

**Town of Chesterfield
Board of Selectmen**

**MINUTES
July 24, 2008**

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

Charles Street & Pam Walton (unscheduled)

Street, Silverdale Assoc. president, stated he is concerned with the high level of the lake. It was 7" above the approved level. The docks are floating and the high water is causing erosion. He encourages the Board to check the levels more often. Carrier advised that 2 boards have already been removed from the dam.

Walton stated she was also concerned with the lake and its condition 100 years from now. She wants the Board to be proactive to make sure the lake is no more than 1" over the maximum. She asked if rain is forecasted can boards be removed ahead in preparation of the increased water runoff. McKeon stated that Szmit also keeps an eye on the level. They asked that the Board keep as close as possible to the approved level. McKeon stated that is our goal.

6:30 Ruth Van Houten

Van Houten advised there would be in informational meeting with Rescue Inc in the OEM meeting room on August 14th with regard to their financial problems.

She advised that Brattleboro has refused sirens and she is requesting that the town garage area get one installed on a pole. The VY team would come out to see what location is the most beneficial. Two sirens are already going into the fire station cupolas. VY assumes all responsibility for the sirens until they leave the area.

Van Houten requests 2 keys for the basement supply area to access storage room downstairs. Carrier will see what keys are necessary to reach the basement.

Van Houten asked why OEM was left out of the loop on the movers until the last day. She asked who is paying for Keppler's time moving Emergency Mgmt items. She said she would take it out of the Emergency Mgmt town budget. She also stated that the OEM room is to share but the furniture is hers. She is willing to open it up for use but the Selectmen should have long tables so that board members don't have to have their backs to the public. Judy Idlekope suggested that leaves be made for the Selectmen's table to create an oval table.

Van Houten stated that there should be a rug inside for rainy days, the floor was slippery today.

7:30 Tammy Rudolph

Rudolph advised she is willing to step in as the Town Clerk with the retirement of Philbrick until the election in March. She wanted to make sure she would be receiving the same pay as Philbrick. The Board advised her that the fees are set by the policy and she would get the same. It was noted there was no guarantee she would be elected in March. She stated that she understands that.

Rudolph stated she would like to change her hours. She advised that they are not busy on Wednesday afternoons and she would like to open the last Saturday of the month. She would like to try and accommodate Town residents. Carrier suggested that she not change the hours until September 1st to give ample time to advertise the change. She stated she could work with that.

The Board asked if she had thought of a deputy. Rudolph advised she would like a deputy who was willing to work the busy hours, usually an evening. The Board asked about her confidence level in handling the job. She stated she knows where to get help if she needs it and feels confident with getting help. She would like to go to the class for election training. She has a list of questions for Philbrick and the Board suggested that she come in as often as possible to get her questions answered.

Carrier stated he would have the auditors in for August 1st to tie out Philbrick's books. This is to protect both Philbrick and Rudolph.

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.

8:00 Duane Chickering Non public RSA 91-A:3 II (b) – Fairbanks was not available.

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.

The Board moved to offer a conditional offer of employment for the full time officer position to Noah Sanctuary.

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

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

Chickering advised that the front call box should be working next week. Several ceiling tiles had to be replaced due to condensation. The tiles had been taken from the Town's supply and that should not be the case.

The retiring cruiser will have the stickers taken off. Chickering will remind Fairbanks.

Ege Cordell (unscheduled)

Cordell advised that Sharon D'eon had contacted her regarding the CIP information given from the School Board. The information was given without figures. She had requested to see the CIP before it went to print so she could make a more accurate reflection of what they want to do.

McKeon stated that the Planning Board had sent a letter to each department and the school was the only one that did not include figures.

Cordell asked if there is something more they can be doing to get info to the School Board besides coming to the Selectmen's meetings. She asked if there is a template they could use.

McKeon advised that the Planning Board is organizing the information to make sure there are no large expenditures done in the same year. He stated that he had made one call and two letters were sent requesting the information. Cordell asked is there something we can do. McKeon stated they need to give the information requested.

