

**Town of Chesterfield
Board of Selectmen**

**MINUTES
July 12, 2007**

Call to Order

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

Appointments

➤ 6:15 Bart Bevis

1. Bevis presented a work schedule for his department that had been requested by the Select Board. He noted that the schedule depends on several variables that could change the plan, i.e. weather, unexpected events requiring attention, etc.

2. High St. retaining wall – Bevis advised that he had received the information back from David Mann. The Town does own the retaining wall. They could a) rebuild the wall as it is, b) remove the wall the slope the area so that it wouldn't need the wall or c) they could pour footings and then rebuild the wall. The Board discussed sloping the hillside, however, that may require obtaining more land. They would like an engineer to look at the area and see what is the best option. Bevis asked where the money would come from to pay the engineer.

3. Roofing insulation sample materials – Bevis brought samples from both 4-Seasons Insulation and Builders Insulation. He had done a burn test on the samples and both had the required rating for flame spread of less than 25.

The Board went with Builders Insulation at \$27,850 due to other bidder's lack of phone number on their quote and positive prior experience with Builders Insulation.

Dan moved to go with Builders Insulation. Brockmann seconded the motion, which carried unanimously.

4. Bevis will be attending the Summer Informational meeting to be held August 9th at the Town Hall.

5. Bevis advised they had received the abatement information on the Police Department building and he was advised they were good to go. The Fire Department will schedule burning the building in 2 weeks or so. He noted that both the school and the fire dept. buildings would have personnel on the roofs for fire protection during the burning of the police building.

6. Cotter advised that after examining the tree behind the police department building, it was noted that even though the tree canopy looks good, the trunk is splitting and should be removed. Bevis advised that both trees would be removed after the burn.

7. Bevis advised that as the Chesterfield Fire Chief he has sent letters of thanks to the area Fire Departments that had assisted in the Mt. Wantastiquet fire.

8. McKeon asked about the use of the FD electric by Wesfield. Bevis advised that Wesfield is no longer using the electric from the Fire Station. In appreciation for the Fire Commissioners accommodating this use, Wesfield will be buying blinking red lights that could be remotely controlled when rescue or fire trucks leave the station. This was an arrangement between Chesterfield Fire Chief Bevis and Jim Loney. The Board requested that they be apprised of any arrangements in the future prior to their being made. These funds are not coming out of the Town Office/PD complex budget.

9. Bevis advised that he would be using the Police Dept while the road crew is working on the road entrances to Route 9.

➤ 7:00 Public Hearing – Bovine Blvd

McKeon opened the public hearing regarding designating a portion of Bovine Blvd as an emergency lane. The emergency lane designation would be for 300 ft from Route 9 to Meadow View Rd. Bevis advised that this lane would facilitate emergency response for medical, fire and police in accessing Meadow View Rd. It is more expeditious to drive through a street vs. having a dead end.

Bevis stated that from the Road Agent perspective this would give easier access for plowing and clearing Meadow View Rd.

McKeon closed the public hearing.

Brockmann moved to designate 300 ft of Bovine Blvd from Route 9 to Meadow View Rd as an emergency lane. Cotter seconded the motion, which carried unanimously.

For Signature

- Manifest #28
- Selectmen minutes – June 28th
- Timber Tax certificates (2)
- Timber Tax warrant
- Cemetery deeds (2) – Miller & Betz
- DRA Taxpayer Inventory Blank request
- Payroll Change notice – Cemetery + Parks & Rec
- NH Department of Safety Data Acceptance Letter

For Discussion

- Highway Roof bids – see Bevis above.
- PD tree and PD building – see Bevis above
- Fuel Oil Bids

The Board received 4 fuel bids. Bid #1 is for Town only and bid #2 is for Town and school. The fuel oil is for #2 fuel and the kerosene is not mixed.

- Roy Brothers
 1. \$2.58
 2. \$2.458No kerosene quote given.
- Barrows & Fisher
 1. \$2.459
 2. \$2.459Kerosene quote of \$2.959 for both
- Sandri
 1. \$2.394
 2. \$2.338Kerosene quote of \$2.648 for both
- Swanzey Oil
 1. \$2.39
 2. \$2.39Kerosene cost would be \$.15 over their cost.

