

**Town of Chesterfield
Board of Selectmen**

MINUTES

July 18, 2007

Continued from July 12, 2007

Call to Order

Chairman Jon McKeon called the meeting to order at 8:05 AM. Others in attendance were Board members Dan Cotter, Bob Brockmann, Administrator Rick Carrier, Highway Supervisor Bart Bevis.

For Signature

- Manifest #29
- E911 Acceptance letter
- E911 Data Release agreement

For Discussion

- Employee Review Process

McKeon presented an overview of the changes that were made regarding employee reviews last year. He stated that the employee reviews are a tool for the employees to better understand their strengths and weaknesses. Bevis mentioned that most employees in his department have been employed by the Town for many years. He mentioned that the employees take great pride in the work that they do. McKeon noted that the Board has been considering a "longevity step" to the pay scale

- Water to the Old Police Station

Carrier advised that the plans for the new building call for BC Construction to cap the water line to the Old Police Station under the parking lot. A shut off valve was found in the Town Office basement that served the Old Police Station. The Board instructed Carrier to contact Wesfield to have the water supply cut and capped from the basement. It was noted that a licensed plumber needs to do the work.

- Cistern grant

Bart updated the Board regarding Stevens & Associates request to have him dig 16 foot test holes to determine if there is ledge. He advised that his equipment can only go down 13 feet. Bart expressed his concern regarding the exact location of the water line that services the Fire Station. He is also waiting for Dig Safe to mark the locations of any other underground utilities.

Adjournment

The meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Rick Carrier
Town Administrator

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date