8:30 Don Emery

Emery advised he has a \$90,000 bond for road construction. The road has been completed. He presented a report from M&W Soils engineering stating that the road has been built to Town standards. The Board reviewed this report.

Emery will get copies of the deeds to the Board for the road, easements, drainage and cul-de-sac. Once this is received it will be sent to the Town attorney for review. Emery stated he is looking for direction to complete this process and also requests a reduction in the bond amount.

Emery advised that the cul-de-sac had been moved 13 ft from what was approved in the original site plan. This does not affect the PDD area. The deeds will need to be changed due to the cul-de-sac location. These changes must be approved by the Planning Board before the Select Board can accept the road. Emery will get a full set of "as built" drawings showing what is in place. A maintenance bond would cover costs to repair the road if something went wrong the first 2 years the Town owned the road. Carrier will review the bond and see what is allowed.

Francis & Doris Hauert (unscheduled)

The Hauert's live at 64 Merrifield Rd. They were present regarding the road crew turning around at their property. Mr. Hauert advised that the first year did not work out well. Hauert advised that two days ago Bevis and Carrier went out to look at the site. Hauert had suggested how to improve the situation. He stated that in looking on line the April 3rd minutes noted that a possible hammer head at the end of the road. This was the first the Hauerts had heard about this. They asked why David Mann was coming into this. The Board explained that Mann was surveying several areas around Town to establish the Town's ROWs. McKeon stated the hammerhead term is used because of its configuration and it was recommended to be further down the road so as not to disturb their property. The Hauerts wanted to know how far down the road this would be done.

Hauert stated they had gotten a variance for the stonewall in the ROW. Ross advised, as a member of the Zoning Board, that a variance was granted to allow their driveway within their property setback from the ROW and not in the Town's ROW.

The Board will go to look at the property once the information is received from David Mann. The Hauerts want to be a part of the decision. Mrs. Hauert's letter was submitted.

For Signature

Manifest #30 & 30A
Selectmen minutes – July 10th
Tower removal bond
Raffle permit – First Universalist Church
Pine Tree Cable correspondence (2)
Intent to cut – DCF Williamson Trust & Wrobel
Payroll change notices – P&R

For Discussion

- Rescue Inc correspondence

The Board reviewed the letter from Rescue Inc Board of Trustees. Carrier had called LGC to see if the Town has to pay for ambulance service. They advised the Town does not have to pay for the service. Ambulance companies are required to respond if they are called.

- Protected Streams debris buildup

The Board reviewed the e-mails regarding the streams. They are confident that DES and the Conservation Commission have it covered.

➤ Fuel Oil bids

Three bids were received for fuel oil. Bid 1 is for the Town departments and Bid 2 is for the Town departments and the school.

Barrows – Bid 1 & 2 \$4.499 #2 oil
\$4.949 kerosene

Roy Brothers – Bid 1 \$4.789 #2 oil
\$6.75 kerosene
Bid 2 \$4.529 #2 oil
\$6.75 kerosene

Sandri – Bid 1 \$4.649 #2 oil
\$5.049 kerosene
Bid 2 \$4.599 #2 oil
\$5.049 kerosene

Barrows Oil won bids 1 and 2. Carrier will contact Barrows to set up a contract for prebuy.

➤ Budget Preparations

The budgets are starting to be worked on. Items the Board needs to consider are gas/fuel oil prices so that all departments are using the same figures. The COLA should be available by August 21st meeting. Carrier proposed an electrical bill 60/40 split between the PD and Town Offices, after OEM covers the first 25% making the final breakdown of the electric bill 25% OEM, 45% PD and 30% TO for next years budget. This recommendation is based on the historical electricity usage of the PD and TO from January 2005 through June 2008. The Board reviewed the spread sheet with this comparison. The Board agreed and advised this split should begin next month.

Cotter stated that the Budget Committee will be sending recommendations to the Board for Town departments. The Board would like to review the letter of recommendations prior to its going to departments. The Budget Committee will be recommending budgets be based on needs.