The Board agreed to use Sandri and to ensure that the kerosene is not blended. The Board discussed moving the fuel tank for the Town Hall annex inside so that kerosene would not be required at the higher cost of fuel.

- Letter of Credit – Emery/Beal

The Board accepted the submitted letter of credit.

- Welcome to Chesterfield signs

The Board reviewed the e-mail from Martin Mahoney representing the Chesterfield Lions Club and that they have formally approved replacing the 2 Welcome to Chesterfield signs.

Cotter moved to accept the generous donation of the Chesterfield Lions Club. Brockmann seconded the motion, which carried unanimously.

- Town Office countertops

Reception area - Carrier advised it has come to his attention that the proposed countertops for the reception office are not practical. He suggests that they be moved across to the other side of the office for the maps, etc. This change would not

increase the cost. He also asks that a cabinet be built under a portion of the countertop for storage. Cotter suggests that a movable cabinet be used as you can change the location if you find it necessary.

Town Clerk's office – Philbrick had requested a locking cabinet at least 36" wide to provide secure storage for license plates. Cotter suggests a locking file cabinet. Carrier will price both built in and free standing units for Town Clerk's office and the reception area.

Tax Collector – Benjamin wanted to make sure that there was a shelf outside her sliding window giving space for people to write checks.

Carrier had been advised that it is the property owner's responsibility to purchase toilet paper and paper towel holders and soap dispensers for the bathrooms. Cotter advised that most supply companies would supply holders if you purchase their product. Carrier will look into this.

Cotter stated that it would be necessary to get special holders for the police lock-up bathroom. Carrier will contact Fairbanks.

➤ Town Office/PD building submittals

The submittals received in the past two weeks are available for review. There is also a request for payment and supporting documentation. The architect at yesterday's construction meeting had also provided submittals for the Board's review.

Cotter advised he had attended the construction meeting and a new construction schedule update was given.

➤ Town Office/PD CCD #13 external sump pump

The Board reviewed Michal's memo and the CCD for the sump pump. The sump pump is going out for pricing.

➤ Summer Info Meeting preparation

The Board will discuss several issues that would come up at the informational meeting. This will be tabled until the next meeting.

➤ Broustas correspondence

The Board reviewed Broustas' letter requesting a zoning change for his property. They asked Carrier to contact him to let him know how he would have to proceed to pursue this change.

➤ Town Hall windows

The discussion will be tabled to the next meeting. It was noted that the windows should be calked no matter what is done.

➤ Dept Head self evaluation

The Board asked that the department heads do their self-evaluations. The Board would like to have a department head meeting. The meeting is tentatively scheduled for Wednesday, July 18th at 8:00 a.m. at the Town Office.

➤ Next week's manifest

The manifest will be ready for the Board's signatures by Tuesday afternoon.

➤ Old Business

Earley use of Town property – This will be brought up at the Spofford Fire Commissioners meeting on Monday, July 16th. Carrier advised that Earley was requesting that her table and chairs be allowed to stay on the site. He also noted that Earley has been mowing the property.

➤ Other business

Carrier advised that Smokey Smith had told him that there were State funds approved this year for the Welcome Center. The Board discussed the possible increase in police presence may be needed. Carrier advised he thought this center was to also have a State Police satellite office.

➤ Non public RSA 91-A:3 II (b)

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

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

Brockmann moved to hire Keith Gordon. Cotter seconded the motion, which carried.

➤ Non public RSA 91-A:3 II (e)

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

Cotter moved to adjourn from nonpublic session and seal the minutes. Brockmann seconded the motion, which carried.

Information

- Employee certificate of attendance – PD
- Citizens Corp application
- LGC volunteer awards nomination
- Misc. correspondence & newsletters

Adjournment

With no other business to conduct, Brockmann moved to continue the meeting to Wednesday, July 17th at 8:00 a.m. Cotter seconded the motion, which carried.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date