

Town of Chesterfield Board of Selectmen

MINUTES May 10, 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. Highway Summer Hours – The Board asked Bevis about the summer hours. McKeon stated the issues were to provide 5-day coverage for the Town and the duration of hours worked may be affecting optimum productivity. Bevis stated that his crew sees it as a perk in the summer due to the long call out hours during winter months. They are on call 24/7 including holidays during the winter. He stated that from a production and morale standpoint it is relevant.

He stated the crew is not happy and he suggests that the Board sit down with them if the policy is to be changed to get full input from them. Bevis also noted that the paving season during July would be difficult for 5 days as the other towns work 4 10-hour days. McKeon understands the difficulties. Bevis advised of the paving stages and stated he could send those who have finished their process home making sure that the last person is not left alone on the job. McKeon stated that during the paving season the crew could possibly have the 10-hour days.

Bevis stated he doesn't see the huge issue on Fridays. Looking back to when they started the summer 4-day workweek there were maybe 5 Friday callouts. McKeon advised there were 2 last year. Bevis encourages the Board to weigh this against what damage that could be done to morale/productivity. McKeon noted statistics.

Brockmann stated that he has been concerned with the crew working 24 hours from a safety standpoint. Bevis stated they have changed their practices and have hot meals after the first round of plowing and eat more nutritiously. The only other way to avoid these long hours would be to have a second crew and that would increase the budget drastically.

It was noted that the summer hours start Memorial Day through Labor Day. McKeon asked if Bevis thought that splitting the workweek to allow the 4-day week but make sure that Fridays are covered would work. Bevis stated that could work and he has spoken with the crew about this possibility. Cotter stated that the Board is not trying to make the employees lives miserable. Bevis stated that he understands that but the crew doesn't. They would want to know they have flexibility. McKeon stated the Board is not setting schedules; Bevis would do that. Bevis stated his crew would be

appreciative of having flexible hours. Cotter stated that the Board's job is to look at it to see what is best for the Town and discussing it doesn't mean it would change.

2. Bevis advised that Jimmy Ray, NHDOT, had informed him that the Town needs to trap the beavers because the dam is undermining the culvert and destroying Route 63. He stated that DOT would pay for and hire the trapper but the Town needs to apply for the permit.

Kathy Thatcher, Conservation Comm, was present and stated she had made several calls to see if the Beaver Deceiver would be beneficial and every person she had spoken with said it was not reliable. Art Whipple had been contacted and the traps he had put out in that area were getting tripped. There was concern with injuries to children fooling with the traps. Bevis stated the beavers could be trapped live and relocated. He suggested that the PD make an area sweep to put the parents on notice and hopefully that would take care of the injury concern and keep the children away from the traps.

Thatcher stated she understands the necessity of protecting the road and assured the Board that the Conservation Comm knows that something has to be done. She stated we couldn't let the road be destroyed. She expressed her appreciation to the Board for giving the Conservation a voice in this.

Cotter moves to sign the trapping permit. Brockmann seconded the motion, which carried.

3. Bevis advised that the States bi-annual bridge inspection has been completed and nothing has been flagged. The bridges are all in good shape structurally. Carrier has the detailed report.

4. Bevis has been advised by Dick Verville that the Town has been recommended for approval for FEMA funds to repair the Old Chesterfield Rd culvert. If approved the 75% FEMA cost share is expected to be \$67,500 and the Town will be responsible for \$22,500 in matching funds or in-kind service.

5. Bevis advised that Yeaw would be coming into the Board regarding the cost of the fire on Wantastiquet Mountain. Bevis stated the cost could be as high as \$35,000 to \$50,000. There were 3 states involved, large amounts of equipment and 125 men and women on the fire line at times. It was noted that this would fall under the Forest Fire budget and not the Fire Dept. Tim Butterworth was on the scene asking if there was anything he could do as a Representative. Bevis suggested legislation to help pay for issues like this, as it is a State Park. It was noted that the Town receives \$6,000 annually from the State for the State Parks in Town.

Bevis advised that the Red Cross stuck with the crew from beginning to end supplying hot meals, sandwiches and water. One man had been taken to the hospital.

McKeon asked if there was a list of names and their departments so that the Board could express their appreciation. Bevis said there was several that had taken this information.

6. Bevis advised that Wesfield Construction trailer is fine where it is but there is to be nothing else to go between the trailer and the road and the trailer to the parking lot.

➤ 8:00 Lester Fairbanks

1. 2007 Explorer – Fairbanks presented pictures of the accident when he was rear-ended. The other party's insurance has already approved repair of the vehicle and he made sure it would be with new parts. He advised that he had signed authorization for the insurance company to pay Leon's directly for the damage.

2. Blazer – Fairbanks advised that the blazer has been stripped and he just needs to have the decals removed. He advised that there is a parts blazer up at the Highway Dept. and asked what the Board wants to do with the vehicle. Fairbanks stated the vehicle could be helpful to Greenwood because it could handle rough roads in the winter, however, because it is a diesel it needs to be plugged in 24/7 for it to start during the winter months. The Board advised that after removal of the decals it could be put up at the Transfer Station for sale by bid and also note there is a parts blazer.