➤ Historical Society lease

The lease is to be renewed August 1st. Jenness had expressed concern with their meeting the heating costs. McKeon suggested that Jenness come to the Board with her concerns so that they could work together.

➤ TO/PD exterior punch list

The Board reviewed responses regarding two items on the exterior punch list. Harrington advised that the sills have been ordered. The outside electric receptacle is over the NFPA code of 25 ft maximum from the air conditioning unit.

Michal advised that the receptacle that was code compliant in regard to distance was never wired. The insulation now makes that wiring not feasible. The Board suggests that 1) the service unit be placed by the air conditioner unit if the race ways are large enough to accommodate the conductors for the receptacle or 2) mount a receptacle within 25 ft in the area of the basement giving access to wall space. Carrier will contact Michal and Harrington.

Cotter advised that the carpet installers showed up unannounced to replace the damaged portion of the carpet. They cut out the piece and then discovered that the replacement carpet was the wrong color. They had to replace the piece and reorder the correct color.

The Board would like Carrier to ask Michal what are the remaining items on the punch list. Carrier will include items on his list.

➤ Wheeler correspondence

The Board reviewed the letter from John Wheeler of 54 North Shore Rd, Spofford. He asks that the Town address his water problem caused by the creation of Wildwood Rd. Various options to correct the problem were noted in the letter. McKeon suggested a water bar at the end of the driveway to divert water toward the wooded area. It was noted that a combination of driveway maintenance and water diversion would be necessary to mitigate the problem. Carrier will contact Bevis to get his input.

➤ Rawlings correspondence

The Board reviewed the letter from Fred Rawlings regarding the dead tree in the Town's ROW on Twin Brook Rd. Bevis had looked at the tree and it was in the ROW. He will contact a tree company for its removal.

➤ Department Head review process

The Board advised they will use the same process as last year. Carrier will get the Board copies of the review forms.

➤ LGC Floor Policies

There were no items that the Board wanted to discuss.

➤ SWRPC request

The Board reviewed a letter from Tim Murphy, Executive Director of SWRPC to arrange a meeting with the Board to discuss the Brownfields program and the Comprehensive Economic Development Strategy program. He agreed to postpone the meeting until September.

➤ Lake level

This item was discussed earlier. It was noted that the optimum lake level is 716.10½. Szmit had advised that it was at 717.3.

➤ Next week's manifest

The Manifest will be ready for signatures by Tuesday afternoon.

➤ Old Business

Master Plan – Carrier had a ride around with Bevis and saw most of the spots listed. The Board would like to meet with Bevis at their next meeting to get a date of completion for this phase of the projects.

Town Hall insulation – Cotter will call Dave Farmun regarding blown in insulation.

Transfer Station compaction info – The Board reviewed the compaction information with the date, lock out or not, Pressure and tonnage weight. It was noted that there is 8% less tonnage the first 6 months from last year. Through July 3rd there were 333.15 total tons for 36 pulls. The Board sees no benefit at this time to get another compactor. The Board would like Dunbar to continue monitoring the pulls.

➤ Other business

1. Judy Idlekope was present from the School Board to revisit the use policy for the Selectmen's meeting room. She asked why they cannot use the room if there are rooms available in the school. McKeon stated the Board did not want this room to become a 20 year old room in 2 years, looking at the durability of the room. Idlekope stated that the school incurs a substantial cost when there is Town Meeting. She would like clarification of "other space available". Cotter stated this should not become the default meeting room for the school. Cotter stated that perhaps adding "no appropriate space available at the school" to the policy.

2. TOFO minutes – Idlekope stated that in regard to the TOFO meeting minutes she wanted to clarify that the School Board never stated they would be interested in the old Town Offices. They did however state they would like to see a private entity make use of the building. Dutch Walsh's interpretation was incorrect.

3. Pine Tree Cable – They are still in arrears for payment of the Franchise fee since 2004. It was noted that other towns that have Pine Tree are also unhappy with the service.

Information

- Treasurer's report
- School Board thank you
- TOFO minutes
- Cemetery Comm minutes
- LGC municipal volunteer award
- 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 10:50 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date