

**Town of Chesterfield
Board of Selectmen
MINUTES
October 14, 2015**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:07 p.m. Others in attendance were Dan Cotter and Rick Carrier, Town Administrator.

Absent: Brad Roscoe

FOR SIGNATURE

- Manifest #42
- Selectmen Minutes – October 7, 2015
- Intent to Cut – DK East Development
- Appointment Papers – Planning Board & Conservation Commission

APPOINTMENTS

- **6:15 p.m. Nonpublic RSA 91-A:3 II (b)**

McKeon moved to go into Nonpublic RSA 91-A:3 II (b). The motion was seconded by Cotter, which passed unanimously.

Cotter moved to adjourn the nonpublic. McKeon seconded the motion, which passed unanimously.

The board has offered conditional employment to Gary Hamlin for the part time position at the Transfer Station. Hamlin has accepted the position.

- **6:25 p.m. Nonpublic RSA 91-A:3 II (a&c)**

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

Cotter moved to close the non-public session. McKeon seconded the motion, which passed unanimously.

The hours for Transfer Station employee Peter Geneseo will be reduced to 37 hours per week, along with a pay rate adjustment as agreed between Geneseo and the board on August 3, 2015, now that Chris Lord will be supervising the Transfer Station.

- **6:30 p.m. Chris Lord – Highway Budget, Bennett Road & Forest Ave.**

Highway Budget - Lord noted that the 4.8% reduction in the Highway Department budget is primarily due to the reduction in fuel, full time overtime and sand and gravel. Purchasing GPS units for the Town vehicles was discussed with Lord to monitor the plowing schedule and for operation safety.

Lord noted that the road agent's 2004 pickup truck was purchased for \$4,000 and the town has put \$16,526 into the truck since it was purchased. If the truck is not replaced, Lord will need to

invest another \$4,000 into the truck. He will be requesting \$10,000 as a warrant article for 2016. The truck will also be used to plow snow at the transfer station.

The Capital Expenditures and Special Articles for 2016 for resurfacing the roads will be approximately \$268,000.

Forest Ave - Lord announced that the road has been resurfaced near the new driveway being installed on Forest Ave. and drainage was installed on both sides of the driveway. Some trenching work has been done beyond the stream crossing and he didn't feel that the work should effect the wetland area. Carrier stated that he has researched the 2005 & 2014 surveys that were done on that area and they appear to be the same. McKeon noted that there may be an issue with the entry of Lot 8 A4 Forest Ave which is across from property that is not in ownership of Lot 8 A4. Current and past ZBA meeting minutes will be reviewed on any discussions regarding that lot.

Bennett Road – Lord will be meeting with Richard Diesl to go over the board plans on the swale and the asphalt requirements to the bump. McKeon noted that the town does not do maintenance to Bennett Road and the vegetation grows in the road. He added that the town has a survey that was done on the road and it is correct. David Mann's survey was done per the NH practice by using the known boundaries and Joe DiBernardo used the center of the traveled lane as his method of doing his survey.

McKeon stated that the board established, along with the town's road agent, that there is now nothing in the right-of-way except a small corner of Diesl's garage. He added the items that were located in the right-of-way have been addressed to the town's satisfaction. The code enforcement officer has been requested to review the driveway issue that is within Route 63, and as of this meeting, nothing has been reported back to the board.

- **7:00 p.m. Duane Chickering – Police & Animal Control Budgets**

Police Budget - Police Chief Duane Chickering noted that his department is up to full staff with a year of transition. He noted that the department is coming in at 3.3% less than last year's budget, partly due to the fact that fuel prices have dropped. The part-time salary is up 3.4% with them filling in on Monday and Saturday slots. Chickering has added a new line item called "Information and Technology". That service will provide computer backups and safety measures and making sure the computers receive monthly service and to ensure that they are virus free.

The warrant articles will include replacing the light bar, upgrade of computer hardware for inside the station and replacing one of the radios. McKeon suggested that the computer hardware should be listed under the operating budget.

Chickering noted that the police department uses Charles Works for their email addresses and notes that has been working well. He suggested that the board should research the pros and cons of changing the email to another system.

Animal Control Budget – The Animal Control budget is level funded.

FOR DISCUSSION

- **Suggestion Box**

There were no suggestions in the suggestion box.

