

**Town of Chesterfield
Board of Selectmen**

**MINUTES
August 23, 2007**

Call to Order

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

Appointments

- Brad Chesley – unscheduled

Chesley requested that he receive a tax bill for Pinnacle Springs Ext. He presented a copy of 1988 Annual Report noting Article 30 to accept the road as a Town road once all requirements have been met and approved by the Selectmen and the Road Agent. These requirements have not been met and the road continues in private ownership. He also presented a letter to Atty. Bentley noting the same as well as a deed dated 12/29/03 from Hall et al to the Berents transferring ownership of the road.

Chesley is concerned with the amount of work that is being done at the Hall & Kwader properties. DES had advised him last year that if work resumed that he should contact them again. Chesley stated that under Land Development Regulation Article #704 notes that construction of a roadway shall not begin until the approved subdivision plan has been recorded at the registry.

Kwader has gone to the Planning Board for a consultation regarding a subdivision plan but doesn't have the frontage required. Chesley stated Kwader was to go before the Zoning Board of Adjustment. McKeon advised that Greenwood needed to look at this from Chesley's property.

- 6:30 Deb Hogancamp

Hogancamp suggests contacting local artists to lend or give artwork/crafts to furnish the Town Office and Police Dept (if appropriate). All pieces would be uniformly labeled. McKeon asked if there were a number of pieces how would that be handled. Hogancamp stated they could be rotated.

The other concerns would be liability in the event of theft, fire or damage. The Board is receptive to this suggestion but would like to see how others get around the liability issues.

Hogancamp had a color board with the carpet, floor and wall samples for the new building and explained the layout to the Board.

- 7:00 Leon Dunbar & Nonpublic RSA 91-A:3 II (a & c)

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

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

McKeon asked Dunbar who would take his place on the Truck Feasibility Committee while he was out on disability. Dunbar stated he would first ask Szmit and then Bevis if Szmit were unavailable due to Bevis' busy schedule.

Transfer Station Budget – Dunbar advised there is a \$26,000 difference between the Town hauling with its own truck or contracting the hauling out. Carrier stated this budget is scheduled to go to the Budget Committee in mid December and Dunbar should be back from his disability leave.

Dunbar also mentioned the \$2,600 cost annually for the electronics program. The Board decided to hold this discussion until Cotter is present as he is the TS representative.

- 7:30 Ruth Van Houten (did not attend)

The Board reviewed the flier that Van Houten has submitted with her department's hours regarding a class taken on a Continuity of operations plan.

- Barbara Girs (unscheduled)

Girs asked if the Town had a Conflict of Interest Policy. She was advised that one has been developed and will be going to Town Meeting for a vote in March 2008. She asked to see it. Carrier advised he would have a copy for her tomorrow.

Girs stated she is complaining strenuously that Steve Pro had a conflict of interest as a member of the TO/PD Committee in the fact that he was hired by Stevens to do the septic design for the new complex. She asked how much he made for this project and asked when the Board found out about his participation. McKeon stated they found out a month or so ago. Carrier advised that Pro's work was done and paid for prior to the vote at Town Meeting.

Girs stated she didn't know if there was a quid pro quo or not but Pro was making decisions on the Committee before he got paid. McKeon agreed this has tainted the process. Girs stated it was totally unethical. She also complained that Carrier as a member of the committee was also unethical as he knew of Pros participation. She said that if you know something unethical is going on you need to bring it forward. Carrier did not see a conflict at the time.

Girs asked who had made the determination to remove the trees. McKeon stated that the landscape architect along with Greenwood had determined that the trees

were dying and needed to be removed. McKeon advised that trees already on the plan would replace the trees and there would be no additional charge.

The Board discussed how to proceed and what benefits could be achieved. They agree that in hindsight they wished that this had been brought to the Board's attention earlier but have now been informed by the public. Carrier was asked to draft a letter to Pro and the members of the former committee with a cc to Bob Stevens.

Girs noted that there are 2 trees where the roots are scraped and the bottom of the trucks torn. These trees were noted to the contractor to be spared and D'Eon and Bevis were present. She said it seems that someone is trying to do what they could to kill the trees.

For Signature

- Manifest #34
- Selectmen minutes – August 9th
- MS – 1 extension request
- Highway Safety grant
- Intent to cut – Wright – The Board did not sign the intent to cut. McKeon advised that the Conservation Commission has tried to work with the Wrights to fulfill the conservation agreement to mark the trail and it has not been done. The Commission has asked the Select Board not to sign the intent until marking the trail is done.
- Cemetery deeds (2) – Greenwood & Hutton
- Land Use Change Tax – Migneault
- Forest Fire Bill

For Discussion

- Town Office/PD building submittals

Carrier advised the concrete step to the Fire Station was planned to go away, however is needed to access that rear doorway. The step is now staying with bollards added for visibility.

The Fire Department wanted 6 to 7 parking spaces striped and marked for their use only. Bevis would take care of the signage but asks that striping be done with the paving project.

- Town Office/PD brush/tree clearing – school property

Carrier advised that behind the old PD there were brush and locust trees that D'Eon had asked to be removed. Since this is school property and not part of the project, BC Construction was approached about clearing the area, removing stumps, loam and seed. The Highway dept removed the trees and brush. Leaving two maple trees

and BC quoted the school \$1,600 for stump removal, grading, loaming and seeding. The school agreed to pay this sum for this work.

