

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

December 28, 2022
6:00 PM at Town Offices and Via Zoom

Note: This meeting may be recorded

CALL TO ORDER

Fran Shippee called the meeting to order at 6:08 P.M. In attendance were: Judy Idelkope, Gary Winn (via Zoom) Alissa Thompson, and Tricia Lachenal (via Zoom)

Fran Shippee moved to allow Gary Winn to participate in the meeting electronically. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Winn will be allowed to participate in the meeting via Zoom. Shippee will remain Chairman of the meeting.

SUGGESTION BOX

There was a note in the suggestion box regarding the spiraling costs for C&D (Construction and Demolition). The suggestion is that the Town look at that and consider raising the rates to keep the cost neutral. The C&D rates will be looked at in the next couple of weeks.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENT

Jeff Scott noted that when he spoke about James Hancock 2 weeks ago, he did not realize that he is serving a three-year term. Scott noted that on line 80 of the draft minutes he would like it changed to reflect what he believes he said which is "the board works more effectively without him". Scott noted he would like to make further comments regarding Mr. Hancock. Shippee noted that if there was no new information, then he should refrain from making comments about Mr. Hancock.

Scott noted that the EDC is sponsoring an informational meeting on January 14, 2023, at 10:30 – 12:00 at the Town Hall regarding the Electrosonics building.

WEEKLY REVIEW

Code Tracker

The board reviewed the code tracker. There was no action taken.

FINANCIALS

Audit for 2021

Thompson noted that the 2021 Audit is currently being worked on.

Profit & Loss YTD

The board reviewed the Profit & Loss YTD. No action was taken.

Profit & Loss year to year comparison

The board reviewed the year-to-year comparison. There was no action taken.

OLD BUSINESS

Boards/Commissions - Expirations

It was noted that Christopher Oot does not want to be reappointed to the Conservation Commission as an alternate.

Gary Winn moved to appoint Deb Livernois as a full member of the Chesterfield Zoning Board of Adjustment expiring December 31, 2025. Fran Shippee seconded the motion which passed unanimously by roll call vote.

Judy Idelkope moved to reappoint Kathy Thatcher as a member of the Chesterfield Conservation Commission expiring December 31, 2025. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to reappoint Joseph Brodbine and Joseph Parisi to the Chesterfield Planning Board with both expiring December 31, 2025. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Fran Shippee moved to reappoint John Pieper to the Chesterfield Economic Development Committee expiring December 31, 2025. The motion was seconded by Gary Winn and passed unanimously by roll call vote,

It was noted that Bill McCarty has not been approached about continuing on the Rescue Inc Board of Trustees, but will be asked before the next meeting.

Library Budget

Idelkope noted that the Library Board informed her at the last meeting that they will not be re-submitting a budget to the Board of Selectmen for approval. Idelkope stated that they plan on the budget going directly to the Budget Committee. Idelkope noted that they are allowed under statute to go that route. Idelkope noted that she and Thompson have contacted NHMA regarding what to put in the annual report and on the MS-737. They have not heard back from NHMA to date.

Item tabled to next meeting.

Advertising for Maintenance Manager

It was noted the board has looked over a job description, set a suggested salary amount and have budgeted for the salary.

It was stated that because this is a new position the board will be waiting until the budget passes in March to advertise for the position.

This item tabled until March 2023.

Solar Exemption

Winn noted that he is not sure he is ready to make a change. It was noted that there is a discount given and Winn would like to do more research prior to giving more than is already offered by the Town.

Winn noted that he is unclear on how these systems are appraised and who decides if the system is a medium or large size system. It was stated that people save money by having the system as well as the tax break they get from the Federal Government.

The board will be tabling this discussion for now. The board noted that if this individual is interested in an exemption more than what the Town is offering, they suggest that she get a petition together and get 25 signatures and get it before the Town for voting. Thompson will reach out and let her know the board is tabling discussion and let her know she can file a petition.

TABLED UNTIL FUTURE DATE

Personnel Policy Review – Jan 25, 2023 Meeting

Community Power

Old Chesterfield Rd – Map 11A, Lot B7 (Fran)

Fran noted that this property is owned by the Lienholder and that is why there is no deed to the Town of Chesterfield. Shippee noted that Mike Bentley is going to reach out to the lienholder's child (lienholder out of business due to death) and see if the property can be purchased for the amount of the lien.

