

**Town of Chesterfield
Board of Selectmen**

**MINUTES
July 14, 2010**

Call to Order

Vice-Chairman Bob Brockmann called the meeting to order at 6:00 pm. Others in attendance were Board member, Cliff Emery and Administrator Rick Carrier. Jon McKeon arrived at 7:30 pm.

Appointments

➤ 6:30 Jim Larkin

The Board reviewed the letter of credit to replace the original letter of credit for Larkin Way. It was noted that the Board wants all fixes documented. Larkin advised that Warren Stevens from M&W Soils will be present during repairs. Stevens, Matt from Arlington Paving and Larkin had walked the road and Larkin stated Stevens and Matt both agreed it was in good shape. Stevens will drill in any spots that the depth of the base was in question.

The Board accepted the \$65,000 letter of credit and Carrier returned the \$150,000 letter of credit to Larkin.

➤ 7:00 Bart Bevis

River Rd – Bevis advised the Town had spent \$13,054.12 out of pocket for the temporary fix on River Rd. This cost included equipment, time, material and labor. He stated that they used 144 cu yd of 8" ledge from the Spofford Fire Dept at a cost of \$5/cu yd and compared to the cost if they had to purchase the material at \$15.50/cu yd realized a savings of \$1,512.

Smart Start program – Bevis advised the parts are ordered and in 2 weeks the lighting would be refitted.

Resurfacing – Bevis advised of the roads that have been resurfaced. August 2nd Horseshoe Rd will be done and on August 9th the 1 ½" top coat will be done on Old Brattleboro Rd.

Bevis advised that he has sent a bill of \$1,400 to the individual who had crashed into the guardrail on Pond Brook Rd.

The Board asked Bevis about hiring flaggers when paving was done. They noted that using full timers could require overtime pay. They asked if using Hunter North could be cheaper.

- Barbara Girs (unscheduled)

Girs gave Carrier additional signed liability release forms from the volunteers painting the old Town Office building.

She advised that she had authorized the invoice for the paint and supplies for the project. Carrier stated he should be notified because we got the bill and it did not show who authorized the purchase.

Girs stated she had a recommendation to save money. She advised the cost to idle trucks could be 1 gal/hour. She stated that 40% of fuel is used for idling. She submitted documentation to back up her statement.

McKeon arrived at 7:30 pm.

Girs asked by outside organizations are required to have liability certificate. The Board advised her of the control issue of the hall and if the Town does not have custody, care and control of the hall, the Town insurance would not cover any liability.

For Signature

- Manifest #28
- Selectmen minutes – June 30th
- Parent correspondence
- Bradstreet et al correspondence
- Anderson correspondence
- Donation thank you correspondence
- Intent to cut - McMaster
- Yield tax certification
- Yield tax warrant
- Municipal Energy Assistance Program authorization
- Cemetery deed – Taft
- Appointment paper – Budget Committee
- Payroll change notices – P&R

For Discussion

- Emergency Management Performance Grant

The Board reviewed John Keppler's request to apply for a grant. The grant in the amount of \$5,000 with an equal amount to be "soft matched" by the Town, was to update the Local Emergency Operations Plan (LEOP) that was written in 2004. The Board reviewed and approved the grant application. After signing the grant Ross notarized the application.

➤ P&R North Shore Beach and Tennis Court

Tennis Court – Brockmann advised that VT Tennis Court Resurfacing had done the resurfacing of the tennis court. He had observed cracks by the posts and along the perimeter. He called the company. They will return to cote the perimeter and seal the cracks. The invoice will be held until the job is completed.

North Shore Beach – Brockmann advised he had spoken with Bill Bassler and was advised that Harry Pierce had donated the beach to the citizens of Chesterfield. A deed dated 1935 was found.

There have been difficulties at the beach with disrespectful beach goers and parking lot overcrowding by non-residents. The beach is being monitored by lifeguards and the police have been called in. Bassler had advised some were using his dock and his aluminum boat had been stolen. He will be putting up no trespassing signs on his property. Closing the beach at 6:00 pm was discussed.

The P&R Commission had discussed using the Town Transfer Station permit to restrict it to Chesterfield residents and also those who purchase beach passes. The Board reviewed Zannotti's email regarding the North Shore beach issues. Brockmann will answer his questions at the next P&R meeting on Monday, July 19th.

The Board discussed if enacting a change in the middle of the season would be wise. They agreed to defer that decision to the P&R Commission. The Board is supportive of what the P&R Commission wants to do. Van Houten stated there should be a sign on the fence at the entrance to the beach.

➤ Town Office entryway update

Cory Frehsee, Stevens & Associates had advised he would be back in August with a plan to mitigate the entryway issues.

➤ Town Office water cooler

Carrier advised that the water cooler is not working. He had investigated the cost to replace/lease a unit. Renting a unit at \$14/month (\$168/year); purchase at Home Depot for \$119 with good customer reviews; purchase from our water vendor for \$200.

The Board agreed to go with the Home Depot purchase with the 1 year warranty.

➤ Summer meeting preparation

The Board would like Bevis and Fairbanks to attend the informational meeting on July 28th. Fairbanks could discuss the smart cart. Carrier stated he is waiting for the information so that the cart can be added to the Town's insurance. The Board discussed issues they would like to address at the meeting; those to include are the

newsletter, information survey, Route 63, Welcome Center, Tennis Courts, Wares Grove improvement project and the old Town Office building.

➤ PD air conditioner

The Board reviewed the options given by Terry Winn to repair the PD's air conditioner. The coil could be replaced, replace the unit or fix the coil. McKeon stated that generally if the air conditioner isn't very old you try and repair the coil. It was also noted that the Town Clerk's office is very warm.

Emery proposes that the Board turn the decisions for the maintenance of the building over to Carrier with some assistance from McKeon. McKeon stated we should get a maintenance entity to take care of the work.

Carrier advised he had gotten a couple of recommendations from Kevin White to repair the coil. The Board agreed to have the coil fixed and contact Gary Zitta and if he is not available to contact Economy Plumbing and Heating.

➤ Draft waiver of winter maintenance

The Board reviewed the draft waiver from Jim O'Neil concerning the maintenance of Merrifield Rd. McKeon stated there is a larger issue in extending the road. The Town will be pulling cars out of the area and there would be unwanted activity down the road.

The Board's opinion is that changing the classification is not in the best interest of the Town. Carrier will advise O'Neil.

➤ Old Town Office painting project

The Board reviewed Keyes' email. McKeon stated there are no requirements for this project however; they are working within the suggested guidelines. Carrier will send a letter thanking her for her input.

➤ Conservation Commission gates

The Board noted that this had been approved by the Board earlier. McKeon will respond to Duston.

➤ Transfer Station report

The Board reviewed the report of revenue to date from Dunbar. The revenue is \$12,749.50.

➤ Pine Tree cable bankruptcy

The bankruptcy court has found approximately \$5,000 in assets to be auctioned off and dispersed to the creditors. Carrier advised in reviewing the bankruptcy code

regarding disbursement of assets he deduces that the Town is 8th in priority for unpaid franchise fees.

The Board authorized Carrier to file on behalf of the Town.

➤ LGC Volunteer of the Year Award

The Board reviewed the criteria. They will think about this and table discussion to another meeting.

➤ Selectmen's project list

Camp Spofford Pilot agreement – the Board will be meeting with the Town attorney on Monday followed by a meeting with representatives of Camp Spofford.

Route 9A temporary PD building – Emery advised that he had gotten a quote of \$15,000 to take down and remove the building. He will follow up with Ryan Hoag regarding the lead containment issue.

➤ Old Business

Spofford Hall – it was clarified that there is no cost in Phase I or II; however, there is a cost of 20% to mitigate the clean up in Phase III.

Outstanding Zoning Issues

- Poocham Rd washouts – Bokum has been injured. The Board discussed that perhaps the job could be done by someone else for him to avoid winter issues.
- Salz – Emery and Brockmann have noticed progress at the site.

➤ Next week's manifest

The manifest will be ready for the Board's signatures on Tuesday afternoon.

➤ Other business

1. Brockmann advised that the Budget Committee is working up a goal letter addressed to all departments and the school. It was noted that 80% of the budget is for the school. A member of the Budget Committee stated that the Town of Chesterfield's property taxes are out of control. Brockmann had supplied information that Chesterfield has the 5th lowest tax rate in Cheshire and Sullivan Counties.

2. Emery gave an overview of the ZBA meeting.

3. Emery advised that Van Houten is going to an OEM grant writing class.

4. *Emery moved to enter nonpublic session pursuant to RSA 91-A:3 II (c).*

Brockmann seconded the motion, which carried.

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

5. McKeon advised that in processing pug mix it is recommended that double chip seal be used and used as it is mixed. Letting it sit causes it to lose effectiveness. When applying the mix this way it could last 13 years.

6. McKeon advised that Molly Kelly will be meeting with those involved with the Welcome Center and will then schedule a meeting with the Selectboard at our office.
7. McKeon advised there is a PDD before the Planning Board and a special Town Meeting was discussed so that the PDD could be voted on prior to March. The cost to the Town for this special Town Meeting would be approximately \$2,500 - \$3,000.

Information

- Treasurer's report
- LGC floor policies
- Thank you letter to Lester
- Gerrit Speulstra dock permit on Ct River
- Response to newsletter
- Misc. correspondence & newsletters

Adjournment

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

The meeting was adjourned at 9:45 pm.

Respectfully submitted,

Carol Ross
Secretary

Approved by:

Jon P McKeon, Chairperson

Date

Robert E Brockmann

Date

Clifford D Emery

Date