

**Town of Chesterfield
Board of Selectmen
MINUTES
JANUARY 16, 2019**

CALL TO ORDER

Chairman Jon McKeon called the meeting to order at 6:10 p.m. Also in attendance was Norman VanCor.

SUGGESTION BOX

There was one suggestion in the box. McKeon noted it was a picture of the sign at the Transfer Station with corrections that they believe need to be done. The suggestion was from Lee Brockman and she stated that it was too bad the Selectboard felt it necessary to have the sign, but they should have proofed it better as there are several grammatical errors.

PUBLIC COMMENT

Barbara Girs asked the board if they had any objection to a local artist hanging paintings at the Town Office Building. Girs noted that she believes it would be nice to see some local art hung in the building.

Barbara Girs asked if the board would have any objection to utilizing the Town Hall for a candidates night. Girs also asked if the board believed it would be worth holding a candidates night if none of the races were contested.

Jeff Scott noted that he did not see the agenda posted and it is important to have it posted.

Jeff Scott noted that the ice on Spofford Lake is very nice and the ice skating is wonderful.

John Koopmann noted that he would like a couple of signs put up at the boat launch. He suggested one saying that parking was only allowed in the designated spaces and one on that indicates there is no trailer parking in the regular spaces.

OLD BUSINESS

Town Hall Annex Plans

McKeon noted that he forwarded the latest plans to the board. The new plans do have a smaller floor plan. McKeon noted that he sent an inquiry to DA Brothers asking if the new proposal fits into their budget. VanCor noted that the new proposal from the architect indicates thirty-five seated people and the board asked for twenty-five. VanCor noted that the proposal still has the building encroaching on the cemetery.

Former Town Office Plans

McKeon noted he will be meeting with Jeff Scott and DA brothers on Saturday at 9:00 AM to go through the former town office building and make sure everyone understands the report from M&W Engineers and the structural, electrical and mechanical items that need to be addressed.

Progress on erosion issue on town owned beaches

VanCor stated he met with Ryan Hoag, project manager at Pat Rawson Construction. Pat Rawson won the bid for the erosion project on the Town owned beaches. VanCor noted he went over the project and Hoag made a couple of suggestions. VanCor referred Hoag to Brian Vincent, the design engineer, to discuss the suggestions. VanCor noted that Hoag would like to replace the proposed "Redi-Rock" with another product which is a local product and costs less. VanCor noted that if the engineer was ok with the change, it is an accepted material and the Town is not sacrificing anything and the Town would be ok with the change. VanCor noted that Hoag stated that in their bid, the trees and shrubs that are needed in the bio-retention area were not included. VanCor noted that the plan calls for trees and shrubs, but Hoag failed to put anything in the bid to include them. VanCor noted there is a booklet that drives what trees and shrubs are appropriate for that area. VanCor estimated the price for the trees and shrubs to be about \$500.00 to \$1000.00. VanCor noted that the plan indicates attempting to enhance the existing drainage swale to a natural swale near the brook, and the plan calls for a lot of land clearing. VanCor noted that he indicated to Hoag that the Town does not want clear cutting, and only clearing what was needed to be cleared was the intent of the Town. VanCor noted that he indicated to Hoag that the Town would like to be one of the first projects in the Spring to be able to open before Memorial Day.

Budgets

Warrant Articles

ARTICLE 5: To see if the Town will vote to raise and appropriate the sum of Two Hundred and Fifty-Seven Thousand One Hundred Seventy-One Dollars (\$257,171) for the purpose of resurfacing Town roads, or act in any way related thereto, said appropriation to be offset by the Highway Block Grand funds provided by the State of New Hampshire in the amount of (\$155,476) This is a special warrant article per RSA 32:10 I (d).

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty-One Thousand Dollars (\$121,000) to be added to the already established Highway Heavy Equipment Capital Reserve Fund, or act in any way related thereto.

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of One Hundred Sixty-Seven Thousand Dollars (\$167,000) to purchase a new 26,000 GVW Truck for the Highway Department and authorize the withdrawal of the sum of One Hundred Sixty-Seven Thousand Dollars (\$167,000) from the Highway Heavy Equipment Capital Reserve Fund.

ARTICLE 8: To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the already established Roadways Construction/Reconstruction Capital Reserve Fund, or act in any way related thereto.

ARTICLE 9: To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the already established Revaluation Capital Reserve Fund, or act in any way related thereto.

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Six Hundred Dollars (\$25,600) to be added to the already established Town Buildings Maintenance Capital Reserve Fund, or act in any way related thereto.

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of Fourteen Thousand Four Hundred Dollars (\$14,400) to be added to the already established Town Buildings Maintenance Expendable Trust Fund, or act in any way related thereto.

