

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

April 6, 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 6:00 P.M. In attendance were, Fran Shippee, Judy Idelkope, and Alissa Thompson.

**SUGGESTION BOX**

The suggestion box was empty.

**CORRESPONDENCE**

Big Brother Big Sisters Letter

The board received a letter thanking the Town for their donation of \$400.00 for their one-on-one mentoring in the State.

The Gathering Place Letter

The board received a letter thanking the Town for their donation of \$1,000.00.

Southwestern Community Services Letter

The board received a letter thanking the Town for their donation.

Monadnock Region Advocacy Center

The board received a letter thanking the Town for their donation.

Monadnock Family Services

The board received a letter thanking the Town for their donation.

Email from Jon McKeon

An email was received from McKeon making sure the board received an earlier email and checking for progress on the response. Winn noted a response has been provided.

### Email from Ralph Petti, OEM Director

Ralph Petti received a call from the Westmoreland OEM director regarding water being released from the Mill Brook Dam. They are inquiring as to whom is in control of the release of water as it is causing issues in Westmoreland. It was noted that they are looking to come to an agreement on when and how much water is released. The board will investigate this issue.

### **PUBLIC COMMENT**

Deb Livernois noted she was unable to come to the meeting last week. She submitted a letter of interest to join the Zoning Board of Adjustment. Wanted to introduce herself and thank the board for their consideration. The board will speak with Livernois at the next meeting regarding her interest in volunteering on the Zoning Board.

John Zanotti noted that he is aware that the Board re-approved at the last meeting that the 14-inch mark is the goal for the lake level. Zanotti asked if the boards are being properly installed. Zanotti noted the boards are tilted and there is a lot of water being released. Zanotti also wanted to know what the lake level is right now. Idelkope noted that when the boards were placed, there was some debris there, but due to the fact that ice out had not happened at that point, the debris have not been removed. Idelkope noted that the lake level is high and she is not concerned about the amount of water being released at this point. Idelkope noted that with the ice out, the debris will be removed, and the boards will sit flat.

### **WEEKLY REVIEW**

#### Code Tracker

The board reviewed the code tracker. No action taken.

### **FINANCIALS**

#### Audit for 2020

Thompson has not heard from the auditor.

### **OLD BUSINESS**

#### Unknown Owner & Chesterfield Property

Winn noted that he went out to view the properties. Winn noted he would like to notify the abutters across the road, not just next to them. Winn noted both properties on Shelia Avenue are small and therefore not useful to anyone other than abutters as they would not be buildable lots. Winn noted that Map 14B, Lot C1 & C2 he would like to find someone that would be interested. Thompson asked if there was a minimum bid in mind. Winn noted he has not thought of pricing on these lots. Winn noted that the Main Street property Map 13B, Lot A12 does not have much use to the Town, and he would suggest opening this one up for sale. Winn noted that the Mountain Road properties he would hesitate to sell (Map 14C, Lots C15&16) as there is no

space there and a guardrail. Winn noted that in the future, the Town may need access here to fix something or place gravel and believes the property is useful to the town in that capacity. Winn noted that Map 15, Lot A15.4 on Gulf Road has 5 acres and looks to have some level space and therefore the town should sell this one. Winn noted that this property may not have the frontage, but that does not mean it is not a buildable lot. Winn noted that the appraised value on this is \$45,000.00 and suggested getting at least that amount. Idelkope noted that the town could speak with a Realtor on the pricing without signing a contract.

Winn noted that Map 25, Lot A12 does have good access, acreage and is level and that one should be sold as well. Winn noted that the appraised value on that is \$57,500.00 and he would suggest not going lower than that.

Winn noted that Map 11A, Lots B5&6 used to have a trailer on there. Winn noted between the 2 lots, there are .34 acres. Winn noted that he is unsure if there is room for a septic and therefore not sure if it would be buildable. Winn noted that he would like the lots to be one and put them out to bid to see if someone is interested. It was noted that the board does not have to accept offers that are made.

Winn noted that Map 11A, Lot 7 has a driveway through the property that goes all the way through to Route 9. Winn noted that it appears that someone believes they own it or has decided to use it as if they own it. It was noted that the town should close the driveway off or sell the property to the person utilizing it. It was noted that the board would like to ask \$25,000.00.

Winn noted that he did not get out to Old Swanzezy Road, and believes that Map 20, Lot E1 needs to be looked at before a decision is made. The board will look before making decisions on Old Swanzezy Road.

