

**Town of Chesterfield
Board of Selectmen**

**MINUTES
December 3, 2008**

Call to Order

Chairman Jon McKeon called the meeting to order at 6:20 PM. Others in attendance were Board members Dan Cotter, Bob Brockmann and Administrator Rick Carrier.

Appointments

➤ 6:30 Town Office Future Options Committee

Fred Szmit, Dewey Auger, Mary Maxwell, Joe Scrivani and Bayard Tracy were present representing the TOFO Committee. McKeon thanked the committee for the time and effort put in and the thorough report given.

McKeon advised that the Board decided for this year anyway to mothball the building. He asked if there were any concerns or recommendations from the Board. Szmit stated that Dutch Walsh had presented the historical and preservation option to the Board a few weeks ago. Szmit would like to counter weight that option with other views. Szmit pointed out the water issue and noted that the Town needs to make sure the water source is protected for the Fire Station and the new TO/PD building.

Szmit stated if the building was considered for another use its impact on the parking, traffic and septic should be considered. He also noted that the Town has a unique situation in that the Town facilities are together in an entire complex from the new building to the Library. This is not seen in other communities. Any use considered should compliment and fit this situation.

Szmit also asked how much the Town can afford to spend to bring the building up to code. A former Town Health Officer had informed the committee that the building should have been condemned years ago. There are definite code issues in electrical, plumbing, lead paint. McKeon stated that the lead abatement problems are there and extent of code requirements would depend on the use of the building.

Scrivani stated he agrees with Szmit's opinion. He noted that any use would be a change in use and would need to be brought up to code. If a school use it may need to be sprinkled.

Tracy stated that he would like to see a plan from those wanting to use the building. This had been brought up early in this process and nothing has come forward. He advised that waiting a year was accommodating those who want to see the building used. Szmit stated there has been plenty of time to bring forth a plan. He advised that there needs to be direction from the Select Board with what may be allowed there.

Auger stated there is also a financial responsibility to the Town to be considered. Scrivani stated that if a use were considered the parking spaces could be restricted as well as the number of employees but you couldn't limit those visiting. Parking would be disruptive and the enterprise would have to be monitored.

There are 2 groups; remove the building or save the building. Szmit stated that the only way to accommodate both is to sell the building and move it to another site. Its present location is a problem.

Maxwell stated she would hate to see a decision made quickly on a building that has been there for 150 years. She stated that if it is removed it may become a big parking lot. A viable proposal needs to be given time to develop a plan.

Brockmann stated that during the planning charrettes nothing had come forward for over 2 years. McKeon stated that with the TOFO committee this was the first time it was opened to discussion.

Auger asked what the time line would be for moth balling the building. McKeon stated there are issues of what would fit in there, how it would be managed by the Town or separated. He advised that looking at the demolition cost in the report, the cost would be higher due to mitigation of hazardous materials. He asked if it were cheaper to do it now or in the future and there is no significant cost to the building sitting there for a short time. Szmit suggested a time frame of a year from now to have a plan ready for Town Meeting 2010. McKeon agreed so this process wouldn't be stretched out. A reasonable person will see that time was given to develop a plan. Brockmann noted annual maintenance issues with the building.

➤ 7:00 Bart Bevis

Old Ferry Rd drainage – Gerry Isleib and Joe Fortier were present to discuss the drainage in Old Ferry Rd area. Brockmann advised that the Board had visited the property. The drains were viewed with an inch or so of rain. The gutters still had the leaves in them and he is hard-pressed to say the water was from the drains. There was a pool of water away from the drains. He sees water comes in the south/west part of the field from Route 9. He noted 12 inches of top soil in the ravine with the subsoil consisting of bank run sand and gravel. Isleib stated that with a torrential rain the drains would dump water onto his field.

Bevis advised he is getting topographical maps and aerial views from 1939 to present but will not have them until Friday. These will give a better view of what was there instead of getting peoples' recollections.

