

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

January 27, 2021
6:00 PM 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, Gary Winn, Alissa Thompson, and Jim Barey.

As Chair of the Chesterfield Board of Selectmen, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-876-9923 and by clicking on the following website address:

<https://us02web.zoom.us/j/82571439015>

Meeting ID: 825 7143 9015

Password: 940128

- b) *Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Chesterfield website at:

<https://chesterfield.nh.gov/>.

- c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem, please call 603-499-1392 or email at: Selectman-a@nhchesterfield.com.

d) Adjourning the meeting if the public is unable to access the meeting.

In the even the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

SUGGESTION BOX

SIGNATURE FOLDER (green folder)

CORRESPONDENCE-

Letter from United States Senator Shaheen-

Winn read and summarized this letter regarding Article 40 of last year's town warrant affecting climate change and carbon footprint.

PUBLIC COMMENT

Winn stated that the board has not addressed the plywood comment made by Jeff Scott about the Electrosonics building, noting that this building is not owned by the town, but he will be looking into the matter further.

Winn noted regarding Zoom training, all of those that use it regularly for meetings use it well.

Winn suggested that any committee or board have a co-chair sit in and run the meeting from the Zoom aspect for the experience in case the chair is not available.

Gary Winn moved to enter Non-Public Session #1 under RSA 91-A:3, II(a) for the purposes of discussing matters pertaining to the dismissal, promotion, or compensation of any public employee. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson stated she will be recusing herself from this non-public meeting.

Gary Winn moved to leave Non-Public Session #1. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to seal the minutes from Non-Public session #1. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

WEEKLY REVIEW

Code enforcement tracker

Discussion was moved to Matt Beauregard's scheduled appointment.

Winn asked Thompson if there were anything further to discuss on financials. Thompson responded that she did not have anything further at this time.

OLD BUSINESS

Covid 19-

Winn noted there is no new information.

Wastewater Implementation

Winn noted Aldrich was unable to meet with everyone involved in implementation. The board decided they would step in to continue progress.

Town Annex – Funds left over; items left to purchase? (Johnson fund \$2,419.15)

Winn stated there appear to be multipliers in Aldrich's spreadsheet that did not carry through, as the total did not add up correctly. Winn stated he was under the understanding that the trust fund intention was for outfitting the kitchen with dishes rather than equipment. Shippee stated the intent was for Senior Lunch. Shippee suggested meeting with Carol Johnson and editing the current list. Shippee suggested purchasing equipment with the rest of the Johnson Fund and waiting to complete other projects next year. Winn agreed. Chris Lord stated everything as far as the building is complete barring supplies for the kitchen and possibly storage.

Boards and Commission Appointments

Winn opened discussion on the Planning Board. Shippee stated she had spoken with James Corliss and Roland Vollbehr and both had agreed to continue into the next term.

Gary Winn moved to reappoint James Corliss and Roland Vollbehr to the Planning board for three years. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

The board discussed the Zoning Board. Winn stated that Joe Hanzalik will continue and Richard Aldrich will resign. Shippee noted that Barbara Girs paperwork for John Zannotti is incorrect and the Board of Selectmen should vote on him continuing as well.

Fran Shippee moved to reappoint Joe Hanzalik to a term expiring December 2023 and John Zannotti to a term that expires December 2022. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Winn noted discussion on moving one of the alternates on the Zoning Board in to replace Richard Aldrich. The board discussed whether Joe Brodbine could sit on both the Planning Board and the Zoning Board as a full member as well as if Casey Schnackenberg had the experience to sit as a full member.

Shippee noted that the two Conservation Commission members expiring are Lynne Borofsky and Pam Walton. Shippee stated she had heard from both and they both agreed to continue into another term.

