

**Board of Selectmen  
TOWN OF CHESTERFIELD, NH  
SELECTMEN'S MEETING**

April 20, 2022

6:00 PM at Town Offices and Via Zoom

Note: This meeting may be recorded

**CALL TO ORDER**

Gary Winn called the meeting to order at 6:01 P.M. In attendance were, Fran Shippee, Judy Idelkope, Alissa Thompson and Tricia Lachenal (via Zoom)

**SUGGESTION BOX**

The suggestion box was empty.

**CORRESPONDENCE**

Letter from Hundred Nights Inc

The board received a letter thanking the Town for the donation of \$1000.00.

Letter from Karl & Katherine Heermann

Winn noted that the board received a letter from Karl & Katherine Heermann regarding their 2021 tax bill. It was noted in the letter that they are aware the abatement window is closed. Winn noted that the Heermann's stated that they have compared with other owners on Route 63 who have filed abatement and hoping the board will heed the applications that were received in a timely manner and are approved.

Letter from NHDES – Compliance Letter of Deficiency

Winn noted that the property on 9A, Map 5M, Lot A11 which he believes is Wares Grove has been reviewed and is in compliance according to the letter received from the NHDES.

Letter from NHDES – Forestry statutory Permit-by Notification

Winn noted that Map 1, Lot C2 has filed a permit by notification with NHDES and NHDES has notified the Town that the application is administratively complete and meets the forestry SPN and work may commence according to listed conditions.

**PUBLIC COMMENT**

Jeff Scott noted that he would like to see the date the board reviews the code tracker listed there so that it is clear which one is the newest one.

## **WEEKLY REVIEW**

### Code Tracker

The board reviewed the code tracker. No action taken.

## **FINANCIALS**

### Audit for 2020

There was no update.

### Profit & Loss

The board reviewed the profit & loss statement.

Winn noted that he was wondering if the board should send a letter to the City of Keene expressing displeasure in changing the appropriation after our Town Meeting. Winn noted that next year there will be conversations regarding staying with Keene Ambulance or going with the County. Winn asked if anything had come from Rescue Inc regarding Brattleboro backing out of the contract. Idelkope asked if it makes sense to talk with Rescue Inc about taking more of our coverage area. Winn noted that this coming budget cycle will have many discussions on ambulances.

The board discussed Parks & Recreation's ability to hire. Thompson noted Smith is doing well.

### Year to date comparison

The board reviewed. No action taken.

## **OLD BUSINESS**

### Chesterfield Property 18A, B13, 18A, B14 and 20, E1

Winn noted that he has not had a chance to get out to look at these properties. Winn noted that there are two (2) on Access Road and one at the very end of Old Swanzey Road. There was discussion if there was only one lot at the end of Old Swanzey Road or more than one. Thompson will look into that question.

### Mill Brook Dam owner – Westmoreland OEM Concerns

Winn noted that he had some conversations with people around town and did some research. Winn noted that it appears that the dam is privately owned. Idelkope noted that she looked to see if the dam was registered with the State, and she did not find it. Winn noted that if the dam is privately owned and not registered with the State, the State should be notified that it exists. The

board will contact the owner directly to gather more information and give the owner information to Westmoreland DPW to contact them with concerns.

#### ZBA Members – Not Active

Shippee noted she will contact Schnackenberg.

### **TABLED UNTIL FUTURE DATE**

Personnel Policy Review

IT CMP (WWCS working on this)

Annex Dishwasher

Community Power

Petition for Bradley Road to Summer Cottages (notice in April, Public Hearing mid-May, Road opens April 10)

Annex Door (\$3,039.96 left in Annex CRF)

Street Lighting (Put in April Happenings for Residents)

Purple Heart Communities

Thompson noted that we are still waiting on information to be sent to us.

### **GUESTS**

#### 7:30 PM Deb Livernois – ZBA Interest

Deb Livernois was present to discuss her interest in joining the Zoning Board of Adjustment. Winn noted the open position is for an alternate, but she would be expected at every meeting. Winn asked if Livernois had time to dedicate and what experience she has with Town Government.

Livernois noted that she does have time to dedicate and has no direct experience with Town Government. Livernois noted that she has been in education for 20 years and has experience applying laws and rules appropriately. Livernois noted that she currently works at the Brattleboro Retreat. Livernois noted that she has been attending the meetings via Zoom and has spoken with the Chair briefly.

*Fran Shippee moved to appoint Deb Livernois as an alternate on the Zoning Board of Adjustment for a term expiring December 2024. Judy Idelkope seconded the motion which passed unanimously.*

### **NEW BUSINESS**

#### Update on Wastewater Regulation

Winn noted there is a lot of activity around the lake with septic systems.

