

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

June 16, 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. Also in attendance were Fran Shippee, Kelli Hanzalik, Alissa Thompson, and Jim Barey.

Winn took roll; all members were present.

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

SUGGESTION BOX

Winn read a comment about Eric Eklof holding a yard sale causing traffic and safety issues.

Winn noted a zoning ordinance that does not allow yard sales on more than three days per year; also stating that this will be referred to the Code Enforcement Officer.

Winn read the second suggestion, from Ron Rzasa with comments on the Planning Board's attitude at their most recent meeting. Rzasa listed three suggestions: eliminating the EDC, investigating the terms for Planning Board members, and discussing with the Planning Board their attitude with applicants and being more helpful rather than confrontational. Winn stated all boards have terms to their appointments and the Selectboard must reappoint its members.

Winn read the third suggestion from Kate Day, noting that this was long enough to go under Correspondence. The letter listed suggestions for the Town Hall Annex, noting that there was no freezer, and the "meeting room" was too small to be used as such, as well as the Town Hall acoustics being abnormally loud. Day also included notes thanking the administrative personnel for their help in renting the Town Hall.

CORRESPONDENCE

Letter from Michael Frank-Winn read to express Frank's interest and qualifications to be the Town's representative to the Board of Trustees of Rescue Inc.

Shippee noted Frank had a lengthy resume and she would like to invite him to a meeting to discuss this further.

*Fran Shippee moved to have Michael Frank visit at an upcoming Board of Selectmen meeting.
The motion was seconded by Kelli Hanzalik.*

Discussion: Winn noted Frank had the appropriate background for this appointment.

The motion passed unanimously by roll call vote.

Winn asked Thompson to invite Frank in for an interview.

Letter from Federal Energy Regulatory Commission- Winn read this letter to John Raganese regarding hydroelectric projects. Winn stated this is a continued discussion of dam licensing. Winn stated that an invitation to a seat on the CT River Joint Commission (Wantastiquet River Subcommittee) was forwarded to the Conservation Commission. Hanzalik stated it was brought before the commission, but no one has stepped forward as of yet. Winn asked the public present to encourage anyone interested that this was an open seat.

Petition for Bathrooms at Beaches to be open longer-Winn read a petition requesting that the beach bathrooms be open from 9AM to dusk daily. Winn noted later discussion would occur on this topic.

PUBLIC COMMENT

Barbara Girs stated she agreed with what Ron Rzasa had written on the Planning Board. It was an embarrassment and abysmal the way the applicants were treated. Girs stated she thought James Corliss had disregarded the applicants and Joe Parisi acted like he was looking for a fight. Girs noted that Winn was the only voice of reason; she was expecting the applicants to leave and rescind their offer.

Bob Maibusch stated he sent an email to the Board of Selectmen the day after the last meeting regarding the board holding Non-public sessions at the end of the meetings since gaps of 30 to 40 minutes in the public meeting can cause a lapse in attention.

Jeff Scott stated he agrees with Girs and Maibusch. Scott stated the lake level is about six inches below the Loons nest. Scott asked if the Board of Selectmen would be discussing hybrid type meetings this evening. Winn responded that it is not on the agenda, but it is on everyone's mind. There have been some attempts at a hybrid type meeting with various results. Maibusch agreed with Scott. Winn stated the toughest thing he sees is that it may have to be a viewing only rather than a two-way interaction.

John Koopmann asked about any new policy on sharing the information on the Code Tracker with the community. Winn stated the Board of Selectmen had not made a new policy. Thompson stated she had contacted town counsel who recommended to continue redacting all personal information (identifiable portions of the report). Koopmann stated he used to see the tracker with names blocked out, but the violation and progress were still available. Winn and Thompson stated that type of document would be available. Hanzalik noted a lot of the updates would have names. Winn stated further discussion would be necessary. Girs stated if any entries were blatant disregard to Town regulations, it should be public. Girs stated that when a business is breaking regulations, does that business have any reasonable expectation of anonymity if they are breaking a regulation within the town. Thompson responded this was the way it was because of the possibility of litigation. Winn noted that more questions would be asked, and he fully understands everyone's concern and interest in this matter.