Fortier advised that the ravine has been there but it has lost its stability. When he bought the property 6 or 7 years ago the stream bed was very stable.

Bevis noted that he has traced the drains back to the 1960's. Isleib stated there was never permission given for them to be installed. Bevis advised they are there legally

because of prescription. There were no complaints for many years and the law states they are legal because of prescriptive rights.

Mrs. Isleib asked if they stabilize the ravine is there a way to fix it. McKeon stated that degradation has occurred from the use of the property and the way it's been managed. There is no record of the care of the field or the management of the field.

It was noted that 4 years ago there was a 50 year rain event but not 100 year event and it hasn't happened since. Bevis advised that the USDA is the best place to go for erosion control advice. Plantings to stabilize the banks and slopes could be done.

Cotter stated that the ravine has been there a long time and you can see by the vegetation around it how it has shifted. Fortier stated that the only thing he can speak to is what happened on his property with erosion 3 – 4 years ago. McKeon stated he saw very little water from the culverts and noted the importance of maintaining the property.

McKeon stated that the only way to determine the cause is to have Isleib have a hydrology study done. Cotter recommends they talk with USDA to get their recommendations. Bevis agreed they won't be going anywhere until a study is done. McKeon stated that the Board does not see the culverts contributing to the destabilization. Isleib asked why the culverts are so large if not to accommodate large amounts of water. Bevis advised that the culvert size is standard and is more to handle possible obstructions and not volume.

Work Projects – Bevis gave a written list of projects done in the past 4 months including culverts installed, ditch lines repaired/stoned, trees and brush cut. The Merrifield turnaround is done except for the seeding.

Bevis advised he is thinking about going back to cable rails instead of beam rails. They are easier to maintain. They had 90 truck loads out for shimming. They are grading, ditching, flagging hazards and have winterized equipment and filled the sand and salt bins in preparation for winter. He advised there is nothing of major need or consequence that is undone.

Bevis stated he is concerned with the mud season that may be expected. He also noted that the gravel prepaid for by Chesterfield needs to be replaced by the gravel site in Hinsdale. The owners owe 1300+ yards of gravel and will be replacing it.

Warrant Articles

Fire Alarm – Bevis advised that the fire at the Westmoreland garage has prompted him to investigate a fire alarm system. He called Amer Electric for a quote and 2 smokes in the offices and 5 heat detectors in the garage would cost about \$5,200. Cotter suggested instead of heat detectors they get flame detectors. This would give an earlier warning of trouble.

Resurfacing revised – the WA is revised to \$306,075 down by \$55,275.

Goals – Bevis' goals will be discussed next week.

Bevis asked that when the old Town Office is moth balled that the location of the pressure stations be located to ensure that the water to the Fire Station is not disrupted.

➤ Doris Hauert (unscheduled)

Hauert asked permission to plant trees in the Town's ROW. She advised there were 3 maples and a cherry that had been removed and she would like to replace them. The Board asked that she note the location on the turnaround plan and get it to the Board for review. She advised they would be up at the top of the slope by the driveway across the road from the turnaround. She will have the sketch for the Board to review next week.

Hauert asked if the no parking sign for the turnaround could be moved back about 4 ft from the road to be less intrusive to their view from the house. The Board advised it would be fine as long as Bevis is able to put it back there.

For Signature

- Manifest #49
- Selectmen minutes – Nov 19th
- Pine Tree Cable correspondence
- Pole license
- Yield tax certificate – Crosby
- Yield tax warrant
- Rescue Inc contract
- Payroll change notice – PD
- Appointment papers – CC + P&R

For Discussion

- Budgets
 - General Government Buildings – down 31%.
 - One line budgets – up 1.9% for total of these budgets. The ambulance and street lighting lines increased 4% and 7.3% respectively.

The Board also reviewed the status of the operating budget. The total operating budget is up 1.5%; with the warrant articles included it is up approximately 12%. Revenues have not been included. Carrier will have these ready for next week.

