

**Town of Chesterfield
Board of Selectmen**

**MINUTES
September 7, 2006**

Call to Order

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

Appointments

➤ 6:15 p.m. Chet Greenwood

1. Outstanding Building Permits – Greenwood presented a spreadsheet of the outstanding permits and explained his process of cleaning up the older permits.
2. Junk Yard Ordinance – Greenwood advised he had cited 3 – 4 properties for violation and they have since been cleaned up and/or the cars were registered.
3. Health Ordinance – Greenwood presented the Town of Kingston's Health Ordinance. He advised that the ordinance was quite comprehensive. Copies were to be given to the Board for their review.

4. Budgets:

- Code Enforcement Dept. – The Board reviewed the budget. It showed \$3,950 above last year, an increase of 11.2%. He has asked to get the Access Program and then test the Inspection Butler program this year prior to purchasing the inspection program. If the Butler program meets his expectations he would like to include it in the 2007 Budget. The increase already reflects this cost. If Access were purchased this year he would recommend level funding the supply line. The Access program could also be used for the Welfare Dept MAPS program.
 - Health Officer – This Budget is reduced \$2,600 down by 31.7%. Greenwood advised the difficulty in projecting if the Bird Flu or EEE entering our area.
5. Off Premises Signs – Carrier had noted signs placed at the end of Stow Dr advertising employment. It was questioned whether the signs were grandfathered but McKeon stated if that is not noted in the sign ordinance the signs should comply. Greenwood will write letters to the property owners and include a copy of the ordinance.

➤ 7:00 p.m. Leon Dunbar

1. Hypodermic Needles – Dunbar has advised that this has become an issue at the Transfer Station. He has gotten a sign noting the biohazard and advising on how to dispose of the needles. This information will be posted at the Transfer Station. The needles should be placed in a small coffee can and then wrap duct tape around the can to secure it.

2. July 2007 – CRT's will not be allowed in the regular waste disposal as of July 2007. Dunbar gave 3 options to deal with disposing of the tubes.
 - One Day collection events annually, similar to the hazardous waste days in Keene.
 - Gaylord program
 - Epod program – The cost would be \$120 monthly, \$.15/pound and \$74/hour to haul it.

Carrier asked if the CRT's could be included in the hazardous waste days. Dunbar will look into this.

3. TTT – Dunbar advised that TTT would be raising their rates in 2007. They charge \$12.50 plus weight to take mattresses. The Transfer Station charges \$10 for mattresses and box springs. Dunbar will review the ordinance and make suggestions on fee increases. He will bring this information to the Board to schedule a public hearing.

4. Burn Pit – Dunbar advised he has received a complaint of fly ash traveling with the wind onto a neighboring property.

5. Overtime Memo – Dunbar advised there might be some overtime while Geneseo is out on medical leave. McKeon asked if the hauling could be done during operation hours instead of Mondays. Dunbar advised it's difficult to haul when the public is about but it may work for a short term during Geneseo's leave.

6. The water has been installed at the Transfer Station and Dunbar advised how nice it was to have it readily available to wash down and disinfect spills. The roof on the proposed bathroom is leaking. It will be repaired before the bathroom is installed.

For Signature

- Manifest #36
- Selectmen minutes – August 24th
- DRA MS-1 Summary Inventory of Valuation
- NHOEM correspondence
- Intent to Cut – supplemental Davis

For Discussion

- Budgets – Debt Service, ZBA, Planning, Forest Fires, Financial Admin. – The Board reviewed the following budgets.
 - Debt Service – decrease of 3.1%
 - ZBA – increase of 11.7%. The ZBA would like to see the Meetings & Conference line increased by \$800 to include more classes available to the Board. The Secretary line increased by 3.1%.
 - Planning Board – increase of .7%. The printing line was reduced by 80% and services line reduced by 33.3%. The Secretary line increased by 16.3%.
 - Forest Fires – The budget remains the same as 2006. An Expendable Trust for wildland fire suppression would be \$3,500. When the fund reaches \$10,000 Yeaw expects to hold the Trust funds in the event of a fire to cover the costs. The State refunds ½ the cost of the Forest Fire training line.

- Financial Administration – increased by 4.5%. It was noted that the interest rate has increased due to Cheever's adept management of Town funds.

➤ Board appointments

The Board reviewed the list of appointments whose terms are expiring this year. The Board will wait to discuss this further when Cotter is present.

➤ Employee Health Insurance

Carrier had the information from the Hinsdale's policy noting the Town covers up to \$1,000 of deductible expenses for a single employee and \$2,000 for couple/family plans. McKeon advised that the support staff at the School use the same insurance as the teachers. They were given a \$.50 increase to cover the cost of the contribution to offset the cost for the first year. The Board decided to discuss this further when they have a full Board.

➤ Lake level

The Board reviewed the letter from the Spofford Lake Association. The Board will follow the historical procedure of removing the boards on the dam the day after Columbus Day.

➤ Influenza mailing

The Board reviewed the draft letter she would like sent to the area businesses informing them how to deal with the flu. There would also be a checklist included with the letter. The Board will discuss this further at the next meeting when Cotter is present.

➤ Bonus procedure

The Board reviewed the application. They asked how could the committee reviewing the applications know that the employee's goals had been met. Carrier suggested that the Department Heads input is given in regard to the goals. It was also suggested that the Board review the applications instead of a committee. This will be discussed further when there is a full Board.

➤ Election reminder

The Board was reminded that the Primary would be held on Tuesday, September 12th. They have committed to count ballots and sign the packing box after the election.

➤ Old Business

Memo of Understanding – Sara Ward had delivered an addendum to the MOU for regional pandemic influenza planning activities to be signed by Cooney, Director of the Division of Public Health Services and the Select Board. A meeting will be scheduled to discuss the MOU addendum.

Town Hall Doors – McNamara had spoken with Jenness and Jenness advised her that the Historical Society wanted to raise the funds to restore the doors.

➤ Department Head reviews

The Board discussed changing the review format for management. McKeon will forward suggestions to Carrier.

➤ Other Business

1. Cemetery Meeting - It was noted that the Cemetery Comm. will be meeting on the 12th. McKeon may attend to discuss cell phone and merit raise policy.

2. Welcome Farm agreement – Carrier had given the Board copies of the agreement with Cersosimo regarding the Town's taking over the roads in the Welcome Farm development. He anticipates Cersosimo will be going forward with this soon and wanted the Board to have the opportunity to review the agreement and conditions.

Information

- Highway Dept chainsaw safety certificates
- Trustees of Trust Fund correspondence
- FedEx Dredge & Fill Application
- NH Election Procedure Manual
- DES water test N. Shore beach report
- Monadnock Conservancy correspondence
- Misc. correspondence & newsletters

Legal

Emery has inquired if he could still proceed with the Planning Board discussions with the knowledge of Cay's lawsuit filing. Carrier has not heard back from Mullins however, believes if the Planning Board advises Emery that he could proceed with the understanding that he is doing so at his own risk and any discussion would be non-binding until the lawsuit is settled.

Adjournment

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

The meeting was adjourned at 8:45 PM.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Wanda G. McNamara

Date

Daniel J. Cotter

Date