Winn noted that he did not go out to Map 20, Lot A12 and this is not the time of year to go out there. Winn noted that he would put a price of \$14,500.00. The board agreed.

Winn noted that the bid price on Map 21, Lot A1 & A3.1 should be \$23,100.00.

Winn noted that Map 18, Lot A13&14 on Access Road \$6500.00 is the appraised value. Winn noted that he recommends holding off on this property for now. Winn noted his concern with these lots is that they back up to a timber company lot and because of where they are located, not something someone would develop, but would give them a lot of road frontage allowing development. It was noted that the subdivision did not allow permanent structures on the properties. The board will investigate these lots further.

Winn noted that Map 8, Lot C23 is off Forestview and is a land locked parcel. Winn noted that it appears this should have been part of the greenspace. Winn noted that he would be in favor of selling this one. The board will ask \$25,000.00 for this piece.

Winn noted that Map 8, Lot C3 is three (3) acres on Route 9 with some wet frontage. The board will put this out for offers.

Winn noted that Map 10B, Lot A2 is where the sand pile is in Spofford Village. This lot will be put out to offers.

Winn noted that Map 5K, Lot A4 the town should keep for the time being.

Winn stated that he is a little confused by Map 5E, D12. The board reviewed the properties surrounding this one. Winn noted that the town should accept offers for that. It was noted there is lake access from this lot. Winn noted that Map 5E, D19 is steep access with lake access. The board will put \$25,000.00 on Lot 12 and Lot 19.

The board will put \$25,000 on Map 5E, Lot D22.

### Purple Heart Community

The board likes the idea of this and would like more information on the organization and the expectations regarding becoming a purple heart community.

## **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)

## **GUESTS**

### 6:30 PM Bruce Potter – ARPA Funds – Heating/Ventilation Library

Cathy Harvey was present in place of Bruce Potter. Harvey is vice-chair of the library. Harvey noted she is present asking that the Board of Selectmen use ARPA funds for heating/ventilation in the library. Harvey noted it is in the CIP, however the funds are available through the ARPA funds, and it is important that this happens now. Harvey noted that it is important to make sure the patrons and staff are safe. Harvey noted that she does not have accurate numbers at this time as they want to have permission before going through the trouble of getting all of the information.

Winn noted that the board needs to get numbers together for the childcare related projects that were discussed as a good way to use the ARPA funds.

The board will look over quotes and consider the request once the library gets some quotes.

### 6:45 PM Jeff Scott – Old Home Days

Jeff Scott noted that Erin Scaggs is the head of the group but could not be here tonight. Scott noted that they are there looking for support. Scott noted that it is time to bring the event back. The School, Fire Department and Police Departments have been contacted and are all on board. It was noted that New England Heritage has been contacted and is interested as long as the insurance is covered by the Town for use of their land. Winn noted that he does not have issue with covering the insurance and if it is being run and financed by the group, he has no issue. Shippee and Idelkope noted they support the event. Scott noted that it will all be taken care of by the group. The first meeting for the volunteers is April 19, 2022 at 6:00 PM in the Town office meeting room.

### 7:30 PM Mary Ewell – Deputy Town Clerk Position (RSA 91-A:3, II (b))

*Gary Winn moved to go into non-public #1 per RSA 91-A:3, II (b) at 7:36 PM.. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.*

*Judy Idelkope moved to come out of non-public session #1 at 7:55 PM. The motion was seconded by Fran Shippee and passed unanimously.*

*Fran Shippee moved to seal the minutes from non-public #1. The motion was seconded by Fran*

*Shippee moved to hire Christine Prah as Deputy Town Clerk. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.*

## **NEW BUSINESS**

### EMPG Grant Agreement for LEOP Plan with NH Homeland Security

This grant was applied for and is for \$4000.00 and requires us to spend \$4,000.00. Thompson noted that our spending of our portion will be meetings and work hours that go into the project.

*Gary Winn moved that the Chesterfield Board of Selectmen accept the terms of the Emergency Management Performance Grant as presented in the amount of \$4000.00 to update Chesterfield Local Emergency Operations Plan. Furthermore, the Board acknowledges that the total cost of this project will be \$8000.00, in which the town will be responsible for a 50% match (\$4000.00). The motion was seconded by Fran Shippee and passed unanimously.*

### ZBA Members – Not Active

Winn noted that Casey Schnackenberg has not been active. Winn noted that there has been no word from him for over six (6) months. Winn noted his term expires in 2023. The board will look into this more and attempt to reach Schnackenberg.

### Roland Vollbehr Resignation

The board received a letter of resignation from Roland Vollbehr from the Planning Board.

