

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
April 5, 2017**

**CALL TO ORDER**

Vice Chairman Brad Roscoe called the meeting to order at 6:00 p.m. Also in attendance was Norman VanCor.

Absent: Rick Carrier, Town Administrator.

Selectman Jon McKeon requested to join the meeting via telephone at 6:18 p.m. McKeon was not able to attend this meeting because work didn't allow for him to get to the meeting on time. McKeon was alone in the room during his call with the selectboard.

*Roscoe moved to allow McKeon to join the meeting. VanCor seconded the motion which passed by majority vote, McKeon abstained.*

**FOR SIGNATURE**

- Manifest #14
- Selectmen Minutes – March 22, 2017 and March 29, 2017
- Property Tax Abatement

**APPOINTMENTS**

- **7:00 p.m. Diana Warhall – Swim Lessons**

Warhall has approval from P&R Commission to give swim lessons at the North Shore beach from June 13 through August 11. The board has requested that she provide copies of all instructors WSI certifications, life guard certifications and an updated insurance policy before they sign the License Agreement for swim lessons at the town owned beach. The board gave Warhall approval to advertise her swim lesson program.

**FOR DISCUSSION**

- **Suggestion Box**

A request was submitted for the Selectmen's office be open on Saturday. No action taken.

- **Selectmen Minutes Review – March 29, 2017**

*VanCor moved to approve the March 29 meeting minutes as amended. Roscoe seconded the motion, which passed unanimously.*

- **Code Enforcement Report**

The Code Enforcement report was reviewed for the week ending April 1 which included permits issued, field inspections and status on complaints, violations and erosion issues.

- **Quarterly Complaint Summary**

None submitted.

- **NHMA Workshop**

The Demand On Training for Selectmen's Role with Other Elected and Appointed Officials will be held on Tuesday, May 16 at 6:30 p.m. More information and invitations will be sent soon.

- **Draft Winter Operations Policy**

*VanCor moved to approve the Standard Operating Procedures for Snow Removal and Ice Control as amended. Roscoe seconded the motion, which passed unanimously.*

The final version of the policy with changes will be signed at the April 12 meeting.

## **OLD BUSINESS**

Old Town Office Building: On April 4 Don Brehm from EDC, VanCor and Parsons walked through the building and took photos of the increased mold, water dripping onto the floors, and a pile of snow in the basement. Second floor had more water and mold issues. Engineering reports need to be updated. A report will be given to the BOS with anticipated costs and options.

EMP Grant Scope of Work: The OEM director will meet with the BOS on April 12 and will include EMP Grant discussion.

Rescue Inc. Representative: Carrier was provided phone numbers for possible candidates.

Board/Commissions Appointment: Roscoe has someone interested in an appointment and VanCor has someone interested in ZBA alternate position.

WG Cottage Repairs: Cottage roof was completed by Robidoux on April 5. McKeon to do a punch list. BOS has given approval for inside work on the cottage.

Spofford Hall: Discuss in nonpublic.

Bruce Beach Settlement: Items were missing on plans presented at Planning Board meeting and some items do not comply with the town's drafting standards. Attorney will need to come back to Planning Board with requested changes.

Town Hall Rental Policy: VanCor met with Neil Jenness April 5 regarding the Town Hall Rental Policy. Misunderstandings and clarification of the policy and the reasons for the policy were discussed. Winter salt and sand on the main hall floor continue to be a problem. VanCor said the BOS will install more efficient floor mats. VanCor explained the policy of not getting the key the night before an event and the weekly schedule of the cleaning service. Those rules will not change in the foreseeable future. VanCor agreed that the Town Administrator presenting the BOS with a container of crumbs and several photos of water spills was inappropriate. A phone call to the church group would have been better. Jenness will explain the policy in detail to the senior lunch committee.

## **OTHER BUSINESS**

McKeon suggested that the board approve having Rod Parsons attend the Planning Board meeting on April 17 during their discussion on accessory dwelling units. It would help for him to understand the permitting process for those units.

McKeon reported that the Planning Board determined that the Andersen application must be reviewed as a new application and new standards would be used. The new application could

not be reverted back to the 2002 plan that was arrived at by a court settlement. The applicant's attorney requested a continuance for May 1.

Roscoe is coordinating a meeting for April 17 at 7:00 p.m. in the Town Offices to discuss a broadband program with area residents.

Roscoe has started working on the solar project by getting information on the amount of power the town uses at the town owned buildings which is about 205,000 kilowatt hours per year. That would require about .85 acres of land to set up solar panels, with a capital cost of approximately \$550,000 for a ground base installation. The school power is about the same as the rest of the town. Roscoe will also be looking into collective bargaining to purchase power.

Roscoe attended the Legislative Delegation meeting, which covered NHMA issues of delayed voting, bonding for broadband and an extra \$10.00 fee for automobile registrations, which is optional and would be a decision of the town. If the town decides to approve the fee, the money must be used for road work. Also discussed were shortages of EMT services and the possibility of block grants being cut.

VanCor reported that the Lion's Club will be installing the Welcome to Chesterfield sign on Route 9 near J&J Discount. The sign is being donated by the Lion's Club. The Lion's Club would also like to donate a gazebo to the town and, if accepted, have asked to allow it to be placed near the Chesterfield Fire Dept. sometime in late spring.

John Koopmann spoke on discrepancies on surveys recently presented to the Planning Board on April 3, 2017 for the Bruce Beach property off Forest Avenue. Koopmann provided documentation and surveys done in the past. He noted that the new plan must show where the road was discontinued and include the abutters easement. The board will address the issues with Bruce Beach's attorney.

The selectmen will request the road agent to pull a board from the Spofford Lake dam.

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

*VanCor moved to go into nonpublic per RSA 91-A:3 II (L) for legal purposes. 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.*

*Vote: Roscoe – Yes; VanCor – Yes; McKeon – Yes. Motion passed unanimously.*

*With no other business to conduct, VanCor moved to adjourn. McKeon seconded the motion, which passed unanimously. The meeting was adjourned at 8:37 p.m.*

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