

**Town of Chesterfield
Board of Selectmen
MINUTES
August 17, 2016**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:02 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

FOR SIGNATURE

- Manifest #33
- Selectmen Minutes – August 3, 2016 and August 10, 2016
- Raffle Permit – Friends of Chesterfield Library
- Cemetery Deed – Searles
- Intents to Cut – Allen & Medford/Bradstreet
- Eversource Pole License
- DRA MS-1 Extension Request

APPOINTMENTS

- **6:15 p.m. Susan Ashworth - HCS**

Ashworth represents Home Healthcare, Hospice and Community Services. She stated that the visiting nurse and physical occupational therapist provide 1,200 to 1,500 home care visits yearly to the residents of Chesterfield and are available seven days a week. HCS uses the Town Hall annex office for confidential phone calls, sending and receiving faxes to doctors and storing some supply items for the home visits. HCS is currently offering blood pressure clinics in conjunction with Age in Motion sessions at the Town Hall. HCS would also like to provide foot care clinics and other services for the residents if more space were available.

McKeon noted that the board has been working on renovating the annex portion of the Town Hall and may have other space available to HCS with the possibility of eliminating the office space at that location.

- **6:30 p.m. Wayne Dingman – Stones Mill Road**

Dingman approached the selectmen for guidance for funding of gravel for maintaining Stones Mill Road, which is a Class VI town road. Dingman noted that the State advertises that section of town as a historical point that leads into Pisgah Park. VanCor suggested that the board write a letter to DRED to assist in the maintenance of the entrance to the park.

FOR DISCUSSION

- **Suggestion Box**

The following suggestions were submitted:

1. "On all the 'Entering Chesterfield' road signs, now put another sign beneath them saying, 'Home of Tessa Gobbo – 2016 Olympian Runner'."

2. "The Rorschach Inkblot test is for physiologist testing. The Chesterfield letterhead could be used as an example. (A copy was attached) Example: What do you see? Is the overused mimeograph image put the town's best foot forward? It's time to give it to the Historical Society and come up with something new."
Signed by Bob Brockmann
Roscoe noted that the person submitting the suggestion should come up with a solution.
3. "If Goddere's cars move any further south, they'll be on Route 9. Why is this ok?"
McKeon noted that there is a setback requirement along Route 9. Code enforcement will be notified of the possible violation. There were questions as to whether Godderre went to the Planning Board for the change in use at that location.

- **Pierce Island**

VanCor reported that he has organized a joint meeting with representatives from DRED, Forest and Lands, Chesterfield PD, Marine Patrol, NH Fish and Game and Spofford Lake Association to discuss issues at Pierce Island and which group(s) has/have jurisdiction. The proposed meeting is scheduled for August 31.

- **Meeting Room Window**

The contractor should be providing replacement hardware for the malfunctioning custom windows at the town offices. The warranty is on the contract documents within the specifications.

- **OEM Director Position**

The board discussed rewriting and reclassifying the OEM director position as a paid volunteer position and being paid by a stipend. The goal is to create a new position by October 1.

- **Revaluation Process for 2018**

The board discussed the options that they would like to have for a full evaluation process of properties for the 2017-2018 year. RFP's will be sent to certified assessing firms for their quotes. The revaluation will be a warrant article, based on the proposal.

- **Larkin Way Proposal**

David Mann suggested that the board hire another firm to perform the independent inspection of Larkin Way because he did the subdivision survey for the project and the initial layout of the roadway.

- **Gateway Preserve Proposal**

David Mann submitted a proposal for surveying and inspection services for the Phase I Gateway Preserve condominium project and included the Scope of Services at an estimated cost of \$5,200. The board has requested an update on the topographic survey for the road only and the recalculation of the Letter of Credit, based on cost escalations.

- **Code Enforcement Report**

Gateway Preserve: No Certificate of Occupancy has been given for the first 2 units.

Well-Water Testing: Testing is being done on schedule.

Building Permits: 76 permits have been issued to date in 2016.

Highlander Arms: The selectmen asked about the temporary sign. Permanent sign will be installed when completed.

If the sign is in violation, the board instructed code enforcement that he needs to enforce the violation until the sign is in compliance. The temporary sign must conform with the sign ordinance and must meet with Planning Board approval, being one sign in the front and not on the building.

LP Tanks: No updates at this time. Several new generators installed around lake. One on hold due to tank location. Owner will move tank and reapply for permit for new generator.

The board has instructed code enforcement to provide a list of property owners, addresses and the violations notifications information.

Junkyards:

11 Stoddard Drive – 42 Spring Street – Morts Road
No updates at this time.

Doug Foster et al: No update at this time.