Gary Winn moved to re-appoint Lynne Borofsky and Pam Walton for another 3 years on the Conservation Commission. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Shippee noted that the Economic Development Committee is ok the way it is. Winn opened discussion on Bill McCarty becoming an alternate on the Library Board of Trustees. Shippee noted McCarty had sent her a resume and list of references. Shippee asked Thompson to set up an appointment for McCarty to meet with the Board of Selectmen.

Warrant Article Change

Winn stated he has been speaking with Thompson about a statistical re-evaluation being done this year for \$56,000. Winn stated that \$25,000 is still being deposited and the board needs to adopt this article before it goes into the budget. Thompson noted that doing this would push the full re-evaluation out another five years as well as benefitting the Avitar program.

Fran Shippee moved to accept article 11 to see if the town will vote to raise \$56,000 to do a statistical update for the Avitar program and authorize the withdrawal of the sum of \$56,000 from the Revaluation Capital Reserve Fund. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Capital Reserve & Exp. Trust Change

Gary Winn moved to amend the 2021 Capital Reserve and Expendable Trust Deposit and Withdrawal sheet to reflect the \$56,000 withdrawal from the Revaluation Capital Reserve Fund line changing the total withdrawals to \$492,211. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Final Draft Zoning Ordinance on Signs

Winn noted he had attempted to address some of the issues expressed by the Planning Board in preparing this to be on the ballot for Zoning amendments. Winn stated there were concerns with the square footage of signs.

Gary Winn moved to approve the amendment to the Zoning Ordinance as revised with the removal of the sentence 401.2E may be applied for multiple businesses with approval from the zoning board. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

TABLED UNTIL FUTURE DATE

Personnel Policy Review

Camp Spofford Agreement

Old Town Office Purchase/Lease Agreement

Town Hall RFP Window Replacement

Website Quotes

CMP Chris

Shippee noted she had met with Lord and the CMP is still in the works.

IT CMP

The board decided to continue all other discussion on Tabled items to a future date.

GUESTS:

6:30 PM John Zannotti-Lake Level Presentation

Winn stated Zannotti was invited in to make a presentation on Spofford Lake Levels. Zannotti stated his intent of the presentation was triggered by the low lake levels apparent this past summer 2020. Zannotti stated he would like to find a balance between protecting the lake and enjoying the lake; stating his intent tonight is to provide data in a non-adversarial position. Zannotti stated he personally took measurements throughout the 2020 season, noting that others around the lake were unable to dock their boats in their boat houses. Zannotti also exhibited examples of low lake levels in all areas including the boat ramp; where there was “numerous skeg dragging.”

Zannotti suggested that the board put lake discussion on the agenda quarterly to assess and reassess what to do with the lake level.

Michael Gold from Brookhaven and Wares Grove stated he agreed with Zannotti’s presentation. Gold noted that his section of the lake is one of the shallower areas and throughout the 2020 season, swimmers needed to go out into boat traffic to get into deeper water. Gold stated there was not a day that a boat did not run aground. Gold also noted that water temperatures increased and in turn aquatic plant life increased to the point where growth encroached into boat traffic and fouled propellers.

Liz Pelkey from 463 North Shore with a boat docked in the cove noted that their dock is just shy of 40’ and in past summers they were able to pull their boat all the way into the dock. Pelkey stated that this most recent season they were at the last tie on the dock, otherwise they were in the muck. Pelkey noted that there were many more instances of boats hitting underwater rocks. Winn stated that the board should address how quickly the lake is let down and believes this is certainly something that bears future discussion.

Shippee asked if the channel and Wares Grove were the only two places that were severely shallow. Zannotti stated that there were other areas around the lake being affected including many with private docks and boat houses. Shippee also asked if the size of the boat affected the ability to get out of the channel. Shippee asked if lake level were at 20” below the dam, would Zannotti have been able to get his boat out. Zannotti stated it was a tough question to answer but the lake should never have gotten lower than 17” in the first place.

Bayard Tracy from the Spofford Lake Association noted that this was an extremely difficult year in making decisions for the lake. Tracy noted that the lake is a bowl and if it rains then water cannot be taken out of the lake fast enough.