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of Thirty-One Thousand Five Hundred Dollars (\$28,720), and authorize the withdrawal of the sum of Thirty-One Thousand Five Hundred Dollars (\$28,720) from the Town Buildings Maintenance Capital Reserve Fund, to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

Highway Garage - Modine Heaters	7,500
Town Hall - Oil Boiler	8,470
Town Hall Annex - Oil Furnance	9,810
Town Hall Side Room - Hot Water Heater	1,440
Annex - Duct Fans	1,500
TOTAL	28,720

Article 12 wording should match the \$28,720.00. The Moding Heater amount should be updated. Thompson will update.

ARTICLE 13: To see if the town will vote to raise and appropriate the sum Twenty Seven Thousand Dollars (\$27,000) to be added to the already established Police Cruiser Capital Reserve Fund, or act in any way related thereto.

ARTICLE 14: To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) to be added to the already established Police Department Equipment Capital Reserve Fund, or act in any way related thereto.

ARTICLE 15: To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (\$4,000) for the purchase of a four bullet proof vests, and authorize the withdrawal of the sum of Four Thousand Dollars (\$4,000) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto.

ARTICLE 16: To see if the Town will vote to raise and appropriate the sum of Four Thousand Three Hundred Dollars (\$4,300) for a mobile data terminal laptop and authorize the withdrawal of the sum of Four Thousand Three Hundred Dollars (\$4,300) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto.

ARTICLE 17: To see if the Town will vote to raise and appropriate the sum of Three Thousand Five Hundred Dollars (\$3,500) to host concert programs at Wares Grove Beach, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

ARTICLE 18: To see if the town will vote to raise and appropriate the sum of Nine Thousand One Hundred Dollars (\$9,100) to be added to the Parks and Rec Pickup Truck Expendable Trust Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. This is a special warrant article per RSA 32:10 I (d). (Majority vote required)

Thompson will check the wording with the DRA

ARTICLE 19: To see if the Town will vote to raise and appropriate the sum of Six Thousand Dollars (\$6,000) to be added to the already established Parks and Rec Pickup Truck Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

The board discussed and will be recommending Articles 5 through Article 19.

ARTICLE 20: To see if the town will vote to change the purpose of the existing Parks and Rec Otrd Ct Capital Reserve Fund to the Parks & Rec Bldng Expendable Trust. (2/3 vote required).

The board would like to change this from the Parks & Rec Bldng expendable trust to the Parks & Rec 4x4 all terrain vehicle CRF. Thompson will make the change.

ARTICLE 21: To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) to the already established Parks and Rec 4x4 All Terrain Vehicle Capital Reserve Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

The board would like to add a warrant article authorizing the withdrawal of 6000 from the Parks and Rec 4x4 All Terrain Vehicle Capital Reserve fund. Thompson will add.

ARTICLE 22: To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) to be added to the already established Parks and Rec Activities Enhancements Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

ARTICLE 23: To see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to the already established Wildland Fire Suppression Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

ARTICLE 24: To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to the already established Cemetery Truck Replacement Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

ARTICLE 25: To see if the Town will vote to raise and appropriate the sum of One Thousand Five Hundred Dollars (\$1,500) to be added to the already established Cemetery Mower Replacement Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

ARTICLE 26: To see if the Town will vote to raise and appropriate the sum of Twenty-Four Thousand One Hundred Forty-Four Dollars (\$24,144) for the purchase of upgrading the information technology in the Town Office Building, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

The board will recommend articles 22 through 26.

ARTICLE 27: To see if the Town will vote to raise and appropriate the sum of 5660.00 for the purchase of ClerkWorks and ePay2Gov for the Town Clerk, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

The amount for ClerkWorks and ePay2Gov for the Town Clerk is \$5660.00. Thompson will update the number.

The amount for each of the other departments is \$505.00 for the first year and \$485.00 for each year after that. Thompson will get those numbers together for the next meeting.

ARTICLE 28: To see if the Town will vote to raise and appropriate the sum of Twenty Three Thousand and Twenty-Two Dollars (\$23,022) to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

Chesterfield Senior Meals program	500
Home Health, Meals on Wheels and Age in Motion	8,584
Monadnock Family Services/Mental Health	4,505
Community Kitchen	3,500
Southwestern Community Services	2,238
Big Brothers Big Sisters	400
MCVP Crisis & Prevention Center	795
Hundred Nights Inc	2,500
TOTAL	23,022

ARTICLE 29: To see if the Town will vote to discontinue completely a portion of the road that consists of an area approximately 0.03 acres on the Southerly side of NH Route 9. This abandoned right-of-way is not identified on the Chesterfield Tax Maps but it is shown as a portion of the NH Route 9 right-of-way in front of parcels identified as Chesterfield Tax Map 13, Lots 8 and 9.

The board will be recommending articles 28 and 29.

