

**Town of Chesterfield
Board of Selectmen
MINUTES
October 25, 2017**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:03 p.m. Others in attendance were Brad Roscoe, Norman VanCor and Rick Carrier, Town Administrator.

McKeon opened the meeting by welcoming those in attendance and requested that they raise their hand for questions or comments.

FOR SIGNATURE

- Manifest #43
- Selectmen Minutes – October 4, October 11, 2017 and October 18
- Highway Safety Grant – Traffic Enforcement
- Highway Safety Grant – Radar Units
- Cemetery Deeds – Dean & Underwood
- Payroll Change Notice – Code Enforcement

APPOINTMENTS

• **6:15 p.m. Jeff Scott, et al – Old Town Office**

Scott presented a report to the selectmen on the Open House that was held at the former Town Office building on October 21. The committee will schedule a walk through on November 4 from 1:00 p.m. to 3:00 p.m. for anyone who was not able to attend the Open House. The committee will present simple business plans to the BOS before the end of 2017 of interested parties in pursuing the purchase or lease of that building.

• **6:30 p.m. J.B. Mack – SWRPC**

J.B. Mack of Southwest Regional Planning Commission was invited to the Selectmen's meeting to give an update on the former Electrosonics site at 409 and 411 Route 9A in Spofford (noted as Spofford Place). He noted that those parcels are owned by two separate people. He noted that the former mill building has been removed. Copies were provided to the BOS of the Phase II Environmental Site Assessment Report dated March 18, 2014 from Rebecca Williams of NHDES. Mack noted that there are areas of contamination in the bedrock which is hard to remedy. The work done to date was done with federal money. The next step for the site would be the development of an Analysis of Brownfields Cleanup Alternatives and NHDES suggests that the town take over the property. Ground water monitoring is being done by the State. The town would need to have a plan in place to apply for clean up funds, which are available but the owner of the property would need to apply. The grant offers up to \$200,000 of funding per site. Mack encourages the town to speak with NHDES. NHDES is willing to come to the BOS to explain the process. McKeon suggested that legal counsel be contacted.

• **7:00 p.m. Duane Chickering – Budget, Quarterly and Nonpublic RSA 91-A:3 II (a&c)**

Chickering stated that all police personnel are working to cover the back roads and highways. There has been a 64% reduction in injury accidents over the last year and the burglaries are still ongoing. Chickering is planning to have Patrolman Jackson get training for drug recognition. Detective Palmer is working on solving cases, both new and old and is currently at a child abuse seminar.

The overall budget proposal is at 2.2% over last year. The PD is looking into buying vs. leasing another vehicle to be added to their fleet of cars. Chickering is writing grants for speed enforcement and radar units.

- **Nonpublic RSA 91-A:3 II (a&c) – Personnel**

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

McKeon 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.

FOR DISCUSSION

- **Suggestion Box**

Nothing submitted.

- **Public Comment**

None.

- **Selectmen Minutes Review – October 18, 2017**

Roscoe moved to approve the October 18, 2017 meeting minutes as amended. VanCor seconded the motion, which passed unanimously.

- **Code Enforcement Reports**

The Code Enforcement activity reports were reviewed for the week ending October 21. The report included permits issued, field inspections, violations and complaint follow ups. The board will ask CE to follow up on past due date action items. It was reported that the Karapanagiotides property now has five apartments and only two apartments are allowed. Deputy CEO will inspect that property.

- **Monthly Happenings Email**

The most recent report on the former town office building will be added to the Happenings email.

- **Economic Development Committee Charge**

The board discussed adding a ninth item to the Committee Charge as follows:

“Support activities outlined in the Chesterfield Master Plan and other projects as agreed upon by the Economic Development Committee and the Board of Selectmen to further the quality of life and economic goals of the Town.”

VanCor moved to accept the new charge for the Economic Development Committee as amended to include the wording of number 9. The motion was seconded by Roscoe, which passed unanimously.

- **Historical Society Building Painting and Repair Estimate**

The board reviewed an estimate prepared by Southern Vermont Painting & Restoration for carpentry, masonry and painting at the Historical Society building. Roscoe felt that the items on the proposal should be on the maintenance plan. McKeon will look at the square footage for that building to determine the cost amount for work that needs to be done.

- **Highways to Summer Cottage Follow-Up**

John Bauby came to the board on October 18 requesting that the blocks be removed approximately 800 ft. down the hill from where they currently are located so that he can access his property on Merrifield Road year round. The town voted to close off that area of road to traffic from December 10 to April 10 each year.

Bauby will be notified that no action will be taken by the board.

- **Selectboard Rules of Procedure Draft**

Postponed to November 1.

- **Gateway Preserve Condo Bond Inspection**

The developer of Gateway Preserve has requested an inspection of Phase III for the road bond release at the preserve. Ross Huntley will be contacted to see if he can perform that inspection. The developer will pay for the inspection.

- **Mooring Petition Process**

A petition will be drawn up to submit to DES to regulate moorings on Spofford Lake. McKeon will write the draft.

- **Fireworks Ordinance – Fire Department Enforcement**

The Fireworks Ordinance will not be amended until after March 2018.