Winn asked the public to leave for Non-Public session.

Gary Winn moved to enter Non-Public session #1 per 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 seal the minutes to Non-Public session #1. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

WEEKLY REVIEW

Code Tracker- Winn stated that for entry 1 the Board of Selectmen should have received an email. The board confirmed they had.

Winn stated on entry 2 has not yet been forwarded. Thompson stated she had updated. Winn stated on entry 3 he is not sure it belongs on the Code Tracker as the place has been cleaned up. Thompson asked if it should be removed from the tracker. Winn stated if those issues have been resolved then it can be removed.

Shippee asked about an entry not on the tracker. Winn stated he had forwarded that concern to Thompson and from there to Beaugard. Winn stated he had found this in the December 2020 minutes. Winn stated he is not sure that it should be on the tracker just so the Board of Selectmen know that it is on Beaugard's list of priorities.

Gary Winn moved to enter Non-Public session #2 per 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 Kelli Hanzalik and passed unanimously by roll call vote.

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

FINANCIALS

Audit is underway for 2019 (setting date to come into office)-Thompson noted the auditor will be in the office on Wednesday June 23rd between 8:30 and 9AM.

Profit & Loss-Winn noted they are at the 46% for the year. Hanzalik asked about Selectmen's Office Help salary and if more were happening for Wastewater. Thompson explained that was part of it, but IT is also and there may be adjustments to make. Hanzalik asked about going over the budget later; Thompson stated she has an idea to discuss with the board.

Hanzalik asked about cemetery administration expense. Winn stated that was for advertising. Hanzalik asked about Officer Certification for Police at 132%. Thompson stated there were some things coded into categories they should not have been when they should have been in Officer Certification for Police. Thompson noted that Jodi Brown is now utilizing QuickBooks to perform deposits and payroll.

Shippee asked about Full-time overtime for the Police Department and if it would go over

budget. Hanzalik noted that some of that will come from the reimbursable details line. Thompson confirmed and noted she is processing all the details deposits.

Hanzalik asked about Forest Fire Vehicle Maintenance. Thompson stated this is all money the state reimburses for. Winn noted he understands this when it is a Chesterfield fire but questioned why Chesterfield would be responsible for an outside fire, noting an example in Westmoreland. Thompson stated this is why the Forest Ranger needs to sign off before the state reimburses the town.

Winn asked about Treasurer's Expense. Thompson stated it is mostly ink for the Treasurer's printer, as well as work for the Supervisor's of the Checklist.

Winn asked about Code Enforcement, Deputy Code Enforcement Officer showing unspent, and he has signed manifests that show otherwise. Thompson stated she would check and make sure it was not stuck under Code Enforcement Officer salary.

Winn asked about Ware's Grove Telephone. Thompson explained the internet is in with that because of the highspeed internet for the credit card machine at the Snack Shack.

Winn asked about North Shore plumbing and a damaged valve. Thompson stated North Shore would go over due to figures needing to be corrected.

Winn asked about Covid-19 Expenses. Thompson stated it needed to be tracked differently; anything that is Covid expenses is in the 7000 line; the Town has received the full amount from the CARES act.

GUEST: 7:30PM-Mary Ewell-EDC-Winn noted that Ewell had applied for being on the Economic Development Committee, with an extensive resume. Winn stated there have been affirmative vocal comments from current board members for her addition.

Ewell stated she had spent the last several years in activities more centered towards Keene and Peterborough and she would like to return to the Chesterfield community. She hopes to hear more about Community Power at some point.

Shippee asked how long Ewell had lived in Chesterfield; Ewell responded four years, noting that was long enough to understand the community and municipal government.

Hanzalik asked about Ewell's comfort with the time commitment. Ewell stated she is not working right now and so has the availability.

Fran Shippee moved to appoint Mary Ewell to the Economic Development Committee. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Thompson stated she would do the appointment paperwork for Ewell; once signed it will go to Barbara Girs and Thompson will email Ewell to come in for swearing in.

OLD BUSINESS

Tax Lien Notice from Tax Collector-Winn stated the Board of Selectmen were given an update from two weeks ago. The board discussed with Thompson each entry and the status of the liens.

