

Board of Selectmen's Meeting

MINUTES

April 22, 2020

This meeting may be recorded

Jeanny Aldrich, Chairman, opened the meeting at 6:02 P.M. Also, in attendance, were Fran Shippee, Norm VanCor, Alissa Thompson and Dara Carleton.

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 password 358120738 or by clicking on the following website address: <https://us04web.zoom.us/j/358120738>

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 603-499-6534 or email at: Selectman-b@nhchesterfield.com.

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

In the event 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: There were no suggestions in the box this week.

WEEKLY REVIEW:

Code Enforcement Tracker

The Board of Selectmen reviewed the Code Enforcement Tracker Report. VanCor again requested a report containing a running total of building permits by type, certificates of occupancy, and violations for this year compared to last year. This task also needs to be done for the annual report and gives us an idea of the level of activity in town. Aldrich requested that Thompson speak with the Code Enforcement Officer, Ted Athanasopoulos, about providing the report.

Shippee noted that she saw two violations for 80 Main Street and questioned if the violations were for the same house but two different situations. It was noted that they were.

Parks & Rec Executive Director Report

The Board of Selectmen reviewed the report from Samantha Hill, Director of Parks and Recreation. Aldrich suggested this item be removed from the agenda. VanCor agreed with Aldrich. Shippee requested the Director's report be made available and Aldrich noted that Hill would provide a quarterly report like the other department heads. Aldrich requested that Thompson set up a quarterly schedule with Hill and remove this item from the agenda.

PUBLIC COMMENT: Jeff Scott stated that the Farmer's Market is slated to start on May 23. He noted that Keene is starting theirs this Saturday and Scott has a copy of their guidelines. Aldrich stated that, as a reminder, there are still no gatherings for more than ten people in one spot and it is important to let people know to stand 6' away from other people. Scott stated that there will be signs at the Market and information will be on Facebook with rules and expectations. Scott also requested that people use their full names in virtual meetings and/or show their faces. The Board does not believe they can make those demands on people.

John Koopman suggested that if the Town is trying to do a soft opening of Town facilities that they open Wares Grove Beach to town residents only. He also commented about the first virtual Planning Board meeting and stated that he was very disappointed with number of people that attended.

OLD BUSINESS:

Town Hall Annex Plans: Aldrich received an email from Jon McKeon in reference to the punch list and will forward that to the other Board members.

Progress on erosion issue on Town owned beaches

VanCor stated we are making progress and noted that he spoke 2-3 times this week with Ryan Hoag of Rawson Construction. Materials should be in by the end of the week and work is scheduled for the approved stream restoration plans from DES on April 29. Attorney Ratigan conveyed that to Martini's attorney. Work will be done subject to weather.

Covid-19

VanCor stated that he went over the NHMA form to document Town expenses associated with Covid-19 emergency orders with Mike Chamberlin, of OEM, who put together some figures. VanCor will review the numbers with Chamberlin and put them into the form that NHMA sent us. Shippee will contact Thompson, Barbara Girs, the Town Clerk, and possibly Interware IT Company for some of those figures.

Aldrich stated that Lachenal is still working on the policy for the process of leaving and coming back to work concerning Covid-19.

The Board of Selectmen touched upon the possible needs of the Town Clerk for upcoming elections. Shippee will reach out to Girs to see what might be needed.

VanCor noted that the NHMA announcement board online has most of the information on Town Meetings as it comes out and is a good resource to look at frequently.

IT Bids

Thompson stated that she has not received any bids back yet. Aldrich stated that we need to set a deadline as this has been dragging on. It was noted that we should contact another company if we do not have the bid in a timely manner from WorldWide IT.

Electronic Signature Program

It was noted Attorney Steven Buckley, with NHMA, stated that the time stamp on electronic signatures is not necessary.

Aldrich moved to purchase Acrobat Pro DC for \$179.88 per year plus tax. VanCor seconded.

Discussion: VanCor questioned if what we are purchasing is secure and if signatures could be stolen. Aldrich stated that the NHMA noted that this is what is being used by many municipalities in New Hampshire currently.

The motion passed by unanimous roll call vote.

Wastewater Disposal System Regulation

It was noted that this agreement with the city of Keene enables the Town to meet the state regulations for septage disposal at no cost to us.

Aldrich motioned to accept and sign the Septage Disposal Agreement with the City of Keene. Shippee seconded and it passed by unanimous roll call vote.

Broadband amendment

The changes that were discussed will be made and the document should be ready to sign next week.

Guests:

Attorney Eric Maher, DTC Camp Spofford at 6:40 PM. The Board entered into a non-meeting session which can be done when conferring with council.