➤ Town Office/PD bathroom accessories

Carrier had investigated paper dispensers for the bathrooms. He believes that non-proprietary dispensers be used as in the long run it would be less expensive. Barbara Girs suggested looking at Foley Supply. It was noted that the dispensers had to be ADA compliant. He will do more investigation.

➤ Fuel oil cost projection

McKeon advised that it had been projected to be \$3.25 by the end of next year. Cotter has not yet submitted Sandri's projection. McKeon stated they could get the figure to Carrier before the next meeting. This figure is needed for the 2008 budget process.

➤ Cost of Living Adjustment (COLA)

The NH Dept of Employment Security has released the consumer price index for July 2007. The change from July 2006 to July 2007 is 2.4%.

Brockmann moved to use 2.4% when calculating the COLA for 2008. McKeon seconded the motion, which carried.

➤ RERP funds

Van Houten has received a letter stating that the allocation of RERP funds for the 2007 – 2008 fiscal year is \$23,300. The Board reviewed the letter.

➤ Parks & Rec membership

The P & R Commission is down 2 members, Muffy White had resigned and Dennis Cahill has just passed away. Van Houten had suggested getting something in the school newsletter about the vacancy. Brockmann suggested that the Star Spangled Banner Community News also be contacted to get information to the community and possibly interested parties may come forward.

➤ Perham correspondence – re: Selectmen's minutes

The Board reviewed Perham's e-mail regarding correcting the June 14th minutes, under Other business section #8 referencing the Chesterfield Fire Station roof repair Expendable Trust and this should have read the Chesterfield Fire Precinct Building Maintenance Non-Capital Reserve Fund and is currently identified as such.

The Board notes that as this has come to their attention and so changes the reading to be the Chesterfield Fire Precinct Building Maintenance Non-Capital Reserve Fund.

➤ Revised estimate revenues

Carrier stated he has filled out a revised estimated revenue form and is currently proposing using \$200,000 from fund balance to reduce taxes. This is in line with prior years use of fund balance as it represents the amount that was under expended from last year's budget and should keep the Town from needing to borrow funds in anticipation of taxes. Based on past experience, the revised revenue figure will be adjusted at the tax rate setting to produce a town tax rate increase of less than 1%.

The Board agreed to use the \$200,000 figure.

➤ September meeting schedule

McKeon will be gone on Thursday, September 6th so the meeting will be moved to Wednesday, September 5th. He will also be gone on September 20th so the meeting will be moved to Wednesday, September 19th. There is a possibility he will be absent on the 27th but this could change. He will be absent on October 4th.

➤ Next week's manifest

The manifest will be ready for the Board's signatures on Tuesday afternoon next week.

➤ Old Business

Spofford Place – Carrier advised he had spoken with Heroux and was told that the contractor Enviro-Safe will be doing the job. Chromium has been found on the site and John Liptak has been contacted. Heroux expects the clean up to be completed by the end of October.

Road Acceptance Criteria – McKeon advised that Del Sesto is looking at the criteria. It was noted that it could go by the tax base generated on the road.

Earley Use of Town Property – Carrier will draft a letter to Earley.

➤ Other business

1. Truss pictures were presented showing the storage of the trusses prior to installation being damaged due to their not being stored as the manufacturer recommends. All damages are flagged. McKeon was concerned with the roof failure potential.

2. Brockmann asked what plans Carrier has made regarding moving the offices. Carrier stated that the phone and computers are essential to the office operations. Carrier advised that he would be looking into the phones being changed and the possibility that this could be done quickly. The computer system could be wired within a couple of hours. The furniture could be moved in one day.

3. McKeon was concerned that the Internet connection was lost for the day on Friday after Pine Tree Cable was contacted by Wesfield to move lines. It was noted at the construction meeting that the fault was Pine Tree Cable's. Carrier advised he has

had very good communication with Wesfield regarding possible inconveniences in service given days ahead. Ross found that also.

4. McKeon was concerned with the exposed water connections next to the current Town Office building and the potential for vandalism.

5. McKeon was concerned with the trees that were to be left, that their root system was exposed and pulled. He was disheartened as this was a specific mentioned at a meeting with the contractor that they were to be saved. He stated that loam was replaced around the trees but pictures had been taken to document the damage in the event that the excavator has done any long-term damage. He wants Wesfield to be put on notice that this may be revisited in the future. Carrier will get a letter out to the architect.

6. McKeon asked for clarification regarding the change to the paving specs and that they not check for compaction. Stevens recommended this. It was noted that this relieves the contractor of liability if the paving fails. Compaction is also a proof that the correct material is being used because it would not compact correctly otherwise. McKeon noted that the soil compaction in fact hadn't passed every test as the meeting minutes had advised.

Information

- Treasurer's Report
- Chesley correspondence – re: Kwader
- Perham correspondence – re: Trustees of the Trust fund
- DES correspondence
- Misc. correspondence & newsletters

Adjournment

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

The meeting was adjourned at 10:10 PM.
Respectfully submitted,
Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date