Winn stated no further discussion will take place as this is not a public hearing but he is appreciative of Zannotti’s presentation and there should be further discussion at a later date. Winn noted that if anyone in the public had any further questions or comments they could provide a letter or written comment to the board.

7:00 PM Duane Chickering Non Public RSA 91-A:3, II(b)

Gary Winn moved to enter Non-Public session #2 per RSA 91-A:3, II(b) for the purposes of discussing matters pertaining the hiring of any person as a public employee. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to leave Non-Public session #2. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to seal the minutes for Non-Public session #2. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

7:15 PM Matt Beauregard-Quarterly Dept Meeting

Matt Beauregard and Steve Dumont attended to discuss the Code Tracker. Winn stated that Beauregard had been keeping the code tracker up to date. Beauregard stated that he feels things are going well and on the verge of starting Avitar; he is very hopeful for increased efficiency. Beauregard also mentioned that increased education and information would be key in progress. Shippee opened discussion on projects between Beauregard and Dumont. Beauregard stated there is a steady stream of projects coming in and out of the department.

Winn opened discussion on proceedings with 1763 Route 9 Spofford LLC and whether their application had come in yet. Beauregard stated not yet but it will be forthcoming. Winn asked about cars being parked in the front part of the building. Beauregard stated he was doing that as there had been a string of thefts on catalytic converters and the owner was trying to head off any further thefts. Winn asked if that building was fully monitored for fire safety. Dumont stated no but there are exceptions in the fire code for maximum quantities for chemicals and vehicles. Winn asked if there were anything Beauregard and Dumont needed from the board. Beauregard noted if they had any thoughts or concerns, contact through email would be much appreciated. Winn discussed meeting with Dumont to finalize details on wastewater implementation. Dumont responded he would check his calendar and contact Winn to meet next week. Thompson noted that if Shippee were to also attend, this meeting would have to be posted as a working meeting 24 hours beforehand.

Shippee asked if there were a way to look back on 2020 and find out how much deputy Code Enforcement Officer time had been spent on these jobs. Winn stated that the board should consider that the town should not be paying thousands of dollars out of taxpayers pockets to inspect these jobs and assessment of fees should take place.

NEW BUSINESS

Senior Housing Project

Ron Rzasz attended to speak about the Economic Development Committee's presentation on senior housing. Rzasz asked if the board would like to move forward and if so, asked if the board would contact Keith Thibault for further information. The board agreed they should move forward with further discussion. Winn noted that both board members had further questions to ask regarding the details of the project as well as including the Planning Board. Rzasz noted that during the meeting with Thibault and Southwest Planning, the Planning Board joined in the discussion and did not foresee any red flags. Rzasz noted that to move forward, the Board of Selectmen would have to complete a legal Memorandum of Understanding as well as applying for certain grants. Rzasz stated if the board had a working meeting with Southwest Planning he would like to be included.

Fran Shippee moved that the Board of Selectmen pursue the Senior Housing project with Southwest Community Services. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Parks & Rec agreement with Chesterfield School from Ratigan

– The board discussed the above agreement. Shippee asked about being good on state rules for childcare.

Fran Shippee moved to accept the agreement between the Chesterfield School District and the Town of Chesterfield for an Afterschool program run by the Parks & Recreation department. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

The board took a 5 Minute break.

Parks & Rec February Vacation Camp at Town Hall

Winn asked what had been done in the past. Shippee noted last year was the first year. Winn stated participants should bring two pairs of shoes to keep snow and gravel to a minimum within the Town Hall.

Fran Shippee moved to allow the Parks & Recreation department to use the town hall for a period of five days in February 2021 for a Vacation Camp. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

OTHER BUSINESS -

Shippee asked with Aldrich being out another 2-3 weeks, should the board reconsider the Planning board having an alternate selectboard representative.

