

Board of Selectmen's Meeting

MINUTES

February 19, 2020

VanCor opened the meeting at 6:12 P.M. Also, in attendance, were Alissa Thompson and Dara Carleton. Chairman, Jon McKeon is away and will join the meeting via phone.

VanCor moved to invite McKeon to the meeting via telephone. Aldrich seconded the motion and it passed by unanimous roll call vote.

SUGGESTION BOX:

There were no suggestions in the box this week.

WEEKLY REVIEW:

Code Enforcement Tracker

Code Enforcement Officer, Ted Athanasopoulos is on vacation.

Aldrich stated the report on Bob Leach noted Attorney Ratigan will send a letter to order Leach to move the oil barrel in question. It was also noted a new case was opened against him due to a tenant complaint that the minimum housing standards are not being met and there is no secondary means of escape.

Athanasopoulos noted in his report that he made a site visit to Anthony Martini's property February 14 and believes the tenant that was required to vacate the camper on the Martini property has vacated.

There was a report on Robin Rahe stating they have a hazardous and dilapidated building.

Parks & Rec Executive Director Report

Thompson had a discussion with Samantha Hill, the Parks and Recreation Director, in regard to the hiring of a supplemental staff member for the before-school care program. It was noted that this program is self-funded. Participants would cover the cost of the extra person/new hire. McKeon questioned if the volume is at a point that one would need another staff person. Thompson stated there are 17 children participating in the program and not all 17 are there each day.

It was noted in the report that Parks and Recreation has chosen their logo for tee shirts this summer.

PUBLIC COMMENT:

Jeff Scott would like to touch upon the September 9 Pine Grove Golf Course Planning Board meeting. His suggestion was, when someone comes forward with an application of this magnitude, perhaps the Board should take a step back before they decide on the case, seek legal help and walk the property as a group. It was noted citizens had a 30-day period to add public input and that there is no public comment during Planning Board meetings.

GUESTS:

Stacey Cibula of the Monadnock Conservancy and Bruce Jacobs of the Chesterfield Conservation Commission came to give update on the Lucky Evans project and to provide the Board of Selectmen

with a copy of the easement documents. Cibula noted this took three years of work and she is excited to be at this point. Lucky Evans is in attendance as well. Cibula stated the Town agreed to contribute \$20,000.00 from the Conservation Fund. Cibula noted that if the Monadnock Conservancy ceases to exist, the Town of Chesterfield would need to be the primary holder of the conservation easement. McKeon noted he cannot sign right now as he is away and would like to have another week to review it. Cibula noted, in addition to the Board of Selectmen signing, other interest holders have to sign as well.

VanCor noted the easement document was lengthy and he wanted to read and review it this week and would be prepared to sign at next week's Board of Selectmen meeting. Cibula noted she has a copy with her and would leave it for signatures. She stated she is happy to come back to answer questions. Thompson stated she would drop the easement documents off to Cibula in Keene once it is signed.

VanCor questioned public access to the property. It was noted, by statute, the easement must allow public access for non-motorized recreation, and that Evans and future landowners would not be able to post against that use unless it gets in the way of agricultural uses. Cibula noted it allows the public to use the property but does not specify access, entrance, or development of parking lots. It allows access but doesn't create access.

Jacobs noted once the easement is official, they will discuss how to advertise to the public. Cibula noted Evans expressed interest in a star gazing party. Evans stated that due to the nesting season of bobolinks and people concerned about ticks in high grass, an event like that should occur after it has been hayed to make an open field. The Board of Selectmen thanked everyone for their good work

VanCor questioned if there were any other steps that need to be taken. Cibula stated after the documents are signed and the easement is recorded, she will send an invoice for the \$20,000.00 contribution. Cibula thanked the Town for its generous support. VanCor stated to Evans that the Board would be anxious to hear from him as to how to get people involved in going there. He noted possibly a tie-in with Chesterfield Parks and Recreation.