- **Chesterfield Zoning & Regulations Committee**

Val Starbuck will review a draft letter from the BOS to go out to the Conservation Commission, Planning and Zoning members informing them of the new committee being formed. Sample responsibilities of the new committee will be:

- Zoning Ordinances
- Steep Slope construction
- Shoreland Protection regulations
- Boat slip regulations
- Septic system inspection process
- Other business that may come before the Committee

VanCor noted that the committee will hold an informational meeting on November 2 at 3:00 p.m. in the Town Offices.

OLD BUSINESS

Spofford Place: J.B. Mack provided background info on the project the board.

Town Hall Annex RFP: Options: Full design/ADA bathrooms/design study. McKeon will provide pricing before Thanksgiving.

Old Town Office Building: 2018 warrant article to demolish. Jeff Scott presented a report to the board on the Open House held on October 21. Warrant article determined by the outcome of interest generated from the Open House and news articles.

Committee Memberships: Vacancies in EDC & CCC.

Committee/Board Term Expirations: To reappoint or replace members in November.

Spofford Hall: Signed 155-B:2 order sent to District Court..

29 Wildwood Rd.: Bids due November 2.

McKenna Way Ravine: Evaluation for the stabilization issues on hold at this time – Mike Cersosimo will be contacted.

Review Sealed Minutes: To review sealed minutes by BOS in November.

Old Town Office Files: Chris Lord will get them onto a shelving unit before Thanksgiving.

Library Warrant Article RSA 202-A11-a: Public hearing to be held in February.

NHMA Workshop: McKeon to contact Steve Buckley at NHMA for workshop in Chesterfield.

Beach Erosion: Will have proposal from Fieldstone for November 1 meeting.

OTHER BUSINESS

VanCor requested that Peter Zampella be scheduled on the agenda for November 1 to discuss projects moving forward.

Roscoe announced meetings attended and/or research this week:

- Broadband – met with Jay Kahn to get updates for towns – Kahn is proposing new legislation which will allow towns to bond broadband and hopes to get that through this year.
- AT&T for rural broadband – rollout broadband to rural areas in 14 states. This is an offshoot of the First Net Public Emergency System and New Hampshire. NH has decided not to participate in the First Net Emergency System.
- Broadband meeting in Concord – Discussion on towns hiring a consultant to negotiations with cable companies.
- P&R meeting – They are summarizing their budget from last summer; they are under budget because of bad weather and staffing was cut back. They are bringing up some capital maintenance items that they want to get done. They are also adding on items to their list. P&R discussed funding the Summer Concerts and ways to make money from food trucks during the concerts.
- Budget Committee meeting – The school budgeted on 294 students with 280 enrollment, high school budgeted for 126 student with 122 enrollment. Budget Committee adopted Rules of Procedure. The school closed on the Chickering property.

VanCor reported that Rick Cooper will make a presentation for options on the cistern proposed for the center of town. SWRPC will hold their fall meeting on November 14. The topic of that meeting will be on emergency management and preparedness.

McKeon asked Carrier for a follow up on the meeting he had with the Dept. of Labor in Concord on the issues at the beach. Carrier reported that the final results have not come in yet and the Dept. of Labor will be sending a letter.

McKeon reported that NHMA had a two-day seminar scheduled for November 15 & 16 at the Radisson in Manchester.

Carrier reported that the tax rate was received today as follows:

Chesterfield Tax Rate: \$22.22 which is up .3% from 2016
Spofford Tax Rate: \$22.49 which is up .9% from 2016

• Public Comment

Joe Scavani asked if the former town office building was going to be added to the warrant articles at the town meeting. McKeon replied that the process of the board is to follow the procedure that was provided to them per an RSA in that the board can negotiate to sell or

lease town property. He added that there are people that are interested in the property and the board will discuss what their interest is and use of the property for the board to determine what is the best "fit" for the town. Roscoe noted that the board is trying to find out if the property can be used. Scavani noted that there are people that may want to discuss the old town office and how it could affect future boards. McKeon noted that all documents are available to the public and individuals have the ability to get that information. Bob Del Sesto asked if all documents and reports be put on the town's website. Roscoe replied that there is a reasonable and practical limit to how much should be put on line.

Jill Diesl asked how a mooring ordinance was going to be enforced. McKeon replied that the ordinance will have guidelines and permits will need to be issued. Diesl questioned why people are only now coming in to discuss their concerns with the selling or leasing of the old town office building when the topic has been discussed at several board meetings and those meetings are open to the public. She suggested that the building be sold "As Is".

Jeff Scott volunteered to get signatures for the petition for the mooring. The board gave Scott the approval to move forward with the former town office building.

- **Nonpublic RSA 91-A:3 II (a&c) – Personnel**

Roscoe moved to go into Nonpublic RSA 91-A:3 II (a&c) Personnel. 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. VanCor seconded the motion, which passed unanimously. The meeting was adjourned at 10:05 p.m.

Respectfully submitted,

Patricia Grace
Secretary

Approved by:

Jon P. McKeon, Chairman

Date

Brad Roscoe

Date

Norman W. VanCor

Date