3. Fairbanks advised his department would have to vacate their building by July 20th for paving preparation. Both the Chesterfield and Spofford Fire Depts have offered the use of their facilities however between the OEM graded drill and the construction process in Chesterfield that is not practical and there is no parking available at the Spofford station. He has looked at the Route 9A garage and thinks that this could be workable. His department could do any work necessary to make it accommodate their needs. There is ample parking and storage. Their guns, ammo and evidence would be secured. He would like to have Greenwood inspect it to make sure all wiring is in tact. When they decide if this will work he will let Carrier know so that he can contact the insurance company. The existing building will be used for Fire Dept training.

For Signature

- Manifest #19
- Selectmen minutes – May 3rd & May 9th – The amended minutes were signed. *Cotter to moved to seal the May 3rd Non-public minutes. Brockmann seconded the motion, which carried unanimously.*
- Property tax warrant
- Notices not to deed (2)
- Intents to cut (3)
- Raffle Permit – Friends of Library
- Non public RSA 91-A:3 II (a)

For Discussion

➤ Insurance Roll off truck

The Board reviewed the letter from LGC regarding the payoff amount for the truck. \$17,250 will be paid to the Town for the truck after the deductible has been taken. The Board decided to have LGC salvage the truck and the title was signed over to LGC.

➤ Email communications policy

Cotter had been concerned that email communications could violate the Right to Know laws. The Board decided to make sure that any email communications between the Board be cc'd to Carrier to be printed out and kept at the Town Offices. Carrier advised that he has been doing this but when it is appropriate he may not print the email out but would save it on the computer. Cotter stated that cc'ing by Carrier would give accountability to the Board. It was noted that there is a new law proposed before the Senate for this issue.

➤ Town Office construction procedures

It was noted that there would be very few situations where a decision would have to be made before 24 hours. McKeon stated that if there were an emergency the Board could convene and make a decision. Carrier or Fairbanks will contact the Board and they would make the decision if a meeting were necessary before the next scheduled Select Board meeting. The Board realizes that meeting every other week in the summer may necessitate a meeting between those scheduled times. The Chair will deem if meeting is necessary.

The Board would like to make sure that there was Town representation at every construction meeting and that representative would update the Board. Wesfield should have an agenda for each meeting that could be used for notes to be brought back to the Board. Fairbanks will cover the meeting when Carrier is on vacation.

➤ Town Office submittals

The Board decided that any new submittals would be in a folder for the Board to review. Once they have been reviewed they will be filed in the specific categories. McKeon will show Carrier how this is to be done.

Carrier will get copies of the project manual to Cotter and Brockmann. The Board noted that the schedule of dates was to be submitted by Harrington. They ask that he resubmit construction schedule as called for in the specifications. They have also asked for general conditions with the dollar amount attached to it. Carrier advised that he would contact Andrew from Weller & Michal when Andrew gets back from vacation.

➤ Conflicts of Interest policies

The Board reviewed the samples Cotter provided. They amended a policy and Carrier will have it ready for their review at the next meeting.

➤ Permitting flow chart

The Title suggested is Site Development Flow Chart and would be attached to the Planning Board applications with the approval of the Planning Board. McKeon will bring it to them for review.

➤ Tax deeding properties

The Board reviewed the list of properties to be deeded and will give a courtesy call to those noted as a reminder.

➤ Forest fire

The Board will be sending letters to the individual departments that assisted Chesterfield in fighting the forest fire. Carrier will draft a letter for their review.

➤ Welcome to Chesterfield sign

Lt. Chickering had given the Board the quote that was received for replacing the sign destroyed during a traffic accident last year. Carrier will draft a letter to the Lions Club regarding the replacement of the signs that they had donated in memory of Joan Dietrich.

➤ Parks & Rec Committee

Muffy White has resigned from the committee due to time constraints. A replacement needs to be found and the Board was asked for suggestions.

➤ Old business

Cersosimo Welcome Farm Rds – Carrier stated that Morse advised that the stop lines have been painted. As soon as Bevis checks the lines he will bring the deeds to the Registry. Bevis had stated he would contact the residents on the new roads regarding the mailboxes and curbing. The Board discussed his sending letters vs. having face-to-face contact.

Current Town Office Options – Cotter will get 2 Requests for proposals (RFP).

➤ Other business

1. Carrier advised that he had always presumed that the Conservation Commission as manager of the Town Forests had to sign off on the beaver dam. He learned they have authority over timber management only.

2. Builder's Risk Insurance – Carrier advised that the cost of the insurance through LGC would be \$1,132. This is \$56/\$100,000 for the \$2 Million building and the \$300,000 parking area for the offices and school. Cotter stated the cost includes figuring that the value increases as the progress of the construction progresses.
3. Construction sign – The Board agreed there is no need for a \$500 sign advertising CM & Architect's business. This may be required in the construction manual.
4. Barbara Girs was in and was concerned that the construction trailer was so close to the road and particularly concerned with the location of the port-a-potty. McKeon advised that the chemical toilet would be moved to another location.
5. McKeon asked about the property located at the end of Asgard Rd that has a wetland permit for remediation and if Greenwood has looked at this and did they get a driveway permit. Ross will speak to Greenwood.
6. CIP – The Board noted that Blake was paid as secretary for taking notes at the CIP meeting. It was thought that this was a volunteer position. McKeon will bring this to Del Sesto's attention as chair of the Planning Board.

Information

- Code Enforcement followup – Greene
- DES Wetlands permit - Mitchell
- Misc. correspondence & newsletters

Adjournment

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

The meeting was adjourned at 11:13 PM.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date