*Judy Idelkope moved to accept the letter of resignation from Roland Vollbehr. The motion was seconded by Fran Shippee and passed unanimously.*

### Planning Board – full member replacement

Fran Shippee moved to appoint Steve Laskowksi as a full member. The motion was seconded by Gary Winn and passed unanimously.

### Capital Maintenance Plan about future deposits (Fran)

Shippee went over the numbers for the capital maintenance plan. Shippee noted that it becomes an issue in 2023 when it goes into the negative. Shippee noted that more money will need to be added or some things will not be able to get accomplished. The board will keep this on their radar and speak about it again in the future.

## **OTHER BUSINESS -**

Thompson noted the brakes in the backhoe at the transfer station were not working. Thompson spoke to Adler about the cost to fix it. Adler noted that he has it temporarily fixed. Adler will be getting a quote. Thompson noted that there was another issue with the backhoe previously and the equipment line will be used for the year. Thompson noted that she did some research on purchase of a skid steer and is waiting to hear back. Adler is asking if we should continue to put money into the backhoe. Shippee asked if we could take it out of the Payroll budget. The board will be looking at the budget to see where pluses and minus have been appropriated.

Thompson asked if the Town is still paying COVID pay. Shippee asked if that money comes out of ARPA funds. Thompson noted that is the policy. Winn noted that it is an appropriate use for ARPA funds. The board will stick with the CDC guidelines and pay for up to 10 days of COVID pay from the ARPA funds.

*Gary Winn moved to take \$2,758.06 from Town Building and Maintenance Capital Reserve fund for the encumbered payment of the payment of warrant article #16 of the 3/14/2020 warrant. Fran Shippee seconded the motion which passed unanimously.*

*Gary moved to take \$6,410.00 from the Town Building and Maintenance Capital Reserve fund for the encumbered payment of Article #14 of the 3/9/2021 warrant. The motion was seconded Fran Shippee and passed unanimously.*

Idelkope noted that she attended the non-meeting of the watershed committee. There are some changes to the building permit that are suggested regarding adding wording about all the required State and Federal permits.

Winn noted that the board decided to go ahead with the monument work and have not discussed an amount. Shippee noted that she sent a message to Rosinski Masonry, and he will be doing the work. Shippee noted it will come in under the budget.

Idelkope noted that there is legislation that the board may want to have input on. Ideklope noted that one is to restore the 35% contribution to retirement which is coming up for hearing before the 28<sup>th</sup>. Idelkope noted that HB1272 gives specific listing of authority for the duties of the health officer.

## **PUBLIC COMMENT**

Jeff Scott noted that Rancourt did file an intent to cut but did not file a notice of intent and both should have been filed.

Scott noted that he recommended to the watershed committee that they add wording to the building permit certifying that all local, state and federal regulations will be filed.

Scott noted that although not everyone likes it, exposed duct work could work at the library saving a lot of money. Scott noted that the students could paint them to make it more appealing.

## **ACCEPTANCE OF MINUTES**

*Judy Idelkope moved to accept the March 23, 2022, minutes, as amended. The motion was seconded by Fran Shippee and passed unanimously.*

*Fran Shippee moved to accept the March 23, 2022, non-public #1, minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously.*

*Judy Idelkope moved to accept the March 23, 2022, non-public #2, minutes, as amended. The motion was seconded by Gary Winn and passed unanimously.*

*Fran Shippee moved to accept the March 23, 2022, non-public #3, minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously.*

### **NON-PUBLIC**

*Gary Winn moved to go into non-public session #2 under 91-A:3, II (a) at 10:46 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.*

*Fran Shippee moved to come out of non-public session #2 at 11:49 PM. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.*

*Fran Shippee moved to seal the non-public session #2 minutes . The motion was seconded by Judy Idelkope which passed unanimously by roll call vote.*

*Judy Idelkope moved to retain Bruce Adler as the Highway Road Agent/Transfer Station Department Head. The motion was seconded by Fran Shippee and passed unanimously.*

### **ADJOURN**

*Fran Shippee moved to adjourn at 11:52 PM. The motion was seconded by Judy Idelkope and passed unanimously.*

The next meeting will be held April 20, 2022, at 6:00 pm in the Town Offices and via Zoom.

Respectfully submitted,  
Tricia Lachenal  
Administrative Assistant

Approved by:

  
\_\_\_\_\_  
Gary Winn, Chairman

5/8/2022  
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Date

  
\_\_\_\_\_  
Fran Shippee

5/5/22  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date