Dexter Thomas Road – Next meeting

Brickstone Letter – Security Release for Nine A, LLC

Thompson waiting for paperwork.

GUESTS

6:30 PM Chris Perzan – 15 Hutchins Road

Krzysztof Perzan canceled his appointment.

7:00 PM Norma Abel – Trustee Alternate

Norma Abel was present to interview for the position of an alternate for the Trustees of the Trust Funds. It was noted that Abel was invited by Beverly Bernard and has attended 5-6 meetings.

Fran Shippee moved to appoint Norma Abel as an alternate to the Trustees of the Trust Funds expiring December 31, 2023. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

NEW BUSINESS

Misc Health Agencies Budget

The Board reviewed the proposed Miscellaneous Health Agencies Budget.

Judy Idelkope moved to accept the proposed 2023 Miscellaneous Health Budget as presented for \$26,721.00. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Warrant Articles

The board reviewed the proposed warrant articles 1- 35.
After discussion, the revised wording is as follows:

ARTICLE 1: To vote an Australian Ballot for all necessary Town Officers.

ARTICLE 2: To vote by ballot on amendments to the Zoning Ordinances.

The following part of the Town Meeting shall be adjourned until Saturday, the 18th of March, next at noon at the CHESTERFIELD SCHOOL in said Chesterfield.

ARTICLE 3: To hear the report of the Budget Committee, or act in any way related thereto.

ARTICLE 4: To see if the Town will vote to raise and appropriate the sum of Three Million, nine hundred and Ninety-two Thousand six hundred seventy-five dollars (\$3,992,675.00) for the following purposes, or act in any way related thereto.

Executive: \$214,739, Elections, Registrations, Vital Stats: \$84,051, Financial Administration: \$78,889, Legal Expense: \$50,000, Personnel Administration: \$620,117, Planning Board: \$20,205, Board of Adjustment: \$9078, General Government Buildings: \$150,147, Cemeteries: \$52,623, General Insurance: \$73,912, Regional Association (SWRPC): \$3943, Police: \$685,139, Police Reimbursable Detail: \$0, Ambulance: \$100,058, Code Enforcement: \$81,264, Office of Emergency Management: \$5,482, Forest Fires: \$6,000, Highway/Town Road Maintenance: \$864,726, Street Lighting: \$15,000, Solid Waste: \$355,938, Health Officer: \$14,751, Animal Control: \$1,650, General Assistance: \$25,000, Parks & Recreation: \$165,344, Library: \$, Patriotic Purposes: \$1,255, Conservation Commission: \$7,801, Economic Development Committee: \$3,220, Debt Services: \$304,443.

ARTICLE 5: To see if the town will vote to establish an IT Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of IT equipment purchase and associated costs and to raise and appropriate the sum of Twenty-Nine Thousand Dollars (\$29,000) to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. (Majority Vote Required)

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of Three Thousand Seven Hundred Dollars (\$3,700) to purchase a new Desktop Computer and Firewall and associated costs for installation and authorize the withdrawal of the sum of Three Thousand Seven Hundred Dollars (\$3,700) from the IT Capital Reserve Fund.

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000) for the purpose of final top coat of paving on the remaining 2/3 of North Shore Rd, or act in any way related thereto, said appropriation to be partially offset by the Extra Highway Block Grant funds from August of 2022 provided by the State of New Hampshire in the amount of One Hundred Thirty Thousand Three Hundred Sixty-Nine Dollars (\$130,369), the remainder Nineteen Thousand Six Hundred Thirty-One Dollars (\$19,631) to be raised by taxation. This is a special warrant article per RSA 32:3 VI (d).

ARTICLE 8: To see if the Town will vote to raise and appropriate the sum of Three Hundred Nineteen Thousand Four Hundred Dollars (\$319,400) for the purpose of resurfacing of paved and gravel Town roads, or act in any way related thereto, said appropriation to be partially offset by the Highway Block Grant funds from the State of New Hampshire in the amount of One Hundred Fifty-Four Thousand Dollars (\$154,000) if the grant is not fully received, the remainder to be raised through taxation along with the One Hundred Sixty-Five Thousand Four Hundred Dollars (\$165,400) that will be raised from taxation. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 9: To see if the Town will vote to raise and appropriate the sum of One Hundred Forty-Five Thousand Dollars (\$145,000) to be added to the already established Highway Heavy Equipment Capital Reserve Fund, or act in any way related thereto.

