

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

February 7, 2024  
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 6:00 PM. In attendance were Gary Winn, Judy Idelkope and Alissa Thompson.

**SUGGESTION BOX** – nothing in the suggestion box

**CORRESPONDENCE** – none

**PUBLIC COMMENT** –

Jeff Scott stated that the Economic Development Committee would like to hang a banner at the Transfer Station for the business expo. The Board of Selectmen are okay with the banner being hung up.

**GUESTS**

6:05 PM Richard Mellen – Interest in overseeing the Pinnacle Springs Grant Project – Mellen would like to know what his job would be for this project. Idelkope will give Mindee Goodrum at FB Environmental Mellen's contact info. Idelkope explained that Mellen would be overseeing the work that FB Environmental is doing and making sure that each part of the phase is getting done. Idelkope stated that when the invoices are submitted the Board of Selectmen would like to know what was done that goes with that invoice. Shippee stated that it would be nice if Mellen went up to the project when they are working on site just to get a feel for what is being done on the project. Winn stated that knowing the area Mellen may have some information for FB Environmental that may be useful for them.

**WEEKLY REVIEW** –

Code Tracker - No new updates

Building Permit List - Shippee stated there are a few new items on the list.

**FINANCIALS** –

Audit for 2022 – Thompson stated that it is still being worked on.

**OLD BUSINESS** –

Town Office Curb scope of work from SVE – Winn spoke with Liza Sargent today about getting the curb and walkway fixed. Winn asked Sargent if they had the names of some contractors that are familiar with doing this scope of work. Winn has three names of possible contractors. Shippee asked if the curbs need to be done before the paving is done and Winn stated that yes it does. Shippee asked if the reason the curbs are like this is because they were never put into concrete? Winn stated that they are not positive. Shippee asked if this scope of work would change if when it was dug up the curb was in concrete. Winn didn't ask Sargent that, but he thinks that if they are in concrete then it would be to perhaps add more concrete.

## **TABLED UNTIL FUTURE DATE**

Walk Town Lines

ARPA Funds

North Shore Beach Erosion

HVAC System Library

Comcast Agreement

## **NEW BUSINESS**

Police Dept. Equitable Sharing Agreement - Board of Selectmen reviewed the Police Dept Equitable Sharing Agreement.

Tannerite – Possible Ordinance – Idelkope asked if we can even create an ordinance without going to Town Meeting. Idelkope also stated that it would be good to have our current fireworks permit reviewed. Winn stated that the example letter that was from the Town of Fitzwilliam has the rules of unauthorized use of firearms. Winn stated if we add Tannerite to our ordinance that these rules for unauthorized use of firearms should be added to the permit application. Winn stated he thinks our hands are tied for this year since the ordinance must be done at Town Meeting and even amending the fireworks ordinance would still need to be done at Town Meeting. Idelkope would like to investigate the matter a little more. Shippee asked if the Chief or Lt. Rouse could come in and talk to the Board of Selectmen of Tannerite.

## **OTHER BUSINESS -**

Sign at cul de sac at the school – Thompson stated that Alex Wood the grounds manager at the Chesterfield School reached out to see if it was okay to put a full-size sign post up at the cul de sac. The Board of Selectmen don't have an issue with the signs being put up. Winn stated what is more of a concern with the drop-off and pick-up of the children at the school is how the parents block the back parking lot where the police come out when there is an emergency or when our employees need to get in and out.

Stipend employee's longevity pay – Thompson asked when it comes to longevity pay is it for stipend employees, is it for deputy positions, is it for part-time employees. Shippee stated that she feels it should be to everyone that was here before we withdrew the longevity pay. Table this discussion.

New England Fabrics for shades for Town Hall Windows – Thompson stated that New England Fabrics called today and stated that they looked into commercial roller shades that are still fire retardant and blackout for a cost of \$2,775 which is a lot less expensive than the residential roller shades that were previously quoted. Winn stated that we put the project on hold for now.

*Fran Shippee moved to request payment from the Trustees of the Trust Funds in the amount of \$800.93 from the Town Annex Capital Reserve Fund for the electrical outlets. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

Winn stated that there are two streetlights that are out, one on North Shore and Canal then another on Route 63 next to 877.

Winn stated that he texted Bruce Adler on Monday to put two boards back in the dam to get it back up to 30”.

Shippee stated we need to add the e-recycling to the agenda to make a decision on that.

Winn asked where we stood on the oil at the transfer station. Thompson stated that Philip Riendeau was the last one to speak to them. Thompson stated that Winn was going to check with the State of New Hampshire regarding the other oil at the Highway Garage and what the rules are.

Shippee asked about Doug Adler keeping an eye on the supplies at the Town Annex, so we are staying on top of ordering when supplies are needed. Shippee asked about other supplies such as kitchen supplies garbage bags, dish soap, paper towels. Shippee thinks that the Margaret Johnson Fund would be a good way to purchase these items since the fund was set up for kitchen supplies. Winn thinks that it would be a good idea to use up the funds.

Shippee stated that Wendy Pelletier came to the Planning Board meeting and the Board of Selectmen never sent her a letter stating the official motion for the Bartlett Road decision. Thompson stated that the minutes should be good enough and the minutes are on the website.

Shippee brought up the paperwork received on Access Road. Winn asked was it ever a road or was it a pass through on someone’s property then subdivided. Winn stated that we need to pull the file out again and review and get Attorney Ratigan involved. Shippee stated that they want to put in a seasonal residence. Idelkope stated how do we make sure it stays seasonal. Winn stated that if they insulate this and make it for year-round use then what keeps it at seasonal use.

## **PUBLIC COMMENT**

Jeff Scott checked on the fireworks ordinance. It was not approved at Town Meeting. It was passed by the Selectmen.

## **ACCEPTANCE OF MINUTES**

*Fran Shippee moved to accept the February 1, 2024 Community Power Meeting minutes, as written. The motion was seconded by Gary Winn and passed unanimously by roll call vote. Fran Shippee moved to accept the January 24, 2024 minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.*

*Judy Idelkope moved to accept the February 3, 2024 minutes, as written. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

*Judy Idelkope moved to accept the February 3, 2024 Non-Public #1 minutes, as written. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

**NON-PUBLIC**

**ADJOURNMENT**

*Judy Idelkope moved to adjourn at 8:11 PM. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

The next board meeting is scheduled for February 21, 2024, at 6:00 PM at the Town Offices and via Zoom.

Respectfully submitted,

Alissa Thompson  
Town Administrator

Approved by:

  
\_\_\_\_\_  
Fran Shippee, Chairman

3/6/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Gary Winn

3/2/2024  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date