The board discussed sending a letter of notice to the delinquent entries sent by Thompson on June 15th.

Fran Shippee moved to abate the interest on Tax Map 13, lot H035.3, and Map 13C, lots C015 and C016 2018 taxes dependent on payment of full amount due on a five-month payment schedule. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Thompson stated this would be moved down to Tabled to a Future Date.

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

The board took a 5-minute break.

Marsh House Update-Winn stated the application has gone before the Planning Board for a site plan review. New England Heritage are approved barring a proposed plan showing the sign location. The Planning Board asked for a statement saying there would be no alcohol or tobacco sales. Winn noted the upstairs housing portion was not discussed, more focus was on the café. The board noted discussion on taking alcohol or tobacco consumption from the condition to state “while in the café.” Winn noted that this would be a place where some community businesses could display or sell but this would deny Copper Cannon at least from displaying and selling their products.

Scott stated he would hate if the motion from the Planning Board were any more restrictive than it already is.

Scott asked what ‘premises’ encompassed; Winn responded the building and the land it resided on outlined on the plan.

Winn noted it was a consensus for the Board of Selectmen that Shippee express the suggestion to remove the word “consume” from the Planning Board minutes and motion.

Scott asked about a closing date. Winn stated they could set one up, the applicants have until June 30th. Scott asked if the signing of the contracts would have to occur at a Board of Selectmen meeting. Thompson responded that they would need to come see her; no need for a meeting.

Kelli Hanzalik moved to authorize Alissa Thompson to sign on behalf of the Board of Selectmen for the Marsh House deal and set a closing date any time after Monday, 06/21/2021. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Letter from Richard Diesl-Bennet Road-Thompson stated Diesl has been in twice since no contact has been made yet. Winn stated he discussed with the Police Chief (since he was heavily involved) and he thinks that Chris Lord and himself should visually inspect what Diesl’s plans

propose before approving; in the past that has been part of the issue. Thompson noted she had requested Diesl acquire all abutters signatures approving this proposal. Thompson asked who would be performing the work; noting that the Board of Selectmen could require that Diesl hire a professional engineer and contracting company.

Gary Winn moved that Richard Diesl retain the services of a professional engineer to assess his areas of concern and to have the work done per the engineer's specifications and certified by said engineer and approved by all the residents who access Bennet Road. Part of the engineering purview should be to minimize runoff from this project going down to Route 63. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson will contact Diesl tomorrow.

Covid-19-Masks & Social Distancing-The board discussed wearing masks in the Town Offices. Winn asked about putting up a sign noting current CDC recommendations. Thompson and Barey will put new signs up.

Winn asked if Covid cleaning was still necessary. The board agreed to return to the standard cleaning routine.

NEW BUSINESS

Employee Only Signs for Certain Offices-Winn stated this item is referring to a response to First Amendment Auditors. Thompson explained this request for Tax Collector door, the Treasurer's door, Town Clerk's office, and the garage part of the Highway department. Winn suggested putting it on the door to the hallway to the records rooms and the Treasurer's office. The board agreed with all suggestions.

Highway Department Hiring-Thompson stated Lord was having difficulties finding anyone to hire that meets the requirements (CDL) and can accept the current low rate of pay. Thompson stated Lord suggested hiring someone without a CDL certification, and then pay to have them certified. The average applicant that has come in has requested a pay range of \$20 to \$30 per hour. Winn asked if the one ton trucks required a CDL to operate. Thompson stated no. Winn continued, stating that someone could be hired without a CDL and they could drive one of the one-ton trucks under supervision. Hanzalik asked, since Lord has not been able to hire, could the extra salary budget be used to up the starting pay for a new hire. Thompson cautioned about its effects on those with tenure and certifications.

Winn stated if Lord could find someone without CDL they would still be a useful employee and suggested removing that requirement. The board agreed.

OTHER BUSINESS

Dog Registrations- Winn read from the warrant explaining the consequences of residents not registering their dogs on time. Winn explained the motion would be to forward this warrant to the Police Department.

