

**Town of Chesterfield
Board of Selectmen**

**MINUTES
August 24, 2006**

Call to Order

Chairman Jon McKeon called the meeting to order at 6:00 PM. Others in attendance were Board member Dan Cotter and Administrator Rick Carrier. Wanda McNamara was absent.

Appointments

➤ 6:15 p.m. Bart Bevis

1. Overtime – Bevis advised that the overtime for Adler was due to his working through lunch in order to stay ahead of the crew doing work behind him. Bevis had advised him he would need to leave earlier on those days that occurs so as not to accrue overtime.

Bevis advised that Mike Plante OT was due to call out time on the weekend for a tree down.

2. Old Chesterfield Fire Pond – Bevis will be resubmitting the grant application noting that this is a dam and he will make application accordingly. Draining the pond is not an option as it is used for the school's fire protection.

3. Gulf Brook on Mountain Rd – A wetland permit has been submitted to the State and signed off by the Conservation Commission.

4. Fuel Tanks – DES has approved the plan for the switch over. The State will inspect the project after it is done. Bevis advised he hopes to have the project completed before snow flies.

5. Highway Budget – Bevis advised he has calculated a 5.5% increase at this time for 2007. He will have the 1st draft for the Board at their next meeting.

6. Highway Roof – Bevis advised it is the opinion of everyone he has spoken with that the roof problem is a moisture barrier issue. Bevis suspects that the insulation was put in backwards. He has tried to locate warranty information.

The Board discussed a 2-prong approach to the problem.

1. Warranty issue with Nucor – even a prorated amount would help.
2. Caron Engineering as the contractor of the project and their responsibility in the problem.

Bevis advised the pricing be looked at 2 ways.

1. From the top of the roof and put in 2" insulation and then a new membrane over that.
2. Spray the surface with a 2" spray.

He also thought of possibly dropping the ceiling and insulate a hung ceiling leaving a cold roof.

Bevis advised he had questions concerning mold. McKeon stated that most black that you see on the insulation would be caused by friction. Bevis stated that he wondered if mold could be behind the plywood on the walls where the water had leaked behind the plywood. Cotter noted that if the water issue were dealt with then any mold would dissipate. McKeon stated in the worst case they could pull the plywood off the walls and replace it. There is no proof that mold is a health issue. Bevis stated he could cut areas where mold would be suspected. The Board will think about how to continue.

7. Bevis advised of the LGC lock-out/tag-out class the department had attended. His crew now has bags with lock out/tag out supplies. He had asked LGC for SOP's and SOG's for the policy.

8. Chain saw class – Bevis advised his crew has learned new methods to drop a tree. He stated it was a very good class and his department benefited from the training.

➤ 7:00 p.m. Lester Fairbanks

The Board had reviewed Fairbanks contract. It was noted that there was no expiration date on the contract. The Board was concerned with the limited hours taken for vacation in the last 2 years. Fairbanks advised he intends to take a week off soon.

The Board discussed Fairbanks' goals of updating the Department policy. He advised he hopes to have it done by spring. McKeon asked if the goal was too big and if it should have been broken down. Fairbanks advised it is a 600-page manual and is 70 – 75% complete. His department uses the manual for training. Fairbanks invited the Board to attend their department meetings.

For Signature

- Manifest #34
- Selectmen minutes – August 10th & 16th
- Ballot Clerk appointment papers
- Deputy Town Clerk appointment paper
- Deputy Tax Collector appointment paper
- Veterans credit application – The Board denied the application noting that serving 90 days during a war time period was required. The individual had served less than the required time.

- Payroll change notice – code enforcement
- LGC policy conference representative

For Discussion

- Town Office committee – CM contract

Fairbanks advised the Town Office building committee is in negotiations for the CM position. The question remains to agree on a lump sum or percentage payment. Separating the building from the parking lot with a turn around drop off spot was discussed.

