

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

January 12, 2022
6:00 PM at Town Offices and 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, Kelli Hanzalik, Alissa Thompson, and Tricia Lachenal (via Zoom)

SUGGESTION BOX

The suggestion box was empty.

CORRESPONDENCE

Thank you letter from Sylvia Muir

The board received a thank you letter from Sylvia Muir. Winn read the letter.

Thank you card from Donald & Elsie Dyer

The board received a thank you card. Winn read the letter.

Winn noted that correspondence came in today that was not included on the agenda. Winn noted that the letter requested that the street lighting pole that is down on the corner of Route 9 and Route 9A be fixed. The letter indicated that the fixing of the pole was important due to fog in the area. It was noted that there are also lights out on Twin Brook Road.

Winn noted that the corner of Route 9 and Route 9A belongs to the State as both are State Roads. Thompson noted that the State will not pay for it and the Board of Selectmen previously decided they were not going to put it back up.

Winn noted that there are some lights out on Twin Brook Road and stated that there were previous discussions around if all the lights are needed. Winn noted that he will speak with the Police Department and ask if they have specific concerns with the street lights.

6:05 Public Hearing – Adoption of the Hazard Mitigation Plan

6:06 PM Winn recessed the Board of Selectmen meeting and opened the Public Hearing on Adoption of the Hazard Mitigation Plan.

Winn noted that the Board of Selectmen received a letter from Lisa Murphy from Southwest Regional Planning Commission. The letter indicates that FEMA has conditionally approved the

Hazard Mitigation Plan, pending the adoption by the local body. Winn noted that upon final approval from the Town, the Town will receive printed and digital copies of the plan. There is a copy at the Town Offices available to be viewed. Winn noted this was a project done through OEM and SWRPC to address the necessary FEMA requirements to receive funding in the event of a disaster. Winn noted this plan is updated every 10 years.

Winn opened the hearing to public input. Ralph Petti noted that he is the new OEM Director, and full credit goes to the team as he has only been here two months and was not involved.

There were no other public comments or questions.

The hearing closed at 6:11 PM. Winn thanked everyone for their hard work.

Board Discussion:

Shippee noted that it is similar to the last one. Winn noted it is standard format and the majority was continued to this year, with a few updates and alterations.

Fran Shippee moved to approve the 2021 Hazard Mitigation Plan as presented. The motion was seconded by Kelli Hanzalik and passed unanimously.

PUBLIC COMMENT

Brad Roscoe noted he would like to talk to the Board of Selectmen about the upcoming Town and School district meetings. Roscoe noted that March 12th may be held in the school gym. Roscoe noted that the school requires masks in the school building at all times. Roscoe noted that if that building is used, the Town Hall will also need to be utilized for the unmasked people. Roscoe noted that he has spoken with the Secretary of State, and they are okay with two locations as long as everyone has a fair chance to speak. Roscoe noted that zoom will allow that to happen with a Deputy Moderator at the Town Hall. Roscoe noted that there will be some additional equipment needed to allow this to happen as there is no internet access at the Town Hall. Roscoe noted that he has a list of items that are needed to allow this to happen and would like to use the Budget Committee meeting on January 29, 2022, as a test run to ensure there are no glitches. Roscoe noted that if the school updates their mask mandate between now and then, this will not be necessary.

It was noted that elections will be March 8th from 10AM to 7PM and the plan is to utilize the Town Hall or Camp Spofford Gym. Roscoe noted that the layout would need to be different to allow for better flow and social distancing at the Town Hall. Roscoe noted that he is going to the Camp Spofford Gym to see the size and possible configurations on Friday. Roscoe asked if the board had any issues with going off Town property for voting. Roscoe noted that it may require an insurance binder from the Town and sanding and salting of the parking lot. Barbara Girs noted that the Town Hall is not good for social distancing. Girs noted that the gym would hopefully allow for people to wait in line inside, instead of outside, as the case would be at the Town Hall.

Shippee noted she would prefer it happen on Town property but would like to do whatever is safest for the people in Town.

There was talk about drive through voting. Roscoe noted that drive-through voting is not an option this year as there is no state of emergency anymore and we must follow normal voting rules. Winn noted that the gym at Camp Spofford should be explored. Roscoe will explore possibilities and report back to the board. It was noted that a decision will need to be made at the next meeting to have time for posting requirements and arrangements.

Roscoe noted that for voting, masks will be recommended, but not required. Roscoe will give Thompson the list of items to purchase. It was noted that it should be allowed under grant funding and be reimbursed to the Town. Roscoe noted that the list includes items that total around \$300.00. Roscoe noted that if it works well at the budget hearing, it can be duplicated for the school. It was noted that Dan Cotter is working on putting something on the walls to help with the echoing.

Fran Shippee moved to approve the expenditure of up to \$300.00 for electronic equipment for the budget hearing on January 29, 2022, to be reimbursed through grant funding. The motion was seconded by Kelli Hanzalik and passed unanimously.

Jeff Scott asked Gary Winn why he recused himself from the discussion regarding Camp Spofford. Winn noted that he does a substantial amount of work for the Camp.

Jeff Scott noted that he believes that there is one mistake and one omission in the previous minutes. Scott noted that line 45 states that Scott noted that Mr. Hancock does have an agenda and is all about property rights and not following Town Regulations. Scott noted that he does not believe that he said following Town regulations. He stated that he does not know what he does and does not follow but do know he has an agenda. Scott noted on line 128, (he will paraphrase this – its about Mr. Maibusch). Scott noted that Mr. Maibusch said if anybody wants to tell me what I cannot do on my property, they need to be able to explain why. Scott noted that he believes that needs to be in there.

Jeff Scott noted that he is very surprised that Mr. Hancock was appointed to the Planning Board. Scott noted that it was previously stated it would be inappropriate for him to serve on the Planning Board because Mr. Hancock has an agenda and therefore it was a surprise that he would be appointed to the Planning Board a couple months later. Scott noted that Mr. Hancock is a strong personality. Scott noted that the board made Steve Laskowski interview for his seat on the Planning Board but noted he could not find it anywhere in the minutes where Mr. Hancock had to come in to interview for the position on the Planning Board. Winn noted that he was interviewed last summer for the Planning Board.

Bob Maibusch noted that if the minutes are going to be revised to quote him, someone will need to go back and listen to the tape as Scott should not be paraphrasing something said by Maibusch.

WEEKLY REVIEW

Code Tracker

The board reviewed the code tracker. There was no action taken.

Building Permit List

The board reviewed the building permit list. There was no action taken.

FINANCIALS

2019 Audit

The board reviewed the 2019 Audit noting that the recommendations made in the audit have already been implemented.

Audit for 2020 is being scheduled

It was noted that the process has begun for the 2020 audit.

Year End Profit & Loss 2021

The board reviewed the information with no action taken.

OLD BUSINESS

Town Report Dedication

There were no new ideas presented. It was noted that this needs to be decided at the next meeting.

Budgets:

Warrant Articles

The board reviewed the legal budget portion of the meeting prior to the Warrant Article discussion.

The board reviewed the articles. A clerical error was updated on Article 29.

Fran Shippee moved to accept the Warrant Articles as updated 01/12/22. The motion was seconded by Kelli Hanzalik and passed unanimously.

Capital Reserve & Expendable Trusts

The board reviewed the updated Capital Reserve & Expendable Trust information.

Fran Shippee moved to accept the Capital Reserve & Expendable Trust deposit report dated 01/05/22. The motion was seconded by Kelli Hanzalik and passed unanimously.