Gary Winn moved that the Town collect the fees due to the Town of Chesterfield, to be turned over to the Town Clerk, or seize any unlicensed dog for holding in an appropriate facility. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Gary Winn moved to expend \$153,783 out of the Highway Heavy Equipment Capital Reserve Fund for Warrant Article #8 for the John Deere loader. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Gary Winn moved to release \$15,490 from the Police Department Equipment Capital Reserve Fund for Warrant Article #19 for the radar trailer. The motion was seconded by Kelli Hanzlik and passed unanimously by roll call vote.

Gary Winn moved to release \$6,500 from the Town Buildings and Maintenance Capital Reserve Fund for Warrant article #13 for the roof on the concession stand at Wares Grove. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Thompson noted if the Town wants to request the funds for the American Rescue plan they need to do so by August 18th. The first round would be \$189,854 and the next installment would be in two years. Shippee asked what that could be spent on. The board discussed the possibilities and options for putting a new recreation building up with these monies.

Thompson stated she could request the funds today but it would have to be requested by August 18th in order to be received. The plan could be submitted later. Thompson stated she believes the total was for \$330,000.

Gary Winn moved to apply for the American Rescue Plan funding. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson asked if it was okay to release the Suggestion from Ron Rzasa to the Planning Board. The board agreed it was fine.

Winn noted the Zoning Board of Adjustment has had a couple contentious cases come up although they have all been settled and decided. Winn also noted that the Zoning Board is in need of more members.

Winn stated John Zannotti will be resigning as OEM Director in September of 2021, noting Zannotti has decided it does not match his skill set. The Hazard Mitigation Plan is nearly complete. Winn stated if the Board of Selectmen know anyone who would like the position, to recommend them.

Winn asked if anything had been brought up about James Hancock being added to the Planning Board. Thompson stated no. Shippee suggested Hancock as a good candidate for OEM. The board agreed to not go forward with Hancock's request to join the Planning Board.

Winn stated the Cemetery Commission is trying to go through the old records and have found the storage of their documents is overhead in the Highway barn in bankers' boxes that have been crushed. The question is which records are necessary to keep and whether there needs to be a duplicate stored. The board discussed various places to store said records, noting the basement of the Town Offices. Winn noted that Neil Jeness has turned over sales of Cemetery lots to Margaret Winn.

Gary Winn moved to enter Non-Public session #4 under RSA 91-A:3 II(c) for the purposes of discussing matters that, if discussed in public, would adversely affect the reputation of someone other than a member of the public body. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Gary Winn moved to seal the Non-Public session #4 minutes. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

PUBLIC COMMENT

Jeff Scott noted that in live-person meetings, the Board of Selectmen are difficult to hear while conducting the meeting.

ACCEPTANCE OF MINUTES

06/02/2021

Fran Shippee moved to accept the 06/02/2021 minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

06/02/2021 Non-Public #1

Kelli Hanzalik moved to accept the 06/02/2021 Non-Public session #1 mins as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

06/02/2021 Non-Public #2

Kelli Hanzalik moved to accept the 06/02/2021 Non-Public session #2 minutes as written. The motion was seconded by Frank Shippee and passed unanimously by roll call vote.

06/02/2021 Non-Public #3

Kelli Hanzalik moved to accept the 06/02/2021 Non-Public session #3 minutes as written. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

06/02/2021 Non-Public #4

Kelli Hanzalik moved to accept the 06/02/2021 Non-Public session #4 minutes as written. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

06/06/2021

Fran Shippee moved to accept the 06/06/2021 Working Meeting minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously by roll call vote.

Shippee asked about the Civic Plus bill and if it was resolved. Thompson stated there is a meeting date set for the 23rd going through what kind of site would be preferred.

Shippee asked whether Mike Plante would be interested in haying the field behind the Library. Thompson responded she would contact him and ask.

The Next meeting will be held June 30th at 6:00PM in the Jon McKeon Meeting Room at the Town Offices.

ADJOURN

Kelli Hanzalik moved to adjourn the meeting at 11:43PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Respectfully submitted,

Jim Barey
Board of Selectmen Secretary

Approved by:



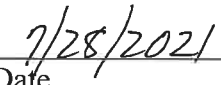
Gary Winn, Chairman



Date



Fran Shippee



Date

Kelli Hanzalik

Date