OLD BUSINESS:

Town Hall Annex Plans

McKeon stated that we have a little bit of movement; DA Brothers sent back to us a revised requisition along with electronic copies of all of the owner manuals for items installed during the project. McKeon noted he sent a letter to Dan at DA Brothers stating the Board of Selectmen wants them to complete the project by the end of this month. If everything is not taken care of, the Board will provide them with a notice to cure within a 14-day period. If it is not completed by then there are other remedies the Town can take, to include hiring someone else.

VanCor questioned the punch list in relation to the notice to cure. He questioned if the Board of Selectmen pick and choose items on the punch list or include it in its entirety. McKeon stated it could include the whole list or provide relief from certain items if we feel it would be better to be completed at a later date.

Aldrich asked about Steve Dumont and the video recording of the hood alarm test. McKeon stated it is not settled or signed off. McKeon noted DA Brothers is developing a completion sheet for all of

them to sign off on. Thompson noted there is an issue with too much outside air coming in through the hood and that they need to adjust the pulley system so the damper is not completely open. Aldrich noted this needs to be done by the installer. McKeon requested Aldrich send that information to him. VanCor noted during the Primary Election, he noticed a heater is needed for the hood. McKeon stated that is what Aldrich is talking about. The damper allows 0-100% outside air. The damper should be closed to 60% from 100%. He noted this is a newer type of hood and should mitigate some of the cool air coming in. It should warm up as it comes through the unit. If that doesn't work, the Town may install a small duct heater. Aldrich noted the heat exchange will not cool the air.

VanCor asked if McKeon updated the punch list to include the front door hardware, and the fact that there are only two outlets in the kitchen. Aldrich noted she was concerned about having no outlets on the other side wall and asked what they were going to do about that.

Former Town Office Plans

Jay, the potential purchaser, is waiting for McKeon's answer to his third question which deals with language within the purchase and sale agreement in reference to items that are required/restricted on the property. McKeon noted he is in contact with the Town's contracted assessor, Dave Marazoff to help answer that question.

Progress on erosion issue on town owned beaches

VanCor stated that a letter was sent to the attorney representing the estate of Anthony Martini giving them until March 1 to respond to our request for permission to go onto their property for stream reconstruction.

Warrant Article Distribution

The Board of Selectmen reviewed the Warrant Articles. McKeon noted each article has a Selectmen assigned to it, and that person should be prepared to address questions related to that Article. The other two Selectmen will be there in a supportive role.

VanCor questioned if Susan Newcomer was still coming before the Board of Selectmen next week. McKeon requested Thompson send the Warrant Article assignments to her so that she is prepared.

For presentation purposes, McKeon and Thompson calculated the values of property around Lake Spofford. McKeon sent this information to VanCor and noted those properties are 22.49% of the Town's tax base. If something were to happen to Spofford Lake, it would place a \$34,000,000.00 burden on the rest of the town. McKeon noted the value of Spofford Lake was removed from the above figure.

VanCor is meeting with Bayard Tracy Friday, and if McKeon is agreeable, VanCor would like to take the lead at Town Meeting, say a few words, and introduce Tracy to make a presentation on the Spofford Lake article.

NEW BUSINESS:

Thompson noted someone who wants to potentially rent the Town Hall submitted questions that need to be answered. The first was if a meat smoker could be placed in the parking lot outside the

Town Hall. The Board of Selectmen denied that no cooking should be done outside the Town Hall when someone is renting that space. The potential renter also questioned if a small dog would be allowed inside Town Hall. It was noted the Town has a dog policy for town buildings.

OTHER BUSINESS:

Aldrich noted that Tricia Lachenal has an opportunity to attend an IT certification class and noted it would be a good idea for Lachenal to attend. Aldrich noted the classes cost \$50.00 per month and allows you to take the classes at your own speed. She also noted it would take about a year to work through all the classes. Aldrich is considering taking the course as well. McKeon stated he believes the Town will recoup the \$600.00 investment quickly and questioned if Lachenal should be paid for her time. Aldrich thinks yes, as does McKeon. It was noted that if the Town sends people to seminars during the day, they are paid for being there and paid for mileage. Aldrich noted that Lachenal should be paid for the certification course as straight time and not overtime. A question arose as to whether or not Thompson should be paid for the classes she is taking to earn her degree. Aldrich stated a certification is not the same as a degree. VanCor wants to make sure the Board is being equitable and suggests they think about it and revisit the subject at next week's meeting. Aldrich stated she will do some research on the subject. All are in agreement Lachenal should take the course.

