

**Town of Chesterfield
Board of Selectmen
MINUTES
March 23, 2016**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:08 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #12
- Selectmen Minutes – March 16, 2016
- DRA MS-232 Report of Appropriations
- Property Tax Abatement – Hertford Family Trust
- Yield Tax Certification – (5)
- Timber Tax Warrants (2)
- Intents to Cut (3) – Peloquin – Kray – Lakeville Shores Inc.
- OEM Director Appointment
- Cemetery Deed - Barber
- Timber Tax Assessment Form Letter
- Welcome to Chesterfield Form Letter
- Federal Surplus Property Program Authorization
- Appointment Paper – Budget Committee

APPOINTMENTS

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

Roscoe moved to go into nonpublic per RSA 91-A:3 II (a&c). VanCor seconded the motion, which passed unanimously.

Roscoe moved to come out of nonpublic. VanCor seconded the motion, which passed unanimously.

VanCor moved to seal the nonpublic minutes. Roscoe seconded the motion, which passed unanimously.

The Parks & Rec Director's position will be advertised in the local newspapers and by using websites for Indeed, NHMA and the town's website.

- **7:00 p.m. Yari McKeon**

Chesterfield Fireman Yari McKeon requested the use of the old Town Offices to practice a one-time search and rescue practice session. Carrier noted that the front portion of the second floor may not be suitable but the rest of the building should be suitable for the training.

Roscoe moved to allow the one-time fire training session at the old Town Offices. VanCor seconded the motion, which passed unanimously.

FOR DISCUSSION

- **Suggestion Box**

There were no suggestions in the suggestion box.

- **Draft Chesterfield Happenings Email**

No changes were made to the draft email.

- **Draft Conservation Easement Deeds**

The requested changes were made to the draft.

- **Spofford Lake Water Level**

The Selectboard controls the water level at the lake by controlling the operation of the dam. The selectmen suggested that a board be set in place at the dam to start bringing the water level up.

- **Draft Deconstruction Proposal**

Changes were made to the draft proposal for the deconstruction of 400 Route 9A in Spofford. An updated proposal will be available at the March 30 meeting for the board's approval.

- **Town Hall Rental Policy – Non-Profit Organizations**

McKeon moved to add the following change to the Town Hall Rental Policy for non-profit organizations. "When back to back days are involved, one of the days will require a full rental fee and a security deposit will be required." VanCor seconded the motion, which passed unanimously.

VanCor noted that the non-profit organizations will be charged directly for any damages or cleaning costs that occur during the use of the Town Hall and a security deposit will be required by that organization for any future single day rentals thereafter.

- **Postcard Mailing for Building Number & Broadband Survey**

Prospect Communications will be sending 5-1/2" x 8-1/2" postcards to residents notifying them of the new building number ordinance and the broadband survey.

- **69 Forestview Drive Town-Owned Property**

Carrier and VanCor reviewed the property to determine the contents that should be removed to make the property presentable for sale. VanCor reported that the building and basement does not appear to have mold and any structural issues.

McKeon moved to have Knotty Pine Auctions remove the contents of the home. Roscoe seconded the motion, which passed unanimously

Carrier will contact Knotty Pine Auctions to get a proposal for removing the contents following the 20-day notice period to the prior owner.

- **Chesterfield Board of Selectmen v. Chesterfield Zoning Board of Adjustment and Nine-A, LLC**

The board reviewed a letter from legal counsel.

OLD BUSINESS

Ware Grove Cottage: Roscoe will work with P&R Commission to provide a cosmetic list.

Town Email Addresses: Roscoe noted that most of the new email addresses have been set up and the employees are using them. The library and town clerk did not want to participate in the new email program.

Town Center Tree Committee: Roscoe will negotiate a price with the Conservation Commission.

Rescue Inc. Representative: Roscoe will contact the new OEM director to see if she would like to fill the position.

Ambulance Options Comm: Chesterfield already has volunteers and waiting to hear if anyone from Spofford will volunteer before May.

Boat Registrations/T. Clerk Budget: Roscoe noted that 95% of the boat registrations were done on Saturdays at Frank's Marine. DMV is not open on Saturdays. Information on the number of registrations and revenue for the past two years at Frank's Marine will be provided at the March 30 meeting.

ZONING ISSUES

Santo: 87 Hewitt Rd – additional dwelling: A letter was reviewed from Attorney Davis.

Highlander Arms: - Planning Board reviewed the plans for Brook St. Their motion passed 3 to 2 to allow Highlander Arms to move forward with the Brook Street building, with conditions to be made before permitting is given. Highlander Arms has 28 days to correct some issues and get back to the Planning Board. The plans need to be 100% complete to get a building permit.

Gateway Preserve: Code enforcement reported that the silt ditch was cleaned out and additional crushed stone was added along the driveway .

Steve Brabec – 12 Bob's Way: Electrical and plumbing were brought up to code by licensed contractors. Final inspection and CO issued on March 22.

Trailer on Rt. 9: Code enforcement will be meeting with Michael Kray on the property next week to inspect the site and status of the trailer occupancy.

Scott Sampson property: - Complaint made to code enforcement for cutting of trees along North Shore Road. Steve Dumont inspected and owner was referred to Carrier regarding logging. Forest Fire Ranger Matt Apgar verified that Sampson doesn't need an AOT to cut because he indicated that he would be stumping the property within six months.

EJ Prescott Signage: - Exceeds allowable signage – Planning Board will sign the plans when the correct copy is made available. The ARC sign and a banner sign are going to be removed. A note will be attached to the Planning Board plans that EJ Prescott needs to comply with the current signage.

OTHER BUSINESS

VanCor will make reservations to attend the meeting with state representatives in Keene on March 29.

Roscoe met with a broadband consultant this week. Roscoe plans to get an RFP out in May for the work and whether a grant will be available from government before the work goes out to bid.

Carrier noted that Gerry Barker has resigned from the Transfer Station and applications will be taken for the position.

An email was received noting that a number of used cars are parked behind Manny's Appliance on Route 9. The building is owned by Mark Lanoue. The board noted that this is a violation of a site permit.

McKeon requested that when the assessor assesses a property, it would be helpful for the assessor to note what is not compliant and a notation is made on the tax card. The assessor also should inform the administrator of the changes made to the property.

Nonpublic RSA 91-A:3 II (e)

Roscoe moved to go into nonpublic RSA 91-A:3 II (e). VanCor seconded the motion, which passed unanimously.

McKeon moved to come out of nonpublic. Roscoe seconded the motion, which passed unanimously.

McKeon moved to seal the nonpublic minutes. Roscoe seconded the motion, which passed unanimously.

Nonpublic RSA 91-A:3 II (c)

Roscoe moved to go into nonpublic per RSA 91-A:3 II (c). VanCor seconded the motion, which passed unanimously.

Roscoe moved to come out of nonpublic. VanCor seconded the motion, which passed unanimously.

McKeon moved to seal the nonpublic minutes. Roscoe seconded the motion, which passed unanimously.

With no other business to conduct, Roscoe moved to adjourn the meeting at 8:36 p.m. The motion was seconded by VanCor, which carried.

Respectfully submitted,
Patricia Grace
Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman VanCor

Date