The Board decided to go with the lump sum figure. The figure given would be 5% of the construction. The Committee will be meeting again on Tuesday, August 29th. Cotter will attend the meeting.

- 2007 Gas/Fuel Oil projection

McKeon advised he had contacted Cheshire Oil and was told the projected cost of fuel could increase by \$.75 from its current cost. The Board will use \$3.50 for the purpose of budgets.

- 2007 Cost of Living Adjustment

The NH Employment Security has given the Consumer Price Index for an urban area is 4.1% as of July 2006. The Board agreed to use this figure in calculating the COLA increase for 2007, as has been its policy.

- 2007 Retirement Contribution Rates

Carrier advised that the NH Retirement System is increasing the employer contribution for employees to 8.74%, a 28% increase and to 11.84%, a 22% increase for police. The increases become effective July 1, 2007.

- Employee Health Insurance

Cotter advised he believes that the school support staff and the Town employees should have comparable coverage. The school has 2 different plans and the union drives the teachers' health coverage. Cotter stated his concern is fairness across the Town.

McKeon stated that he heard what the employees were saying and believes a decision needs to be made but that the Board should look at possible options. Carrier will check with Hinsdale regarding the deductible pool and McKeon will check on the school support staff coverage.

It was noted that COLA increases include increases in health coverage. The Board is still comfortable with the 10% employee contribution. The Board will continue discussion after getting further information.

➤ Welfare Assistance Guidelines

The Board reviewed the updated assistance guideline amounts. Ross researched area newspapers to determine going rates for apartments and minor increases were made in the food and maintenance categories. This was last amended in 2004. The Board approved the increases.

➤ Budgets handouts

Carrier presented draft budgets for the Board to review for discussion next week. The handouts were for Code Enforcement, Health Officer, Forest Fire, ZBA, Debt, Planning Board and Financial Administration.

➤ Eagle Scout project

Carrier had received 2 calls from scouts looking for projects to help earn their Eagle badge. Carrier sent them to Metivier. He asked if the Board had any suggested projects. It was noted that the projects usually run for several months. It was suggested that Fairbanks also be asked if he had any suggestions.

➤ Old Business

Spofford Place – Young had e-mailed Carrier to advise that the VOC-contaminated soils have been removed and the site has been re-graded and reseeded. The VanOene septic tank will be installed in September. Young hopes to have the project completed by the end of September. A map will be drawn showing where EPA dug so that the State of NH could come back to dig up the remaining soils. She will send copies of the excavation map as soon as they are completed. McKeon will be contacting Young to view the site.

Memo of Understanding – Cotter advised that he is having difficulty getting answers from the State. Carrier suggests that the State be invited to the Select Board meeting.

➤ Next week's manifest

The manifest will be ready by Tuesday afternoon for signing.

➤ Non public RSA 91-A:3 II (a)

Cotter moved to enter nonpublic session pursuant to RSA 91-A:3 II (a). McKeon seconded the motion, which carried.

Cotter moved to adjourn from nonpublic session. McKeon seconded the motion, which carried.

- Non public RSA 91-A:3 II (c)

McKeon moved to enter nonpublic session pursuant to RSA 91-A:3 II (c). Cotter seconded the motion, which carried.

McKeon moved to adjourn from nonpublic session. Cotter seconded the motion, which carried.

Information

- Trustees of Trust Funds letter to DRA – Perham had done lengthy research investigating expendable trusts for DRA and a letter was sent thanking her for her prompt reply.
- DES correspondence – Electronic Wastes bill – DES advised that as of July 1, 2007 the Transfer Station would be unable to accept electronic equipment. Dunbar is aware of this restriction.
- DES letter of deficiency
- Misc. correspondence & newsletters

Legal

- A copy of Cay vs. Town of Chesterfield lawsuit was given to the Board for review.

Adjournment

With no other business to conduct, McKeon moved to adjourn, Cotter seconded and the motion carried.

The meeting was adjourned at 9:15 PM.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Wanda G. McNamara

Date

Daniel J. Cotter

Date