TABLED UNTIL FUTURE DATE

Personnel Policy Review

IT CMP (WWCS working on this)

Unknown Owner Property (Erin is researching old assessor cards)

Repainting of Monument at Town Annex

Ratigan's Letter to Unified

Annex Dishwasher

Community Power

Petition for Bradley Road to Summer Cottages (notice in April, Public Hearing mid-May, Road opens April 10)

Deeded Property (After Holiday will be scheduling)

Camp Spofford Agreement (Letter sent to Camp Spofford)

Annex Door (\$3,039.96 left in Annex CRF)

GUESTS

Steve Laskowski – Planning Board Alternate 6:30 PM

Steve Laskowski was present and began his interview with the Board of Selectmen at 6:40 PM. Winn noted the Board of Selectmen have received his application for a position as an alternate on the Planning Board. It was noted that Laskowski has extensive experience and has held many positions. Laskowski noted that he believes that the Planning Board needs a little change in direction and should be focusing on equal treatment for everyone. Laskowski noted that it should be a process not an ordeal to have an application before the Planning Board. Winn noted that there are statutory requirements that Laskowski will have to meet even though he has served previously. Laskowski indicated he would attend the required training.

Hanzalik noted that she heard him say that the Planning Board has not been balanced as well as it could be and asked Laskowski to expand on that. Laskowski noted that there are planning and zoning regulations in town and if someone comes in and meets the regulations, they should not be dragged down the street to get what they have applied for. Laskowski noted that the direction of the town for the next 30-40 years needs to be addressed and an adequate job of planning for that needs to happen. Laskowski noted that if the Town is not careful, there will be a neon track down Route 9. Laskowski noted that the Planning Board does not have a lot of natives.

Laskowski noted that he does have strong opinions but believes that compromise should happen when it serves the town's best interest.

Dan Syvertsen – Letter to Camp Spofford 7:00 PM

Dan Syvertsen was present to discuss the letter Camp Spofford received.

Winn recused himself from discussion with Syvertsen regarding Camp Spofford. The meeting was handed over to Fran Shippee as vice-chair.

Syvertsen handed out some information noting that he answered some of the letter. Syvertsen asked if the second paragraph of the letter indicates that the Towns intent is to deny the property tax exemption this year. Syvertsen noted that the current agreement expires in March. Syvertsen noted that this has all been decided previously though the court and the PILOT agreement.

Syvertsen noted there has been no change in the property or the map and lot numbers. Syvertsen noted that he has provided the articles of agreement and the bylaws. Syvertsen noted that everything that is done on the property is for the mission and the purpose. Shippee asked if the Camp has had to answer these questions in the past. Syvertsen noted that they have not had questions of this nature. Syvertsen noted that nothing has changed sine the 1987 court decision. Syvertsen noted that the Camp does not want to go to court or fight, noting that the Board can look at the last two PILOT agreements as there is no reason the language cannot be the same.

Shippee and Hanzalik noted they are not in the position to make a decision tonight. Hanzalik noted that being new to the board, they are making sure they are compliant with the RSA. Hanzalik noted that the Board is doing its due diligence. Syvertsen noted that if the Board denies its exemption, it will be appealed.

The board will look through what was provided this evening and get back to Camp Spofford with anything additional needed.

The meeting was given back to Winn as Chairman at 7:25 PM

Barbara Girs appointment

Gary Winn moved to go into non-public session #1 under 91-A:3, II (c) at 7:35 PM. The motion was seconded by Fran Shippee and passed.

Gary Winn moved to come out of non-public session at 7:50 PM. The motion was seconded by Kelli Hanzalik and passed unanimously.

Gary Winn moved to seal non-public minutes #1. The motion was seconded by Fran Shippee and passed unanimously.

NEW BUSINESS

Budget – Legal

Fran Shippee moved to accept the proposed 2022 legal budget in the amount of \$50,000.00. The motion was seconded by Kelli Hanzalik and passed unanimously.

Thompson will add contract information under justification.

EDC appointment – Ron Rzasa

Winn noted Shippee spoke to Ron Rzasa who will accept another three (3) year appointment.

Fran Shippee moved to appoint Ron Rzasa to the Economic Development Committee for a period of three (3) years term expiring December 31, 2024. The motion was seconded by Kelli Hanzalik and passed unanimously.

Conservation Commission – Susan Donahue and Bruce Jacobs

Kelli Hanzalik moved to appoint Susan Donahue and Bruce Jacobs to the Conservation Commission for a period of three (3) years terms expiring December 31, 2024. The motion was seconded by Fran Shippee and passed unanimously.