Brad Roscoe 7:19 PM:

The Board of Selectmen and Brad Roscoe, Town Moderator, had a brief discussion on the presentation of the Warrant Articles for Town Meeting. It was noted that Roscoe suggested grouping a few of the Articles together. Roscoe questioned what sanitizing and social distancing measures would be put in place. Roscoe pointed out there may be issues with counting ballots by hand and passing around a shared microphone due to Covid-19. All agreed no food should be served. The Board of Selectmen noted that the assignment of articles for Town Meeting presentation purposes, needs to be re-done.

NEW BUSINESS:

Police Department Recruiting: Duane Chickering, Chief of Police, sent an email to the Board of Selectmen with detailed information on the cost of hiring new officers. A discussion took place about certified officers vs. non-certified officers. It was noted that Chesterfield cannot compete with larger cities for pay or amenities, but we do offer more training than most police departments. Shippee questioned why the Town cannot pay our officers more money. Aldrich also questioned if the Town could pay more to keep officers and requested figures from Thompson. It was also noted that part of the problem with officer retention is the requirement of living within fifteen minutes of town and living in New Hampshire only due to required response times. Aldrich requested this issue be tabled until next week in order to have Thompson research pay figures. Chickering stated that the police department should be looking for officers that have NH certification or reciprocity. VanCor agreed

with Chickering's suggestions and stated that Chickering should meet with Thompson to discuss an appropriate ad for hiring an officer. Thompson will contact Chickering tomorrow.

Chesterfield Happenings: Shippee will work with Carleton on the Happenings and asked what the Board's article should focus on this month. Shippee also requested that the Happenings include information about locals who have volunteered for the Town that have passed away. VanCor and Aldrich stated that they do not have an issue with that.

Lions Club Request: VanCor explained that the Club will be selling tee-shirts in part to benefit the Frontline First Responders Fund. The Lion's Club asked that the Town place a notice about this in the Chesterfield Happenings and on our website. Aldrich expressed concern about selling items through the Happenings. VanCor stated the Lion's Club is doing this directly for the benefit of the Town. There would be a link for those interested to buy directly from the company. The cost is \$19.00, with \$10.00 going to the Chesterfield Fund.

Aldrich moved to allow the Lion's Club to be able to advertise tee-shirts for sale to benefit the Frontline First Responders Fund in the Chesterfield Happenings. VanCor seconded. There was a brief discussion. The Board of Selectmen took a roll call vote. VanCor voted yes, Aldrich voted no and Shippee voted no. The motion did not pass.

Report Swanzey ZBA: VanCor stated that the Town received plans and a copy of an application to the Swanzey ZBA. The purpose was to notify the Town as an abutter and let us know the application is for a large housing complex with regional impact. Aldrich suggested VanCor write a letter of support to the Swanzey ZBA.

OTHER BUSINESS:

PUBLIC COMMENT: None

ACCEPTANCE OF MINUTES

Aldrich moved to accept the April 1, 2020 minutes as amended. Shippee seconded and it passed by unanimous roll call vote.

Aldrich moved to accept the April 5, 2020 minutes as amended. VanCor seconded and it passed by unanimous roll call vote.

VanCor moved to accept the April 8, 2020 minutes as amended. Shippee seconded and it passed by unanimous roll call vote.

Shippee moved to accept the April 15, 2020 minutes as amended. VanCor seconded and it passed by unanimous roll call vote.

At 8:38 PM Aldrich moved to enter into non-public session under RSA 91-A:3, IIa – the dismissal, promotion or compensation of any public employee. Shippee seconded and it passed unanimously by roll call vote.

At 9:20 PM Aldrich moved to come out of non-public session under RSA 91-A:3, IIa – the dismissal, promotion or compensation of any public employee. Shippee seconded and it passed unanimously by roll call vote.

At 9:34 PM Aldrich moved to enter into non-public session under RSA 91-A:3, IIa – the dismissal, promotion or compensation of any public employee. Shippee seconded and it passed unanimously by roll call vote.

At 9:45 PM Aldrich moved to come out of non-public session under RSA 91-A:3, IIa – the dismissal, promotion or compensation of any public employee. Shippee seconded and it passed unanimously by roll call vote.

At 9:46 PM Aldrich moved to enter into non-public session under RSA 91-A:3, IIa – the dismissal, promotion or compensation of any public employee. Shippee seconded and it passed unanimously by roll call vote.

At 9:54 PM Aldrich moved to come out of non-public session under RSA 91-A:3, IIa – the dismissal, promotion or compensation of any public employee. VanCor seconded and it passed unanimously by roll call vote.

ADJOURN

Aldrich moved to adjourn at 9:55pm. VanCor seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted,

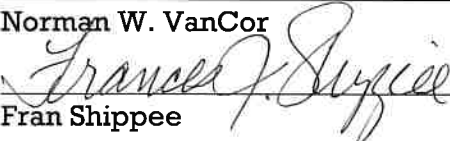
Dara Carleton
Secretary to the Board of Selectmen

Approved by:



Jeanny Aldrich, Chairman

4/30/2020
Date

Norman W. VanCor


Fran Shippee

Date
4.30.20
Date