Thompson will make the necessary adjustments and send to the budget committee.

Assessing Software

Interware Development visited the Town and provided a presentation on how they can help the Town accept credit/debit card payments at the Town offices, Transfer Station, Parks and Rec. and PD.

Thompson noted that Chris Lord was happy with the presentation. Thompson noted that Samantha Hill had some concerns about timekeeping, inventory and the fact that the system is not compatible with ipads. Thompson noted that the Town Clerk, clerk works, part of the program is \$4225.00 and the Egov for the Town Clerk is \$1135.00. The board noted that the Town Clerk portion will be a separate warrant article as the program is intended to assist the Town Clerk in other ways as well as acceptance of debit/credit cards.

Thompson noted that each other department would spend approximately \$505.00 the first year and \$485 a year going forward. This would allow each department to accept credit/debit cards as well as provide the reporting for all of the income for each department. Thompson noted that she has one item to check on before finalizing the numbers. It was noted that the board would like the program for use in the Town Office, Tax Collectors office, the Transfer Station, the Parks and Recreation Department and the Police Department.

Thompson will finalize the numbers and warrant articles and the board will discuss at the next meeting.

Personnel Policy Review

McKeon noted that after the budgets are complete, the board will be able to go back to holding a work session every other week. The personnel Policy will be discussed at the work session on January 30, 2019.

Building inspector/Code Enforcement Officer Position

The board has received some applications. Thompson will continue to forward any applications received to the board.

Land Lease letter from Chad Whittaker

The board reviewed a letter from Chad Whittaker inquiring about unused land being used for solar farms. It was noted that the letter was forwarded to Brad Roscoe as he is part of the solar group in Town. Roscoe noted that he provided Whittaker with the RFP, but he did not hear back from Whittaker.

Roscoe noted that they did receive one bid regarding the solar and it appears from cursory look that the numbers are comparable to Whittakers numbers. Roscoe noted that the solar group should be meeting next week and they will talk about the letter from Whittaker at that meeting.

GUESTS

6:30 PM Senator Kahn & Commissioner Mollica – Liquor Store Expansion

Senator Kahn did not show up for the meeting. Commissioner Mollica had to attend another meeting and indicated they will contact the office in a couple of days for another meeting.

7:15 PM Brad Roscoe – Broadband

Brad Roscoe and Bill Vermouth were present.

Roscoe provided the board with a summary and noted that they have received a deal that is too good to believe. Roscoe noted that the proposal from Consolidated is to bring the entire Town up to state of the art technology with fiber at no cost to the taxpayers with speeds up to 1Gbps. Roscoe noted that this will put fiber at every house. Roscoe stated that Consolidated will collect a Town Infrastructure fee capped at \$10.00 a month per subscriber to pay off the 1.8 million dollar bond. Roscoe noted that Consolidated wants a tax abatement for the first 5 years, and although the town cannot do that, they may be able to do something. Roscoe noted that Consolidated will be spending \$2.5 million dollars of their own money.

Roscoe noted that in order for the deal with Consolidated to work, the Town cannot own the assets. Roscoe noted that he needs to be able to meet with the bond council and they are waiting on the ok from a Selectboard member.

Roscoe noted that he is recommending this deal with Consolidated as there will be little to no cost to the taxpayers. (possibly some legal document preparation)

Roscoe noted that once the fiber is all installed, they will turn off the copper. Therefore everyone in town will need to transition around year 3.

VanCor asked if they will be removing the copper once they turn it off. Roscoe noted he was not aware of the plans for the copper. VanCor noted he believes they cannot just abandon infrastructure.

Roscoe noted that his summary includes a Plan B, which is Argent or doing nothing. Roscoe noted that if Plan A (Consolidated) does not work, then the recommendation is going with Argent or doing nothing.

Vermouth noted that there is always some risk with 10-20 year bonding for a small company like Argent and their proposal only hits the underserved community. Argents proposal is to extend older technology which will be a band aid fix and will be paid for by the taxpayers. Vermouth noted that he would be against the Town as a whole paying for anything that only benefit's 200-300 people.

Roscoe noted that part of the requirements of SP170 is that there is more benefit to the Town and that needs to be mentioned at both of the required public hearings. Roscoe noted that it will need to be noted that the Town will be getting more out of it than it will be putting into it.

Jon McKeon moved to accept the Consolidated Communications whole Town proposal upgrade and bonding of \$1.8 million dollars for the purpose of upgrading bandwidth through the entire town. The motion was seconded by Norm VanCor and passed by roll call vote.

Roscoe noted that he suggests the Town use The Bond Council. McKeon noted that he will send an email to Devine, Millimet & Branch noting that the Board does not believe there is a conflict of interest and they can move forward.

Vermouth noted that this type of thing has never been done in NH with Consolidated taking all of the risk.

NEW BUSINESS

Email from Renelle at Devine, Millimet & Branch

McKeon noted that Roscoe had spoken with Devine, Millimet & Branch about the bonding for the Broadband project .

McKeon noted that he does not see a conflict and will email them and give the go ahead for them to move forward and talk to Roscoe.

P&R Storm Water Plan Beaches

McKeon noted that right now the Town has about \$129,000 and the proposal from Pat Rawson Construction is \$124,000. McKeon noted that the engineering fees have been overspent by \$3504.69. McKeon noted that he would like to pay out of the drainage fund the \$3504.69.

VanCor noted that there will be things that may come up during the project and the trees and shrubs will already add to the cost of the project. McKeon stated he would like to present a warrant article for \$10,000 to raise and appropriate up to \$10,000 for the purpose of mitigating drainage erosion at Wares Grove and North Shore Beaches.

Jon McKeon moved to use the \$3504.69 from SB38 fund to pay off the balance of the engineering cost for the drainage erosion design. The motion was seconded by Norm VanCor and passed by roll call vote.

Winn Abatement

Thompson noted that the Town received a veteran's credit abatement request from Gary and Margaret Winn. McKeon noted that the veteran's credit was removed on the second billing

which is not allowed. It was noted the DRA agrees with the Winns and advised the Town to go ahead with the abatement.

Jon McKeon moved to grant the abatement for Gary and Margaret Winn and reinstated the \$250.00 deduction from the taxes. The motion was seconded by Norm VanCor and passed by roll call vote.

DOT Bridge Letter

McKeon noted that the Town received a letter from the State of NH DOT regarding the inspection of six bridges in Chesterfield. McKeon noted that there are no bridges that have been red listed. The letter notes that the bridge inspectors have indicated that the bridges listed are in compliance and therefore there is no posting or closure action needed by the Town.

Fieldstone prints for Gateway Preserve

McKeon moved to hold a public hearing on Gateway Drive for changing the status of the payment of the bond to a maintenance bond from a construction bond, on January 23, 2019 at 6:25 PM. The motion was seconded by Norm VanCor and passed by roll call vote.

OTHER BUSINESS

The updating of the HVAC for the Town Office building will be added to next years CMP and will use the last quote of \$11,000.00 for now until an updated quote can be obtained.

Thompson noted that there has been some push back at the Transfer Station about putting the stickers in the windows. McKeon noted that if a resident does not put the sticker in the window, they cannot use the Transfer Station.

Thompson noted that the Tax Collector came to her noting that a man had come in and slid his tax payment under the window, but the check never cleared the bank and was never applied to his account. He came in with proof that the check did not clear the bank. The Tax Collector is looking for permission to remove the \$407.56 in interest. It was noted that yes she can credit him the interest.

Thompson noted that she received the quote for the installation and supplying of materials to add anti-freeze in the existing hot water circulating system to the existing boiler from Wendell Chickering at Pinney Plumbing and Heating. The proposal is \$6300.00. VanCor noted that is the same proposal that the Town received last time. McKeon noted that the board will talk about where the funds would come from at the next meeting.

ACCEPTANCE OF MINUTES

Jon McKeon moved to accept the minutes from 1/2/19 as amended. The motion was seconded by Norm VanCor and passed by roll call vote.

NON-PUBLIC

Jon McKeon moved to go into non-public session per RSA 91-A: 3, II (e) for the purpose of discussing resolution to litigation. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.

Jon McKeon moved to come out of Non-Public session. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.

Jon McKeon moved to go into non-public session per RSA 91-A: 3, II (c) to discuss that would adversely affect the reputation of someone. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.

Jon McKeon moved to come out of Non-Public session. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.

Jon McKeon moved to seal the minutes from the Non-public session. The motion was seconded by Norm VanCor and passed by roll call vote.

Jon McKeon moved to go into non-public session per RSA 91-A: 3, II (a) compensation of public employee to discuss that would adversely affect the reputation of a person. The motion was seconded by Norm VanCor and passed unanimously by roll call vote.

Norm VanCor moved to come out of Non-Public session. The motion was seconded by Jon McKeon and passed unanimously by roll call vote.

Jon McKeon moved to go into non-public session per RSA 91-A: 3, II (a) to discuss compensation of public employee The motion was seconded by Norm VanCor and passed unanimously by roll call vote.

Norm VanCor moved to come out of Non-Public session. The motion was seconded by Jon McKeon and passed unanimously by roll call vote.

Jon McKeon moved to adjourn at 9:20 PM. The motion was seconded by Norm VanCor and passed unanimously.

Respectfully submitted,

Tricia Lachenal
Interim Secretary to the Selectboard

Approved by:

Jon P. McKeon, Chairman

Date

Norman W. VanCor

Date

Jeanny Aldrich

Date