Health Officer appointment – Steve Dumont

Winn noted that the Health Officer appointment is for three (3) years. Thompson noted she spoke with Dumont, and he is willing to continue for another three (3) years.

Fran Shippee moved to reappoint Steve Dumont as Health Officer expiring September 28th, 2024. The motion was seconded by Kelli Hanzalik and passed unanimously,

Fran Shippee moved to appoint Steve Laskowski as an alternate to the Planning Board term expiring December 31, 2023. The motion was seconded by Kelli Hanzalik and passed unanimously.

Employee Training Recommendations

Winn noted that the board previously had a discussion and believe the employees should receive training speaking directly about harassment. Winn noted that the board received several course descriptions that are available online and free from Primex. The board discussed the best way to ensure all employees take the training. This will be brought up in the Department Head meeting and the Department heads will be notified all the employees need to complete all 6 by the end of the year. It was noted that going forward all new employees should be required to take them, and all employees should have refreshers.

OTHER BUSINESS -

Winn noted that the Budget Meeting Public Hearings will be held on January 29, 2022, at 1:00 PM and at 3:00 PM at the Town Hall. It was stated that the school will be at 1:00 and the Town at 3:00. Winn noted a zoom link will be provided. Winn noted that everyone is invited to come, but it is the hope of the Board that many will attend via zoom leaving the room open for the committee and department heads. Winn noted that handouts will be available at the Town Offices and online.

LEGAL –

PUBLIC COMMENT

John Zanotti noted that he can hear Lachenal loudly but is having a hard time hearing Hanzalik and Shippee. Winn noted that the board needs to speak up and remember through the whole meeting to speak up. Lachenal noted that she is planning on looking at the speaker next week as it is much quieter this week than normal.

Zanotti noted that he did not see anything on the agenda for the Zoning Board appointments.

Winn noted that that was done last meeting. It was noted that the website is not updated yet as the people have not been sworn in.

ACCEPTANCE OF MINUTES

Kelli Hanzalik moved to accept the December 29, 2021, minutes, as amended. The motion was seconded by Gary Winn and passed unanimously.

Fran Shippee moved to accept the December 29, 2021; nonpublic #1 minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously.

Gary Winn moved to accept the December 29, 2021; nonpublic #2 minutes as amended. The motion was seconded by Fran Shippee and passed unanimously.

Winn noted that he would like to revisit the public minutes from 12/1/21. Winn noted that the minutes wont change, but the change will be reflected in these minutes.

Gary Winn moved that the December 21, 2021, minutes should be amended to read under the acceptance of minutes the November 17, 2021, non-public #2 should read November 20, 2021. The motion was seconded by Kelli Hanzalik and passed unanimously.

Fran Shippee moved to accept the September 30, 2021, minutes. The motion was seconded by Gary Winn and passed unanimously.

NON-PUBLIC

The board took a 5-minute break.

Gary Winn moved to go into non-public session #2 under 91-A:3, II (a) at 9:50 PM. The motion was seconded by Fran Shippee and passed unanimously.

Gary Winn moved to come out of non-public session #2 at 9:53 PM. The motion was seconded by Kelli Hanzalik and passed unanimously.

Gary Winn moved to go into non-public session #3 under 91-A:3, II (b) at 10:16 PM. The motion was seconded by Fran Shippee and passed unanimously.

Gary Winn moved to come out of non-public #3 at 10:44 PM. The motion was seconded by Kelli Hanzalik and passed unanimously.

Gary Winn moved to seal the non-public#3 minutes. The motion was seconded by Kelli Hanzalik and passed unanimously.

Thompson noted that the non-public meetings for tomorrow have been posted.
Winn noted that he has minutes that need to be signed.

The next meeting will be held January 26, 2022, at 6:00 pm in the Town Offices and via Zoom.

ADJOURN

Gary Winn moved to adjourn at 10:50. The motion was seconded by Kelli Hanzalik and passed unanimously.

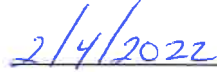
Respectfully submitted,

Tricia Lachenal
Administrative Assistant

Approved by:



Gary Winn, Chairman



Date



Fran Shippee



Date

Kelli Hanzalik

Date