37 Rt. 9A: Complaint that kids are getting into a building on this property that is unsafe. On 8/3/16 Duso drove by and reported that the building is in rough shape. Needs to be followed up with property owner.

Other possible outstanding code violations include Jill Diesl (Rt. 63) property (trash/debris and electrical); illegal residences (Kray/Crofut on Rt. 9).

Daily inquiries from residents around the lake about shoreland requirements for tree cutting, construction and dredging. Trying to get DES to be more proactive. Selectboard was copied on emails to DES regarding Gale property on Rt. 9A where several large trees fell this week. Six property owners on the lake called this week with questions regarding tree-cutting on their properties. Richter would like to spend more time inspecting those to ensure compliance with DES point system (i.e., replanting if trees are removed or have blown down within the 150 ft. of the shoreline).

The board approved a draft letter written by McKeon to Jen Drociak of NHDES regarding the tree issues at David Gale's property and requested that DES do another site visit of that property.

- **Next Week's Manifest**

The manifest will be ready for the board's signatures on Tuesday afternoon.

OLD BUSINESS

Wares Grove Cottage: Roscoe noted that P&R are still trying to get estimates for work that is required.

Town Center Tree Committee: No update.

Ambulance Options Comm: VanCor noted that the committee met with Rescue Inc. They discussed Rescue Inc. expansion of plans for the towns that they serve. Elaine Levlocke is the

representative of Chesterfield for the Rescue Inc. board. Rescue Inc. board members set the rates for Rescue Inc. The committee will be meeting with Jeff Chickering of the Keene Fire Dept. on August 18.

Town Hall Annex RFP: McKeon reported that he is waiting for Dan Scully's response on the draft plan.

Old Town Office Building: McKeon will contact Warren Stevens to schedule a structural review of the building.

69 Forestview Property Open House: The board approved to schedule another viewing of the house, due to an increased interest of individuals that did not attend the August 13 open house, which was attended by 30 people.

Overtime Rule – Salaried Employees: The board should have a decision by the end of the week.

OTHER BUSINESS

Roscoe suggested that Chief Duane Chickering and Chris Lord look at items that have been placed in the road at Bennett Road.

There is only one more week of summer camp at Wares Grove. P&R has agreed to keep Wares Grove beach open on the weekends through September for extra revenue, if staff is available. P&R received a request to offer Pickle Ball. Roscoe noted that this game is a footprint of badminton that is played on the tennis court. The group requesting approval has offered to paint the lines required on the tennis court.

Roscoe suggested that the board check back with NHDOT and officials as to what their action plan is for the rumble strips. Carrier will forward the responses received on to the board members that came into the office during the past week, as a result of the letter they sent dated August 10, 2016 to NHDOT, legislators, Governor Hassan and Senator Kelly, etc.

VanCor expressed his concern of a discussion that he had with John Koopmann regarding the precedence of the ZBA decisions and lack of defining hardship and a variance from an applicant being more beneficial to the town and easier than going through Zoning.

VanCor noted that the sirens from VY have not been used for quite a while and most people can't hear the sirens. McKeon stated that both fire precincts had stated that they didn't want to use them.

VanCor noted that Spofford Fire Precinct is working with Clear Choice to complete "fit for duty" physicals of fire department staff which may be required by some State training facilities.

VanCor requested a list, from Carrier, of all the board and commissions where members are appointed and the dates of expiration terms.

Roscoe announced that the Broadband group will be meeting on August 23 to go over the preliminary results from the consultants.

McKeon will provide the meeting minutes from a board meeting that was held on August 14, whereby the board discussed the code enforcement office and how they wanted to move forward. The board members agreed that the position be a full time position and have a part-time position of approximately four hours/week for covering vacations/sick time. The selectmen

would provide a guideline of designated days for the site visits, plan reviews and issuing of permits. The number of hours required for the full time position was not determined.

The selectmen will be working on the annual department head reviews and they should be completed by September 21.

Town Clerk Barbara Girs noted that the Clerk's office will be closed on Wednesday, September 14 because it is the day after the primary election.

Jeff Scott reported on the variety of ways that the rumble strips were set up along Route 9 heading toward Concord, NH. Scott requested that the selectmen's letter to DOT and legislative representatives on the rumble strips be posted on the town's website.

Scott also recommended that a "fish eye" type mirror be installed in the ceiling of the Town Offices for security issues to help the staff be aware of people that may be in their working area.

With no other business to conduct, McKeon moved to adjourn the meeting at 8:38 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 W. VanCor

Date