

**TOWN OF CHESTERFIELD
SELECTMEN'S MEETING MINUTES
APRIL 3, 2019**

CALL TO ORDER: Norm VanCor called the meeting to order at 6:01 PM. In attendance were Jeanny Aldrich, Alissa Thompson and Susan Rigg. Jon McKeon was absent.

SUGGESTION BOX: A printed email from John Pieper dated 3/28/2019 suggested the Town allow hazardous material at the transfer station from Town residents. When enough is collected the Town can transfer it to Keene to make it more convenient for the residents.

An anonymous note suggested the Selectmen should determine the hours the Road Agent works.

OLD BUSINESS:

Town Hall Annex Plans-VanCor said there is a meeting scheduled with the D.A. Brothers on April 17th to discuss this project.

Progress on erosion issue on town owned beaches: VanCor said Rawson Construction has begun construction. The Town is still trying to obtain the Wetland permits and the work will have to wait on that area until the permits are received. Pam Walton of the Conservation Commission signed off on the plan and the DES has up to 75 days to complete the permit, said VanCor.

Legislative Bulletin: General discussion about the Third Party Inspection Bill, Solid Waste Reporting Bill and Net Metering Bill. No action was taken.

GUESTS:

- Senator Jay Kahn
- Joseph Mollica- Chairman of the NH Liquor Commission;
- Andrew Davis -Real Estate and Leasing for the Liquor Commission.

Senator Kahn said they have come to discuss the potential for expanding the liquor store at the NH/VT State Line to include a retail operation which would showcase New Hampshire Products. Senator Kahn said this is a great time to discuss the direction of the project as the Capital Budget has been adopted and is awaiting final vote in the State Legislature. Senator Kahn said he would like guidance to explore the plans for the addition to the liquor store.

Chairman Mollica suggested a Non-Profit Organization would operate at the location and offer New Hampshire products for sale. The Liquor Commission would charge the Non Profit a minimal rent. Similar stores are already operational in the towns of Hookset and Hampton. The Liquor Commission will put out an RFP to Non Profit Organizations to accept bids for the operation of the store and the types of products to be offered.

Andrew Davis manages Real Estate and Leasing for the Liquor Commission. He provided conceptual drawings of the potential building. The New Hampshire product store would be approximately 800 square feet. An RFP will be sent out for the construction of the addition. The tenant would be responsible to build the interior of the space.

After discussion about the types of Non Profits to be invited to bid, Senator Kahn suggested they can be flexible when organizing the RFP. All types of Non-Profits, including a private/public partnership, would be considered. The goal is to showcase the region and its offerings. They will accept suggestions from the Town for the use of the space.

Aldrich suggested a kiosk of some type to highlight the area in addition to the new store. VanCor said this was initially considered as a Welcome Center. He is concerned about the State providing the building, but the Town then has to provide the services to it. Aldrich asked if there has been discussion with Brattleboro, VT regarding the traffic in that area. Mollica said they do not have control over the traffic.

VanCor stated he is concerned that Chesterfield does not get much in return for this site. He wants to be sure Chesterfield has a say in the process and potential profits. Mollica stated that the money the Liquor Commission makes goes back to the towns of New Hampshire. Mollica further stated that they have flexibility in writing the Non Profit RFP, it can be written to require the inclusion of products from the local town. Also, the Town could have input to the RFP. The RFP is reviewed by many different entities, both private and public; the Liquor Commission is not alone in making the decision.

VanCor asked if there will be opportunity for local contractors to bid on construction. Andrew said this would be an open RFP and the cost will be in the \$250,000 range so larger state-wide contractors may not be interested in bidding. VanCor said he thinks the concept is wonderful, but Chesterfield would like to benefit from this opportunity. Senator Kahn said he understands the town wants to see a benefit. He then said in summary that a funding source has to be reviewed and when the source is granted they would move forward with drafting the Request for Proposal. Senator Kahn said he appreciated the local interest. VanCor and Aldrich encouraged him to pursue this project.

PUBLIC COMMENT: Barbara Girs said she thinks the town has to be sure the Senator and Liquor Commission are pressed about the traffic in the area of the store on Route 9. Increasing incoming and outgoing traffic will only add to the existing problem of congestion in the area. John Pieper said he agrees that traffic is terrible. He does not believe people will stop specifically for the gift store; this is just a way to increase liquor sales, he stated. Christine Dufresne said she likes the proposal, but does not think the business generated will be great.

GUESTS (Continued): VanCor said Debbie Bokum and Faith Mba will each attend a meeting of the committee they wish to join and will be invited back at a later date. (Bokum- Parks & Rec; Mba- EDC).

NEW BUSINESS: Demolition of Historic Places: Aldrich has reviewed information from other states and towns with regard to the protection of old buildings. VanCor suggested the information gathered be sent to all Town Boards and Committees to solicit feedback. Aldrich will write up an explanation and email the information to Thompson for distribution to the other boards and committees.

Thompson reviewed a letter from Total Notice, LLC. They would like to change the timing of the Town property liens to mid-summer. Total Notice is hired to investigate deeds and liens. If we accept the change in timing they will reduce our cost from \$15 to \$14 per lien. Ken Cook (new Tax Collector) did not express any opinion. Thompson called other towns and determined they use Total Notice, LLC. to protect the town in case of errors made in the process.

Aldrich made a motion to hire Total Notice, LLC. and accept their change of date to tax liens being executed after June 15, 2019. Vancor seconded the motion and it was approved unanimously by roll call vote.