## OTHER BUSINESS -

Winn noted that the board received a letter from Kristin McKeon resigning as the Deputy Town Clerk. Winn noted that McKeon stated she is available to help with the transition and training. Winn noted that McKeon has also offered to volunteer her time working on the records retention project going forward.

*Fran Shippee moved to regretfully accept the resignation of Kristin McKeon as Deputy Town Clerk. The motion was seconded by Judy Idelkope and passed unanimously.*

Winn noted that the budget will need to be looked at but noted that he believes that the town will welcome assistance from McKeon in training. It was noted that Prah will not be starting until after next week and McKeon will be continuing to work until Prah comes back from vacation. It was noted that the board welcomes her volunteer help with the records retention project.

Winn noted that a question came to him this week about giving transfer station stickers to non-NH registered vehicles. Winn noted that the person was informed by the Transfer Station staff that they could not get a sticker as they are not a resident. It was noted that someone that lives in Town was wanting a relative (non-resident) to use their vehicle to access the transfer station. Winn asked if there is a policy regarding letting a resident use someone else's vehicle to transport their items to the Transfer Station. The board noted that at this time the Transfer Station employee made the correct decision according to policy and Winn will look into the issue more.

Thompson noted that she has the contact information for the engineering firm who designed the North Shore Erosion Control Plan. Winn noted that he will call them to discuss the ongoing erosion issues at North Shore.

Idelkope noted that she checks the water levels at the dam and keeps up to date on expected rain. Winn noted that if large rainfall is expected, Idelkope should feel comfortable pulling the boards before it rains.

Winn noted that there was discussion at the last meeting regarding ARPA funds. Winn noted that he is surprised to hear how the other towns are utilizing the funds. Winn noted that there is more flexibility in the use of the funds than he had originally thought. Thompson noted that there are seven (7) categories that the use of funds can fall under. Winn noted that the board does need to have discussions regarding the use of funds. Winn noted that the Parks and Recreation department would like a new building and the library would like the new HVAC system. It was noted that the funds have to be spent by December 2024. It was noted that decisions should be made soon due to the possibility of delays in products or scheduling.

Shippee noted that they are on the second round of windows. It was noted that the shutters should be removed. The board discussed keeping one shutter and/or taking down the measurements in case someone would like to recreate them in the future. Idelkope noted that they may not be historically accurate.

The board discussed taking donations for the purchase of the dishwasher at the annex. It was noted that it could go into the Happenings that the Town is accepting donations. It was noted that someone other than a board member should be accepting the donations, and then the board will have to hold a public hearing for acceptance of the funds. Shippee will look into this more. Idelkope noted that the Watershed Committee will be meeting on April 28, 2022 and going out to Pinnacle Springs Road to look at potentially troublesome culverts. Idelkope noted that she has been told that four (4) culverts need to be viewed. Lachenal will notify Adler of the meeting and ask him to attend.

## **PUBLIC COMMENT**

Jeff Scott asked how 271 Route 9A was appealed if the appeal period had ended. Idelkope noted that it is possible that we were notified after the appeal period had lapsed, but they filed prior to the expiration. It was noted that the Town Attorney is working on the case. Winn will look into this.

John Zanotti noted that it appears the code tracker is available to the public and asked how he could obtain a copy. Winn noted that a redacted version is available in the Town offices Monday before board meetings.

Zanotti noted that the Watershed Committee appears to be making progress and asked where to find the minutes. Minutes of the committee are available in the Town Offices and online on the Board of Selectmen page.

Zanotti noted that Idelkope seems to be doing a good job of monitoring the lake level and adjusting the boards. Zanotti noted that he believes that this is what the board was being influenced to do a year or two ago and is happy to see it happening.

Kelli Hanzalik noted that the process for the lake level this year is the same as last year, but maybe the process is more public. Hanzalik noted that the level was checked twice a week by her and at least twice a week by DPW and it was adjusted accordingly. Hanzalik noted that emails were sent to the Town Administrator and the Spofford Lake Association who put it on their website. Hanzalik noted that this is not a new process this year.

## **ACCEPTANCE OF MINUTES**

The minutes from April 6, 2022 tabled to next meeting.

*Fran Shippee moved to accept the April 6, 2022, non-public #1, minutes, as amended. The motion was seconded by Gary Winn and passed unanimously.*

*Fran Shippee moved to accept the April 6, 2022, non-public #2, minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously.*

## **NON-PUBLIC**

None.

## ADJOURN

*Fran Shippee moved to adjourn at 8:05 PM. The motion was seconded by Judy Idelkope and passed unanimously.*

The next meeting will be held May 4, 2022, at 6:00 pm in the Town Offices and via Zoom.

Respectfully submitted,

Tricia Lachenal  
Administrative Assistant

Approved by:

  
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Gary Winn, Chairman

5/8/2022  
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Date

  
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Fran Shippee

5.5.22  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Judy Idelkope

5.5.22  
\_\_\_\_\_  
Date