➤ Holiday tree lighting request – Town Hall

The Board reviewed the request from the Boy and Girl Scouts to erect a holiday tree in front to the Town Hall this Friday. The tree will be removed the first week in January. They also request permission to decorate the exterior of the Town Hall for the Lion's Club "Breakfast with Santa: on Saturday. The Board approved the requests.

➤ Trustees of Trust Funds reimbursement request

The Board reviewed the request for expenses by the Trustee of the Trust Funds. It was noted that this is an elected position with a salary attached to it. Postage and mileage (at employee rate) has been reimbursed in the past. The Board has not reimbursed for home office overhead costs in the past.

The Board feels elected position with a stated stipend for that position should be paid the stipend and for direct out of pocket expenses, i.e. postage, supplies and travel. It was also noted that in the future any request for reimbursement must be accompanied by receipts as is the policy with employees. Carrier will draft a letter for the Board's review.

➤ Deputy Town Clerk Saturday hours

The policy was reviewed. Rudolph had requested that Stanclift work the last Saturday of the month. If that were not possible she requests that instead of working the Thursday evening that she be able to trade for the Saturday hours.

Board agreed that Rudolph and Stanclift work out the day to work 1 shift per week.

➤ Bonus check distribution

The checks will be issued next week by separate check.

➤ Old Town Office Building winter operation

Carrier advised the auto delivery of oil has been cancelled. He has called Winn to have the pipes drained but hasn't heard back. The Board advised him to call Bassler to have the job done. They also advised Bassler be made aware of the water issues and that it feeds to new building and Fire Station.

➤ Replacement tree – fire station

The Board reviewed the grant information with regard to Liberty Elm Memorial Tree grants. The Board agreed to pursue the grant. Carrier will look into the requirements with respect to Phase 2 of the grant.

➤ Old Business

Town Hall insulation has been completed.

Department Head goals – Carrier's will be discussed this evening, Bevis' next week. Dunbar and Fairbanks need to be scheduled.

Lobby Flooring – McKeon asked if Keith Gordon would be available this weekend to do the floor. Carrier will get McKeon Gordon's cell phone #.

Sallyport floor – The product has been purchased but not sure if it has been applied. Carrier will contact Fairbanks.

➤ Other business

1. McKeon wondered if the drainage had been finished by the Hauerts as this was part of the agreement. It was to be done within 2 weeks of the signed agreement. Bevis will be asked next week.
2. Brockmann expressed his concern that the front door lock is on a timer. The Board decided to take the lock off the timer and have the last person out responsible to make sure the door is locked. The Police Dept will be asked to check the lock at the end of their evening shift.
3. McKeon asked if the fire alarm panel and the intermittent problems have been resolved. Carrier advised there haven't been any problems to his knowledge.
4. McKeon asked that Carrier check with Wesfield regarding the status of the owner manuals.
5. McKeon advised that Deb Hogancamp had come to the Planning Board to express the Chesterfield Fire commissioners concern with sharing equipment with the Spofford Fire Dept. McKeon advised that Chesterfield/Spofford has more equipment than all of Keene. The Planning Board asked that Hogancamp give reasons why they couldn't share the purchase. She advised it would be difficult to insure and they shouldn't be forced into this arrangement. The Planning Board approved the CIP as it is and the commissioners will be coming back to them with more realistic figures.
6. Chesterfield Fire & Rescue have requested to borrow \$5,000 to pay payroll and bills for this year. There had been \$25,000 in unreserved fund balance and on the MS34 form they asked to keep \$12,000 and return 0. DRA noted that there was a balance of \$13,000 remaining and returned that to the tax payers. DRA advised Carrier that this loan is legal and Carrier advised the Town has the means to get the money returned next year. The Board agreed to the loan but asked that the Fire & Rescue give a check to the Town for \$5,000 the first of the year.

➤ Non public RSA 91-A:3 II (a & c)

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

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

Information

- Code Enforcement correspondence – Saba
- Tax bills correspondence (2)
- Proposed 2009 County budget
- Department of Safety correspondence
- 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 10:25 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date