Gary Winn moved that Fran Shippee fulfill the alternate Selectboard representative position to the Chesterfield Planning Board. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

The board discussed Mike Chamberlin resigning as Office of Emergency Management director. Winn stated that he had not seen a resignation come through. Shippee noted there were possibilities for replacements. Winn stated there should be further discussion after he had spoken with Chamberlin.

Shippee stated she had spoken with Girs about doing Candidate's Night virtually on March 6, 2021 at 6:30PM. Winn noted he would work with Barey on setting up the virtual meeting. Girs stated she appreciates the comments and suggestions, but this is specifically not a meeting or a hearing. Girs continued, stating that this is for the candidates to get the plain English of some of the zoning amendments and why they were proposed.

Winn stated that there was a subdivision in question concerning Poocham Road. In the 1986 report there was a motion to discontinue the old section of Poocham Road. Winn stated he is urging Shippee, as the Planning Board's representative, to make the board aware of this and leave the decision up to them. Winn stated that they had voiced to the Planning Board that they would petition for the purposes of town meeting, asking to have it discontinued for the purpose that they need more frontage. Winn suggested that this be shared with the Planning Board at their February 1, 2021 meeting.

Winn asked if anything had been heard about the Vernon dam permit. Thompson replied no.

Winn asked about the virtual Budget Committee meeting this Saturday at 1PM and whether hard copy documents were available at the town offices. Thompson noted still waiting on Spofford Fire precinct, but they should be finalized tomorrow as well as being posted to the website. Thompson asked if the board wanted to leave the Deputy Code Enforcement Officer line item as is or increase it. The board discussed, noting the amount to increase and logistics if Beauregard wanted to take vacation time.

Gary Winn moved to amend the Deputy Code Enforcement Officer line item to \$14,082. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson noted there was an abatement that came in on Edgar Road for a demolished barn. Dave Marazoff believes it should be approved.

Fran Shippee moved to abate \$4,080 from the tax map 7E20-1 for tax year 2020. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Thompson stated there was another abatement for a fireplace, Marazoff thinks it should be abated. Shippee asked if every time a homeowner improves their property they could apply for an abatement. Thompson stated no. Gary recused himself and so this will have to be tabled to a future date.

Thompson stated at the last meeting, the abatement that was granted needs to have monetary amounts adjusted. Thompson stated that the board would have to cancel the previous abatement and issue for \$5,501. This abatement is for Tax Map 14 Lot A014.

Gary Winn moved to set aside the previous vote for abatement for \$3448.69 for Map 14 Lot A0014. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to abate \$5,501 for 2021 taxes on Map 14 Lot A0014. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to abate \$ 6,559.59 from Map 14 Lot A0014 for the 2015 lien balance. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Shippee asked about getting oaths of office for the boards and commissions; Shippee stated she is fine with having Thompson prepare the papers and then Shippee would deliver to the members house for signing. Winn noted he does not have any objections. Shippee noted she would take care of the reassignments.

LEGAL (red folder) -

PUBLIC COMMENT

None

ACCEPTANCE OF MINUTES – 01/13/2021

Fran Shippee moved to accept the 01/13/2021 minutes as amended. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

01/13/2021 #1 Non-Public

Fran Shippee moved to accept the Non-Public Session #1 minutes from 01/13/2021. The motion

was seconded by Gary Winn and passed unanimously by roll call vote.

The Next meeting will be held February 10th at 6:00 pm via Zoom.

Gary Winn moved to enter Non-Public Session #3 under RSA 91-A:3, II(a) for the purposes of discussing matters pertaining to the dismissal, promotion, or compensation of any public employee. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to leave Non-Public Session #3. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to seal the minutes from Non-Public session #3. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

ADJOURN

Gary Winn moved to adjourn at 10:35 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Respectfully submitted,

Jim Smith
Secretary to the Selectboard

Approved by:

Jeanny Aldrich, Chairman

Date




Fran Shippee



Date



Gary Winn



Date