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of One Hundred Thirty-Four Thousand Dollars (\$134,000) to purchase a new 1-Ton Truck and associated equipment for the Highway Department and authorize the withdrawal of the sum of One Hundred Thirty-Four Thousand Dollars (\$134,000) from the Highway Heavy Equipment Capital Reserve Fund.

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the already established Roadways Construction/Reconstruction Capital Reserve Fund, or act in any way related thereto.

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of Twenty-Six Thousand Four Hundred Dollars (\$26,400) to be added to the already established Revaluation Capital Reserve Fund, or act in any way related thereto.

ARTICLE 13: To see if the Town will vote to raise and appropriate the sum of Twenty-Four Thousand Dollars (\$24,000) for year two of a five year full cyclical revaluation and authorize the withdrawal of the sum of Twenty-Four Thousand Dollars (\$24,000) from the Revaluation Capital Reserve Fund.

ARTICLE 14: To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty Thousand Dollars (\$120,000) to be added to the already established Town Buildings Maintenance Capital Reserve Fund, or act in any way related thereto.

ARTICLE 15: To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty Six Thousand Eight Hundred Seventeen Dollars (\$126,817) and authorize the withdrawal of the sum of One Hundred Twenty Six Thousand Eight Hundred Seventeen Dollars (\$126,817) from the Town Buildings Maintenance Capital Reserve Fund, to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

Paving of Town Hall Parking Lot	17,100
Paving of Town Office Parking Lot	76,350
Fuel System - High Speed Hoses	14,454
Fuel System Reader	18,913
TOTAL	126,817

ARTICLE 16: To see if the town will vote to raise and appropriate the sum of Fifty-Two Thousand Dollars (\$52,000) to be added to the already established Police Cruiser Capital Reserve Fund, or act in any way related thereto.

ARTICLE 17: To see if the Town will vote to raise and appropriate the sum of Sixty Thousand Dollars (\$60,000) for the purchase of a New AWD Dodge Durango Pursuit police cruiser and authorize the withdrawal of the sum of Sixty Thousand Dollars (\$60,000) from the Police Department Cruiser Capital Reserve Fund for that purpose, or act in any way related thereto.

ARTICLE 18: To see if the Town will vote to raise and appropriate the sum of Eighteen Thousand Five Hundred Dollars (\$18,500) to be added to the already established Police Department Equipment Capital Reserve Fund, or act in any way related thereto.

ARTICLE 19: To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to purchase 4 light bars and associated equipment and authorize the withdrawal of the sum of Twenty Thousand Dollars (\$20,000) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto.

ARTICLE 20: To see if the Town will vote to raise and appropriate the sum of Six Thousand One Hundred Dollars (\$6,100) for a dual band cruiser mobile radio and installation and authorize the withdrawal of the sum of Six Thousand One Hundred Dollars (\$6,100) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto.

ARTICLE 21: To see if the Town will vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000) to be added to the already established Parks and Rec Pickup Truck Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 22: To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) to be added to the already established Parks and Rec 4x4 All-Terrain Vehicle Capital Reserve Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 23: To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) to be added to the already established Parks and Rec Activities Enhancements Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 24: To see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the already established Wildland Fire Suppression Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 25: To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to the already established Cemetery Truck Replacement Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 26: To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to the already established Cemetery Mower Replacement Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 27: To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) to be added to the already established ROW (Right-of-Way) Survey Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 28: To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the already established Spofford Lake Control and Remediation of Invasive Species Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 29: To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be added to the already established Transfer Station Heavy Equipment Capital Reserve Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c).

ARTICLE 30: To see if the Town will vote to raise and appropriate the sum of Sixty-Three Thousand Dollars (\$63,000) for a Skid Steer Loader and authorize the withdrawal of the sum of Sixty-Three Thousand Dollars (\$63,000) from the Transfer Station Heavy Equipment Capital Reserve Fund for that purpose, or act in any way related thereto.

