived for the Town Hall rental for their annual dinner on July 26, 2014.

Levlocke made a motion to approve the fee waived for the Town Hall rental. Larkin seconded the motion, which passed unanimously.

- **Town Office IT Specialists**

Carrier reported on recent office computer issues. Carrier will provide Grace with the contact information, if further computer issues arise while he is out of the office. The Board will address this issue when McKeon is present.

- **Chief Fairbanks Memo – Stow Drive Parking**

Fairbanks provided a memo on parking issues with UNFI on Stow Drive. Fairbanks and the general manager of UNFI have agreed on plans to address the issues of the trucks parking on Stow Drive.

- **Timber Values**

The Department of Revenue Administration provided a list of timber values, listing current low high and average values for the town for the past six months.

Levlocke moved to approve the new average fees. The motion was seconded by Larkin. The motion passed unanimously.

- **Spofford Lake Water Level**

Carrier will work with Bart Bevis to keep the Selectboard informed of the water level at the lake. Currently the lake is still frozen.

- **Next Week's Manifest**

The manifest will be available for the Selectboard's review and signature in the afternoon of April 8, 2014. The board will be notified by email when the manifest is ready. There will be no Selectboard meeting on April 9.

- **Other Business**

Carrier reported that the Cemetery Committee will be meeting on Tuesday, April 8 at 6:30 p.m.

- **Project List**

Town Hall Annex: Levlocke stated that a committee needs to be formed. Joanne Condosta volunteered to work on the committee.

Library Parking Lot: Carrier stated that the Library would like to keep this item open.

Nonpublic RSA 91-A:3 II (a&c)

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

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

Nonpublic RSA 91-A:3 II (c)

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

With no other business to conduct, Larkin moved to adjourn at 7:10 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