In reference to food at Town Meeting, VanCor stated a few things transpired in Aldrich's absence. The Lions Club would like to provide food and possibly borrow the hot dog machine, but before he asked them, he contacted Susan Newcomer, this year's moderator, who gave her blessing. Newcomer wants to make sure the Girl Scouts, bake sale and Lions Club be out in the hallway. VanCor will speak with Andy, the school custodian, as VanCor is concerned with how many outlets would be available to service the crockpots. It was noted childcare was approved as well.

Thompson stated the MS 737 was posted and she will put the Town Report on the Town website when its ready.

Norm questioned whether or not we received a proof for the Town Report back from the printer. Thompson stated the printer picked up the flash drive and will probably send the proof tomorrow or the next day in PDF form. Aldrich requested the pdf file as well. VanCor and Thompson will proofread it.

McKeon stated he reached out to Ege Cordell, School Board Chair, to say the Town has an amended letter for them to sign re: reduced winter maintenance. McKeon will go to the School Board on March 9 to present that letter and request they sign.

McKeon received an email from the regional superintendent of DOT in reference to traffic flow on Route 9 in front of the Big Deal and eliminating the middle entrance. The Board of Selectmen has requested signs stating no parking on both sides of the road. Also, the Town is requesting the DOT to eliminate the acceleration lane on Route 9 by Friedsam Drive. McKeon is hoping Bill Lambert, Traffic Engineer/Administrator at State of New Hampshire DOT, will see the public interest in doing that.

Aldrich noted the Zoning Board of Adjustment discussed what the requirements are for removing a ZBA member from the Board. One of the board members has poor attendance. The ZBA commission was interested in making one of the alternates a full member. VanCor questioned the protocol for a

situation like this. McKeon stated that the board member should be spoken to. Aldrich stated that she wanted to verify with the board before starting a discussion. VanCor noted Boards should be active in recruiting members.

Aldrich questioned if Thompson re-issued checks to Julianna Dodson for reimbursement for a seminar she paid for out-of-pocket. Thompson stated they were mailed out last week or the week before.

Thompson stated Helen Ann Kelly came to the Town Offices to get a demolition permit because her house had burned down. The Town charges \$75.00 for that permit. Considering she just lost her husband, house, car and dog, the Board of Selectmen waived the permit fee.

McKeon moved to waive the \$75.00 demolition permit fee for Helen Ann Kelly. VanCor seconded. It passed unanimously by roll call vote.

Sandra Rawson is delinquent in paying her property tax for 17 Jenna Drive. She had until February 1 to comply. As there has been no payment, the next step is for Ken Cook, the Tax Collector, to notice Rawson.

McKeon moved we instruct Ken Cook, the Tax Collector, to start the deeding process on the Sandra Rawson property at 17 Jenna Drive. VanCor seconded and it passed unanimously by roll call vote.

McKeon reached out to the Postmaster General about the mail issues in Spofford. He was told that they are investigating issues with mail delivery in Spofford. McKeon was told he will have more information next week.

Aldrich moved to enter into non-public session under RSA 91-A:3.II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against the employee, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. VanCor seconded the motion and it passed by unanimous roll call vote.

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ACCEPTANCE OF MINUTES

For purposes of review, acceptance of the minutes will be deferred until next week.

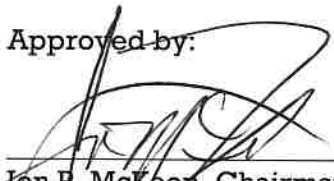
ADJOURN

VanCor moved to adjourn at 8:23 PM. Aldrich seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted,

Dara Carleton
Secretary to the Board of Selectmen

Approved by:



Jon F. McKeon, Chairman

4 March 2020

Date



Norman W. VanCor

3/4/2020

Date



Jeanny Aldrich

3/5/2020

Date