ARTICLE 31: To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to purchase and install storm windows for the Town Hall. This sum to come from taxation.

ARTICLE 32: To see if the Town will vote to raise and appropriate the sum of Twenty-Six Thousand Seven Hundred Twenty-One Dollars (\$26,721) to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (d).

Home Health, Meals on Wheels and Age in Motion	7,518
Monadnock Family Services / Mental Health	4,440
Community Kitchen	3,700
The Gathering Place	1,000
Chesterfield Senior Meals	2,000
VNA & Hospice	1,500
Monadnock Child Advocacy Center	1,100
Big Brothers Big Sisters	400
MCVP Crisis & Prevention Center	356
Hundred Nights Inc	500
CASA	500
Community Volunteer Transportation	500
Southwestern Community Services	<u>3,207</u>
TOTAL	26,721

ARTICLE 33: Petition Warrant Article

ARTICLE 34: To see if the Town will vote to allow the Board of Selectmen to dispose of municipal assets by sealed bid, or by other means as deemed appropriate, or act in any way related thereto.

ARTICLE 35: To transact any other business that may legally come before this meeting.

Judy Idelkope moved to approve Articles 1 through 35, with the exception of Article 4 as amended. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Judy Idelkope moved to accept line items 1 through 29 on Article 4, without line 25 in the amount of \$3,992,675.00. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

ARPA Funds

Discussion tabled to the next meeting

Revenues Budget

The board reviewed the revenues budget.

Gary Winn moved to approve the revenues budget in the amount of \$1, 077,182.00. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Advertising in Budgets – adjusting approved budgets

It was noted that the budgets should be adjusted due to not advertising in newspapers.

Fran Shippee moved to approve the Zoning Board of Adjustment 2023 updated proposed budget in the amount of \$ 8,578.00 and the Planning Board 2023 updated proposed budget in the amount of \$18,695.00. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

OTHER BUSINESS -

Winn noted that the board needs to walk the Town lines at some point. Winn noted that it should be done every seven (7) years. It was noted that the board will put it on the calendar for warmer weather.

Winn noted that the board received a letter from Beauregard regarding a change in RSA's regarding codes. Winn noted that it passed last year and goes into effect in 2023. Winn noted that the question that Beauregard is asking is if three of our current regulations in the Building regulations belong in the Zoning Regulations instead.

Shippee will contact the Department of Safety for clarification and meet with Lachenal and Beauregard after that.

Shippee noted that she spoke with the Planning Board and they see no reason not to renew the Economic Recovery Zone on Stow Drive. The board will sign the document tonight and send it in as the deadline is December 31.

Shippee noted that the Planning Board has asked if they should be looking at the Watershed Committee recommendations. Idelkope noted that there were only two (2) recommendations for this year. Idelkope noted that one was referred to the Planning Board and one was a change to the building permit application.

Shippee noted that she received information from legal inquires regarding the question on 13.08 in the building code which refers to the flood plain. Shippee noted that they indicated if it was clear that it was a clerical error, it could be removed. Shippee noted that if there was any ambiguity, then it can be placed on the warrant for voting.

It was noted that this item does not need to be addressed this year, but should be on the radar for future research as to where the reference came from.

Shippee noted she spoke with Girs about Meet the Candidates night. Shippee noted that she explained this is a private function and not a Town Clerk function. Shippee noted that Girs indicated that she would be happy to hold the event. Notification of the night will go on the front page of the website and not on the Town Clerk page. It was noted that they will be allowed to utilize the Town Zoom account. Shippee will speak with Girs.

PUBLIC COMMENT

No additional public comment.

ACCEPTANCE OF MINUTES

Gary Winn moved to accept the December 14, 2022, minutes, as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to accept the December 14, 2022, non-public #1 minutes, as written. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

NON-PUBLIC

ADJOURN

Judy Idelkope moved to adjourn at 10:04 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

The next board meeting is scheduled on January 11, 2023, at 6:00 PM at the Town Offices and via Zoom.

Respectfully submitted,

Tricia Lachenal
Administrative Assistant

Approved by:

Gary Winn
Gary Winn, Chairman

11/14/2022
Date

Fran Shippee
Fran Shippee

1/18/2023
Date

Judy Idelkope

Date