- **Town Hall Annex Project Follow-up**

In Roscoe's absence at this meeting, his email indicates that his preference would either do nothing on the project or have a new annex solution. McKeon stated that the cost is prohibitive to the town to fix or repairs and he suggested that the architectural firm bill us for their work and the remaining money be used for a full structural analysis for upgrading the bathrooms and sprucing up the kitchen area. Dan Scully will be asked to provide the structural information to the board on their review of the building.

- **"No Idling" Signs School Drop Off Area**

Chesterfield School Principal Sharyn D'Eon requested approval to install no idling signs on the parent drop off circle. The board has agreed to allow the installation of those signs

- **Town-Owned Property – Wildwood Road**

There have been inquiries from individuals as to the procedure to purchasing the property. The property was taken over by the town this year because of unpaid taxes and there are no occupants in the building. The board will contact legal counsel for the steps required to put the property out to bid and what obligations the town has on the conditions in the interim and for the sale.

- **Letter of Credit – Gateway Preserve**

Mascoma Savings Bank would like to pick up the current letter of credit in Charles Donahue's name for the Gateway Preserve and substitute it with one in DK East Development, who is now the new owner.

McKeon moved to accept the reallocation of responsibility and the town administrator will return the original in the name of Charles Donahue, once the new document is in place. Cotter seconded the motion, which passed unanimously.

OLD BUSINESS

Wares Grove Cottage: Cotter reported that Tony Farnum is willing to look at the cottage and it was suggested that Farnum contact Erik Barnes.

Broadband Meeting: McKeon stated that Roscoe had done a great presentation for the broadband meeting and felt that the company representatives were very informative. Approximately 42 people attended the meeting.

Hosting NHMA Workshop: There are 16 people who have signed up to attend the December 3 workshop, with 10 of these people from our town.

Board/Committee Term Expirations: McKeon announced that Kristin McKeon plans to continue serving on the ZBA for another term and John Perkowski has announced that he will step down.

Volunteer Christopher Oot: McKeon will discuss that there will be an opening position on their board with the ZBA and acknowledge Oot's interest to serve.

ZONING ISSUES

Doug Foster's Canoes: The Planning Board secretary has pulled the file for McKeon's review.

Highlander Arms: Rt. 63 – The notification will be sent to the owner(s) of Highlander Arms to let them know that they are in violation of having too many employees. McKeon also noted that the ZBA was specific in that the business would operate by appointment only.

OTHER BUSINESS

Diana Warhall asked if David Mann was going to do any more on the survey to Bennett Road. McKeon replied that Mann has provided a survey to the town and it has been accepted. He will discuss any discrepancies between his survey and Joe Dibernardo's survey so that they will mesh. Cotter added that, unless something is compelling between the two surveys, Mann's survey will stand as is. McKeon noted that the board will be vigilant to keep items out of the right-of-way and the road agent gave testament that there are only two small bushes near the garage.

The Parks & Rec director provided a letter to each board member. His letter contradicted some of the statements that the Park & Rec Commission members stated in open session at last week's board meeting.

Cotter expressed his concern of Zoning Ordinance changes or Budget Committee requests made at Town Meeting and how the voters will be notified of what the changes that they are asked to be voted on. Carrier noted that post cards were sent out, notices are posted on the town website and on the notices are on monthly emails.

Cotter wants to know how the prior board designated Bennett Road an emergency lane. The emergency lane would have to benefit someone other than someone that abuts that road. This will be discussed at next week's meeting.

Grace reported that the ZBA would like to maintain the budget line item to remain the same as the 2015 budget. It was suggested that Dragon Speak be purchased to improve the efficiencies of the recording process at meetings.

McKeon noted that there were three applications at the October 13 ZBA meeting, with all of the variances requesting the same relief for the same issue. Two of the applicants will be coming back to the ZBA because they were told that they only needed relief from one of the zoning issues where they needed relief from at least two difference zoning issues. One of the applicants architect asked the code enforcement officer if he needed another section added to the application and he told them they did not. The ZBA is seeking information from NHMA whether the applications will need to be noticed again.

McKeon also reported that there are LP tanks that need to be determined if they are in violation of where they have been placed, i.e. either too close to property lines, from windows or generators.

With no other business to conduct, McKeon moved to adjourn at 9:27 p.m. The motion was seconded by Cotter, which carried.

Respectfully submitted,

Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Dan Cotter

Date