

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
October 26, 2016**

**CALL TO ORDER**

Chairman Jon McKeon called the meeting to order at 6:05 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

**FOR SIGNATURE**

- Manifest #43
- Selectmen Minutes – October 5, 2016, October 12, 2016 & October 19, 2016
- Appointment Paper - EDC

**APPOINTMENTS**

- **6:15 p.m. Police Chief Chickering – Police Department Budget & Nonpublic RSA 91-A:3 II (a&c)**

Present: Duane Chickering and Kevin White

The proposed 2017 budget for the Police Department is at 9.7% for an increase of \$46,186.

Chickering reported on the increased incidences in town and the concerns of running the short staffed department. Chickering applauded his staff for their commitment for providing the 100% service to the community. Chickering proposed the hiring of a full time detective to handle investigations for the department to allow the other officers more time to perform their normal duties. The new position would not include expanding their fleet of cars. He noted that two of his newest officers will be enrolled in the academy, starting in January of 2017.

Chickering also is requesting to replace two cruiser video cameras and adding two cameras so that each police car is equipped with required electronic support devices. Roscoe noted that having the audio and video equipment would be an asset to the department. The board members were also in favor of hiring a detective for half of next year.

*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.*

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

- **7:00 p.m. Peter Zampella – Wares Grove Cottage Roof**

Present: Peter Zampella and Dewey Auger

The roof replacement bids came in as follows:

Vonderhorst & Sons	-	\$10,950
W.H. Richardson Builders	-	\$10,400
Robidoux Construction	-	\$ 5,600

*Roscoe moved to award the bid to Robidoux of \$5,600 for the money to come out of the Capital Maintenance Expendable Trust. VanCor seconded the motion, which passed unanimously.*

## FOR DISCUSSION

- **Suggestion Box**

Nothing submitted.

- **Selectmen Minutes Review – October 19, 2016**

*VanCor moved to accept the minutes of October 19, 2016 as presented. Roscoe seconded the motion which passed unanimously.*

- **Chesterfield Happenings Email**

Email was approved to be sent with minor changes.

- **Preliminary Tax Rate**

Carrier presented 2016 Preliminary Tax Rate (down -2.9% from 2015) showing total rate of \$21.26 before Fire Precinct rates.

- **RFP for Broadband Improvement Coverage**

Roscoe prepared a draft RFP for Broadband Improvement Studies. No action was taken.

- **Town Hall Annex Project**

McKeon will get quotes for tear down of the annex.

- **Bennett Road Proposal**

A written request for maintenance work was discussed for Bennett Road to be done by Joe Warhall. The board approved for Warhall to rake the bumps and tamp the area at the beginning of the dirt section. Warhall will not be allowed to cut or trim any trees or vegetation along the roadway.

- **Revaluation Bids**

Four bids were reviewed for the revaluation RFPs to assist and monitor town revaluations. M&N Assessing Service will be requested to come to a board meeting to discuss their services.

- **Draft Selectboard Memo to Department Heads**

The board discussed ways to improved communication between departments. Information to share would be employees to notify other town departments of their schedules when employees are away from their office or jobs. Department heads will be requested to meet with the selectman to discuss day to day issues on a quarterly basis. Department heads will be requested to contribute to the monthly newsletter. Roscoe will work with the CharlesWorks to set up a calendar.

- **Boards/Commissions Appointments**

Changes will be for filling positions for some of the Boards and Commission with terms that will be expiring in 2016.

- **December Transfer Station Holidays**

The board approved Chris Lord's request to close the Transfer Station on December 24 and 31 to allow the employees to spend time with their families.

- **General Election Selectboard Attendance**

The board discussed coverage for the elections.

- **Mediation Meeting Tomorrow**

All selectboard members will be attending the mediation at the Town Office on October 27.

## **OLD BUSINESS**

Town Tree Center Committee: VanCor will be getting quotes for tree work.

Ambulance Options Committee: VanCor will request proposals to provide ambulance service to the town. Chris Babcock did not have response times available for the Spofford Fire Dept.

Old Town Office Building: Warren Stevens will be back for another walk through of the building on November 1 or 2.

Forestview Property: FHA requesting town to provide repairs. House sold "AS IS".

OEM Director Position: Deadline applications – November 7.

Meeting Room Window: McKeon to purchase hardware.

## **OTHER BUSINESS**

VanCor has received a copy of New Hampshire Election Procedure Manual

VanCor reported that Sharyn D'Eon has given approval for tree removal and pruning at the school for the Town Center Tree project.

Roscoe reported that he spoke on the updated broadband with approximately 20 people who attended the Economic Development Committee meeting.

Carrier presented copies of the code enforcement report. The board noted that the disputed items were omitted from this week's report.

John Koopmann stated that there will be a Gateway site visit for the Planning Board at 1:00 p.m. on October 27 with the realtor.

### **Nonpublic RSA 91-A:3 II (e)**

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

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

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

**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.*

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

*With no other business to conduct, Roscoe moved to adjourn the meeting at 10:38 p.m. The motion was seconded by VanCor, which carried.*

Respectfully submitted,

Patricia Grace  
Secretary to the Selectboard

Approved by:

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Jon P. McKeon, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brad Roscoe

\_\_\_\_\_  
Date

\_\_\_\_\_  
Norman W. VanCor

\_\_\_\_\_  
Date