

**Town of Chesterfield
Board of Selectmen**

**MINUTES
January 14, 2009**

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

- 6:30 Dave Belanger

Belanger was present to discuss the unresolved lighting issues at Riverside Motel. The approved site plan required 100% downcast lighting. Belanger presented pictures of the existing lighting along with examples of downcast lighting. Greenwood advised that Saba put in incorrect lighting fixtures and they were modified by putting on a shield on the post lighting. The shield however has not created 100% downcast but was shining through the makeshift cover.

McKeon advised that the Planning Board was very clear in letting Saba know the lights needed to be 100% downcast. The Selectboard agreed that Saba must comply with the approved site plan and install manufactured 100% downcast lighting. Greenwood will notify Saba.

Belanger also presented pictures of pillars that have been constructed on either side of the driveway entrance. The pillars have conduit and he was concerned that lights would be installed. He advised that conduit has also been put going down to the river, presumably for lighting. Neither of these is on the approved site plan. Belanger asks that these not be done before Saba goes to the Planning Board again. McKeon stated it looks like the pillars are in the setback and may need a variance. Greenwood will advise Saba he has to return to the Planning Board for site plan revisions. The Board asked that Greenwood keep notes on all the lighting issues for future reference.

- 7:00 Jim O'Neil

O'Neil advised he is here for an exploratory kind of discussion. He owns property on Merrifield Rd along the portion that is designated a road to summer cottages. They plan on putting the property on the market later this year. It has 400 ft of frontage. He asks the possibility of creating a turnaround on the property and changing the road designation for year round use.

This would add 500 ft to the road maintenance. Brockmann stated that the topography drops off after the current location of the blocks. There are concerns that people would be stuck down there plus the plow trucks could have difficulty coming

back up. McKeon stated the issue with the decline becomes more prevalent with the season we are in. Going further down the road was discussed during the Hauert turnaround planning.

The Board recalled that Bevis had said they would need to go to the intersection if there weren't a turnaround at the Hauerts. O'Neil stated he owns the property down in the area where a turnaround could be built. The Board advised they need time to examine the process and procedures in changing the road.

Carrier advised the Board can change the designation or a petition could be submitted for vote at Town Meeting. O'Neil advised he would like to have the support of the Selectboard and Bevis before he took it to the Town. A copy of the survey was taken to have discussion with Bevis.

Cotter asked if this would open it up for someone else further down the road to request the change of road status. O'Neil stated he owns all the way down to the Carbonaro's property. Cotter stated that it could come up as O'Neil sold off property. He just wants to make sure it is appropriate and customary for the Board to consider.

- 8:00 Lester Fairbanks - Non public RSA 91-A:3 II (a & c)

1. The front door locking system – Fairbanks advised he had worked on the system again tonight but couldn't get it to work. It is either the door or the system issue. He will call the company tomorrow.

2. Fairbanks advised that he cannot get to the fuel tank at the temporary PD but stated the fuel is still there.

3. Fairbanks advised that Noah Sanctuary is doing well at the Police Academy. He is now squad leader.

4. There are 2 people interested in the animal control position. Fairbanks may need to put the \$1,900 for the academy back into the budget. Carrier advised this should be done at the Budget Committee public hearing on January 21st. Various methods of animal control were discussed.

5. 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.*

6. Fairbanks and the Board discussed comparing the hourly rate for the officers we currently have. Fairbanks advised hiring the best candidate for the position. Comparing a new officer there is the training cost but the hire rate is lower. An experienced officer would have a higher salary but there are no training costs.

- Bart Bevis (unscheduled)

Bevis advised that he had attended the FEMA meeting with regard to the December 2008 ice storm. After the costs are established and approved by the State the Town would received 50% of their commitment of the 75% from the State. The ice storm clean up was discussed with regard to hiring it out vs. doing it ourselves.

For Signature

- Manifest #3
- Selectmen minutes – Jan 7th
- Assessing contract
- Intent to cut – Hubner
- Appointment paper – P&R

For Discussion

- Trustee of the Trust Funds resignations

Carrier advised that Kim Wyman will not be running again for the Trustee position. This will leave 3 positions vacant. McKeon suggested asking Jane Allen to consider serving the 1 or 2 year term and also ask Amanda Fryberger to run. She could do the work at home. Amanda Sweetser, Ocean Bank, has advised Carrier that she has been a Trustee in her town and she would be willing to come and help the newly elected trustees.

McKeon will contact Allen then Fryberger. Cotter asked if it is customary to do an audit when there are all new trustees. Carrier had called LGC and was advised it was not necessary. He also called our auditors and they said it was not necessary but to send the year end reports and they will check the beginning balances.

- Parks & Rec Wares Grove Recreation Facility Enhancement trust fund

The Parks & Rec Commission asks that the Selectboard set up a trust fund for the Wares Grove Recreation Facility enhancement. The Board has the authority per RSA 31:19 to set up this trust fund (indefinitely per 1997 town Meeting) to accept “gifts, legacies & devised.” The Commission would like the fund established so they can accept donations into the fund and these monies would not lapse at the end of the year.

Carrier advised that a form could be devised that would show the donation, the fund name and noting the Selectboard as the agents. This would give a paper trail for where the donations come from and the Board would be agents to designate funds and a copy would be retained by the P&R Comm. Zannotti had presented a draft of the fund’s scope.

Cotter moves to establish the Wares Grove Recreation Facility Enhancement Fund showing the Selectboard as the agent. Brockmann seconded the motion, which carried unanimously.

- Parks & Rec membership

The Board reviewed the letter of interest from Paul Shapiro to serve on the Parks & Recreation Comm. It was noted that John Zannotti supports this appointment. The Board agreed and an appointment paper will be ready for the next meeting.

- Metal hauling charges – Solid Waste budget

Dunbar's memo was reviewed. It was noted that there is still revenue from the metal. The Board had questions regarding hauling cost last year and revenue. Dunbar will be asked to come to the meeting next week with figures.

- Hazard Mitigation Plan members

The first meeting is scheduled for January 27th at 3:30 pm at the Town Offices. All previous members have been contacted. Some are yet to respond.

- Budget overview

The Town operating budget is down .2%. New pages for departments with gas and fuel oil have been amended. Upon review, McKeon stated that the phone line for the Planning Board was not to be in the budget. The Board authorized Carrier to amend this and McKeon will contact the Planning Board.

Cotter has called Powers regarding the generator WA for the Town Offices. Cotter also called WV Engineering to see the size needed but he has not heard back from them. The Board does not see the necessity for \$40,000 for the generator.

Resurfacing WA – The Board wants to use the actual miles of 9.47 in calculating materials for resurfacing. Carrier will notify Bevis.

- Budget Committee letter

The Board reviewed Cotter's letter to the Budget Committee.

- Pontiac Drive acceptance

Don Emery's information regarding the acceptance of Pontiac Dr was reviewed. He is requesting that the performance bond be amended to a maintenance bond of 15% of the original bond.

The Board noted the necessary items needing completion/submittal:

- Changes regarding the letter from M & W needs to be addressed to the Selectboard as well as the property designated in the first paragraph from “your” to specify properties.
- Title search completion
- Letter of Credit language reviewed by attorney.
- Date change on the letter of credit.

Once the above has been satisfied a date for the public hearing will be set to accept Pontiac Dr as a Town road. Carrier will contact Emery.

➤ Town Report Dedication

The amended dedication was reviewed and approved.

➤ Old Business

Board appointments – All Conservation Comm members have been sworn in. There are 2 P&R members needing to be sworn in.

School Mowing – Cotter advised the School Board at their last meeting that the Town will brush hog the field as has been the policy. If the school wants it mowed for use by the children it will have to be done by the school.

➤ Other business

1. Brockmann gave draft copies of the Spofford Fire and Chesterfield Fire joint meeting minutes to the Board for review.
2. Brockmann gave copies of the Kwader court decision and the attorney’s response to the Board for review.
3. Brockmann gave an overview of the ZBA meeting regarding the applications that were before the ZBA on Tuesday evening, commending Riendeau’s handling the meeting with explanations to the audience regarding Special Exception principles.

Information

- 2008 Equalization survey
- FEMA public assistance meetings
- 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 10:27 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon McKeon, Chairperson

Date

Daniel J. Cotter

Date

Robert Brockmann

Date