Thompson advised the minutes of the February 28, 2019 Broadband Hearing need to be amended. The RSA noted at the hearing was RSA 33:3. However, the proper RSA is RSA 33:8(a):

- **33:8-a Procedure for Authorizing Bonds or Notes in Excess of \$100,000. –**

I. There shall be at least one public hearing concerning any proposed municipal bond or note issue in excess of \$100,000 held before the governing board of any municipality. Said hearing shall be held at least 15 days, but not more than 60 days prior to the meeting, or adjourned session thereof, at which the bond or note issued is to be voted upon. Notice of the time, place and subject of such hearing shall be published in a newspaper of

general circulation in the municipality at least 7 days before it is held. Whenever possible the governing board shall determine the form of the warrant article after the public hearing.

II. All articles appearing in the warrant which propose a bond or note issue exceeding \$100,000 shall appear in consecutive numerical order and shall be acted upon prior to other business except the election of officers, action on the adoption, revision, or amendment of a municipal charter, and zoning matters or as otherwise determined by the voters at the meeting. Polls shall remain open and ballots shall be accepted by the moderator on each such article, for a period of not less than one hour following the completion of discussion on each respective article. A separate ballot box shall be provided for each bond article to be voted upon pursuant to this section.

III. The provisions of this section shall not apply to cities nor to any borrowing under the authority of RSA 33:7, relative to tax anticipation notes.

IV. Upon favorable approval on the motion to reconsider the vote on a bond or note issue under paragraphs I and II, actual reconsideration of the bond issue shall not take place until the expiration of at least 7 days from the date on which the original vote on the motion was taken. Notice of time and place where such reconsideration shall take place shall be published in a newspaper of general circulation in the municipality at least 2 days before the reconsideration vote. Wherever required, the provisions of RSA 33:8-a shall apply.

V. Bonding authority under this section may be limited or rescinded as provided in RSA 33:8-f.

VanCor moved to amend the minutes of 2-28-19, in the first paragraph, to say our motion was intended to reference 33:8(a). Aldrich seconded the motion and it was unanimously approved by roll call vote.

Contract for Diana Warhall Swim Lessons: VanCor said the Parks & Rec Commission has reviewed the contract and amendments were made after VanCor met with the Commission. Aldrich said next year she would like to address the timing of swim lessons, the lessons should not be held during the middle of the day. Aldrich does not want to take away authority from the Parks & Rec Commission, but this is an issue for next year. VanCor said this is a contract with the Selectboard, and can be modified by the Selectboard.

OTHER BUSINESS: VanCor said at the Town Meeting the Selectboard was authorized to purchase a truck for the Highway Dept with funds from the Capital Reserve Fund. Chris Lord received bids from Western Star, Freightliner and International. Lord recommends choosing the Western Star bid. He said International trucks do not retain their value as well as Western Star trucks. Western Star is offering a better trade in value and will allow the Town to continue using the trade until the new vehicle arrives. Western Star includes an enhanced salt package which will save about 2/3 of the salt currently used with the new spreader.

VanCor made a motion to authorize Chris Lord to purchase the Western Star truck for \$151,652. Aldrich seconded the motion. With discussion, VanCor said this is \$15,000 under budget. The motion was approved unanimously by roll call vote.

North Shore Roof Project: To review, VanCor said the original contract was for a metal roof to be installed over the existing roof without removing the underlayment. The project was put on hold because no one knew the condition of the underlayment. The contractor (Craig Finnell) agreed to strip everything off the roof for an additional \$500. VanCor said Lord agrees this is fair.

VanCor moved to have an amendment to the contract that would have Craig Finnell strip the roofing and remove it for an additional \$500 to the contract that was signed on February 9, 2019. Aldrich seconded the motion and it was approved unanimously by roll call vote.

In regard to John Pieper's suggestion about hazardous waste: Aldrich said we pay Keene \$4,300 per year to take this waste. The suggestion would take a person off the job for 1.5 hours, for which they are not trained. She does not

think it is fiscally responsible. VanCor said over 20 towns don't manage their own hazardous waste because of the need for licensing, the need for the special vehicles, liability to the town, and the training of staff.

NHMA: Thompson said the "Right to Know" class is scheduled for May 22nd. Thompson would like a head-count because materials will be provided.

SWRPC: VanCor said the Town entered into an agreement with Southwest Regional Planning Commission (SWRPC) to inventory the Town culverts. The inventory was completed but no report was sent. Thompson will follow up with her contact at the SWRPC for the report.

PUBLIC COMMENT: John Pieper asked to be allowed to clarify his logic regarding his hazardous material comments. He stated the Town pays a fee to Keene to allow the town residents to take hazardous materials there. He would like to consolidate by having one trip by one employee, versus multiple trips by individual residents. There should not be an additional cost to Keene. In terms of safety, his truck is not approved for hazmat transfer. He thinks the town can do a better job of this than he can.

John Pieper asked if it is appropriate for a town resident to send a message for the suggestion box via email. VanCor said incoming emails would be considered as correspondence.

CORRESPONDENCE: The local Girl Scout Troop thanked the Town for letting them sell cookies on premises. Monadnock Family Services thanked the Town for the donation of \$4,505.

ACCEPTANCE OF MINUTES: VanCor made a motion to accept the minutes of 03.27.2019 as amended. Aldrich seconded the motion and it was approved by unanimous roll call vote.

ADJOURN: With no further business to discuss, VanCor made a motion to adjourn at 7:54 PM, Aldrich seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted:

Susan Rigg, Secretary to the Selectmen

Approved:

Jon P. McKeon, Chair

Date:

Norman VanCor

Date:

Jeanny Aldrich

Date: