

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

January 26, 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**

There was no correspondence

**6:05 Public Hearing – Acceptance of unanticipated funds donated to the Police Department garage fund**

Winn noted that the Police Department received a donation of \$500.00 from the Whatleys. Duane Chickering noted that it came as a complete surprise to the Police Department. Chickering noted they live right behind the Department and wanted to show their support to the Police. Chickering noted that they have always been active and supportive of the Police Department in the Town where they reside.

It was noted that the budget is tight on the new garage, and this will help.

The hearing was opened to public comment.

There were no public comments.

Winn noted that the PD received a donation of \$30,000.00 from the Grace Community Church to put up a four (4) bay garage that will house the radar trailer and allow cruisers to be under cover out of the weather.

The public hearing was closed at 6:09 PM.

*Kelli Hanzalik moved to accept the donation of \$500.00 from the Whatleys to the Police Department garage fund. The motion was seconded by Fran Shippee and passed unanimously.*

**PUBLIC COMMENT**

Jeff Scott noted that Sugarman is no longer on the tracker, and it should be kept on the report. Thompson noted that it is still on the list, she only printed the ones that have updates.

Scott noted that he is very upset with the Planning Board's decision to move forward with the zoning petition. Scott noted that with that property zoned as commercial, it could be sold, and the Town could end up with a strip mall. Scott noted that he feels like the Planning Board is acting as an agent for Lanoue. Scott noted that the petition was handed in late and with the board taking it on, they are acting as an agent for the applicant. Scott noted that RSA 675:4 states a deadline and the applicant missed it. The Planning Board should not be skirting the law. Scott noted that the Planning Board is in danger of setting a precedent for the next petition that is handed in to late. Scott noted he would like the Board of Selectmen to overturn that decision.

Jon McKeon noted that he would like to know where the board is on the written response that he requested the last time he came before the board about a month ago. Winn noted that he does have it on his list of discussion items for later in the meeting. Winn noted he has not actively pursued it to date. Shippee noted that without Beauregard present the conversation would not be appropriate. Shippee noted that an appointment should be scheduled with Beauregard. Winn noted that the list was forwarded to Beauregard. Winn noted that there is not enough time to meet with Beauregard during a regular board meeting.

The board will meet next Wednesday with Beauregard to go over the list and get a response out to McKeon. McKeon noted that knowing the board, the response will be based on RSA's and not on someone's opinion. McKeon asked if he should see something from the board by the second Wednesday in February. Winn noted that will be the target date.

Barbara Girs noted that that the DES paperwork her office received on property owned by Rancourt was actually Foley Road, when they should have been looking at Pinnacle Springs Road. Girs noted she was unaware if anyone had addressed this issue. Winn noted it is on the board's list. Shippee will call DES and speak with them about the concern. Girs noted that she is also disappointed with the Planning Board and particularly how the Zoning Board of Adjustment was talked about in the meeting.

## **WEEKLY REVIEW**

### Code Tracker

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

## **FINANCIALS**

### Audit for 2020 has begun

Thompson noted that the audit is in progress.

## **OLD BUSINESS**

### Town Report Dedication

The board discussed their thoughts on the Town Report dedication for the 2021 Town Report.

## **TABLED UNTIL FUTURE DATE**

Personnel Policy Review

IT CMP (WWCS working on this)

Unknown Owner Property (Erin is researching old assessor cards)

Repointing 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 (wait till Spring)

Camp Spofford Agreement (Letter sent to Camp Spofford)

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

## **GUESTS**

### Chief Duane Chickering – Street Lighting - 6:30 PM

Chief Duane Chickering noted that he is looking for guidance on what the board is requesting for assistance regarding the street lights. Chickering noted that he was present about 15 years ago when the list was reviewed to see what lights were necessary. Chickering asked if the board was asking him to audit the lights to see what is working or to see what lights he feels are necessary. Winn noted the board would like his opinion on what lights he feels are necessary from a safety perspective.

Chickering noted that major intersections are important. Chickering noted that he will take some time to look over the list and go out and view the lights.

Winn noted that he assumed that the lights on Route 9 all belonged to the State, however there are some listed on the list the Town received from Eversource as belonging to the Town.

Chickering noted that the Equitable Sharing agreement is basically a DEA forfeiture fund. Chickering explained that if the Police Department is involved in a drug case, a portion of the money is placed in this fund. Chickering noted that Chesterfield has not had anything in quite a few years, however an audit is conducted each year. Chickering noted that in 2016 he was authorized to fill out the required forms and give a copy to the Board of Selectmen. Shippee asked if the money just stayed in the fund. Chickering noted that the last time they used the money it was used to purchase rifles. Chickering noted the money can be used to purchase police equipment.

Chickering noted that the Regional Prosecutors program is used for violations and misdemeanors. Chickering noted they are the attorney for us in court. Chickering noted that the fee is based on 50% population and 50% usage. Chickering noted that the program saves a lot of time and money and there are more agencies joining which will help with the overall cost.

### Brad Roscoe – Voting 6:45 PM

Roscoe noted that the Camp Spofford Gymnasium was evaluated for the purpose of utilizing it for Town voting. Roscoe noted that there is ample parking and a lot of room inside. Roscoe noted that Barbara Girs joined him to look at the property. Roscoe noted that he highly recommends that the Town use the gym for voting. Roscoe provided pictures of the parking and the gym. Winn asked how the election equipment would be brought to the gym. Roscoe noted there are some tables there, but tables and chairs as well as the other items (booths etc.) would need to be transported there on Monday before and then picked back up on Wednesday. It was noted that counting would also be completed at the gym.

*Fran Shippee moved to approve the use of Camp Spofford Gym for voting on March 8, 2022. The motion was seconded by Kelli Hanzalik.*

Discussion: It was noted that signage and postings will need to be made ahead of time as voting has never been held off Town property in the past. Winn noted that last year voting was held at the Highway Department, which was advertised well, people knew where to go and there was a good turnout.

*The motion passed unanimously.*

Roscoe noted that Town meeting will be held at the school and the Town Hall. The school will not allow unmasked people to enter and therefore the Town Hall will be utilized for unmasked people. Roscoe noted that he has installed a Wi-Fi booster in the annex and the signal works well coming from the library. Roscoe noted that extra people will need to be involved to make sure everything goes smoothly. There will be Deputy Town Moderator at the Town Hall and voting will be done by hand count.

## **NEW BUSINESS**

### Employee treatment

Hanzalik noted she has brought it up before about complaints having to do with employees and making sure the towns people know the appropriate process. Hanzalik noted that the board needs to establish a way to indicate that a complaint or concern will be taken under advisement. It was noted that a complaint form is available online and that should be filled out. Hanzalik noted that coming to a meeting and stating negative things or complaints about an employee is not an appropriate way to handle it. Hanzalik noted that when townspeople treat employees badly, there needs to be a process for the employee to report to their supervisor. Hanzalik noted that when things come up in public comment, there is no resolution in public, even though everyone gets to hear the complaints. Hanzalik noted that as leaders, how does the board want to handle things when someone does something inappropriate to an employee? Shippee noted that she is not sure there is anything they can do. Winn noted that any complaint needs to be brought to a supervisor or the Board of Selectmen. Winn noted that if someone calls up and yells at an employee, how do we respond to that. Winn noted that the employee has no recourse. Hanzalik noted that should be part of the discussion and the board should be giving the employees the tools to handle a situation like that. Hanzalik noted that some complaints are valid, and some are not, and they should not be aired in public. Hanzalik asked if a statement on the website stating that the Board of Selectmen expect everyone to treat each other with respect is a good idea. Hanzalik noted that the board has received feedback from several employees that they need to feel more supported.

### Lions Club Breakfast

The board received an email asking if they would like to support the Lions Club breakfast. Shippee noted they keep track at the door of the Town board members and invoice the Town after. Winn noted that it is a good way to thank people that volunteer their time to the Town of Chesterfield. The tickets are \$7.00 each.

*Gary Winn moved to purchase tickets for the members of the Town of Chesterfield boards, commissions, and committees. The motion was seconded by Fran Shippee and passed unanimously.*

### Budget Public Hearing Responsibilities

The board divided up the budgets and warrant articles for each to answer questions that come up at the budget hearing and town meeting.

It was noted that there is a petitioned warrant article that will be on the floor at Town Meeting and the board as a whole will not take a stand.

### **OTHER BUSINESS -**

Thompson noted that Powers Generator came for the yearly inspection and found issues. The board noted that it needs to be fixed.

It was noted that something is usually mailed out before Town meeting regarding dates and places. Thompson and Lachenal will get information on pricing. It was noted that there will be emphasis on the locations and times.

Thompson noted that the drama club will be using the Town Hall at the end of March, and they are concerned about the state of the curtain and asking if the stuff being stored on the Stage can be moved. It was noted that the stuff on the stage is for voting and can be moved. Winn noted that the curtain can be looked at, but there is no guarantee that the Town will pay to fix it to make it usable.

The board scheduled a working meeting on February 2, 2022, at 4:00 PM in the Town Offices. Thompson will notify Beauregard.

Shippee noted that the Planning Board mentioned that the maps need updating as they have not been updated since 2007. Thompson noted that the office is working on gathering that information already.

Winn noted that he has not spoken to Christopher Oot about the Zoning Board and Conservation Commission. Lachenal will reach out and speak with Oot about what he has decided.

Shippee asked if the Board of Selectmen needed to approve the rules of procedure for other boards. Shippee noted that the Planning Board did a new one and it was mentioned that the

Board of Selectmen need to approve it. Winn noted that the Zoning Board of Adjustment changed their rules of procedure, and the Board of Selectmen did not approve them. Steve Laskowski commented that the budget committees has to be approved by the Board of Selectmen. Winn noted that it would not hurt for the Board of Selectmen to look at them.

Shippee noted that there is an Osterman propane tank at the Transfer Station. Shippee noted that she thought the Town was not using them anymore. Thompson noted that they are still utilized at the Transfer Station. Shippee noted that Chickering is complaining that the tank is digging into the ground. Lachenal noted she will have Bruce Adler look at the tank.

Shippee noted that Dave Gale has shown interest in building senior housing in Chesterfield. Shippee noted that he has a couple of lots in mind that may work. Shippee noted that she informed him that new proposed regulations will be on the ballot.

Winn noted that he is having ongoing discussions with Lachenal regarding minutes. Winn noted that there seem to be some missing. Winn noted that they exist, but they are not approved. Winn noted that he is unsure what happened, but he is working on rectifying the situation. Winn noted that there are some minutes that may need to be unsealed as well.

## **LEGAL –**

### **PUBLIC COMMENT**

John Zannotti noted that he has heard someone expressing some opinions during the meeting tonight without being asked. Zannotti noted that he has properly reserved his comments and waited for public comment and asked why people in person were being allowed to comment during the meeting. Zannotti noted that it is unfair and cautioned the board that if it continues, it will open the door for others to chime in during the meeting.

Zannotti noted that he purchased his ticket already for the pancake breakfast, even though he is a member of the Zoning Board of Adjustment.

Zannotti noted that there are many variance applications approved by the Zoning Board of Adjustment with conditions and he would like to know who is responsible for that and how they are recorded. Zannotti stated he would like to know what the town is doing to make sure the conditions are being followed.

Winn noted that the process on how things are communicated will be part of the discussion at next Wednesday's meeting. Zannotti noted he is asking these questions as a resident and not representing the Zoning Board of Adjustment.

### **ACCEPTANCE OF MINUTES**

*Fran Shippee moved to accept the January 12, 2022, minutes, as amended. The motion was seconded by Kelli Hanzalik and passed unanimously.*

*Fran Shippee moved to accept the January 12, 2022; nonpublic #1 minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously.*

*Fran Shippee moved to accept the January 12, 2022; nonpublic #2 minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously.*

*Gary Winn moved to accept the January 12, 2022; nonpublic #3 minutes as amended. The motion was seconded by Fran Shippee and passed unanimously.*

*Fran Shippee moved to accept the January 13, 2022, minutes, as presented. The motion was seconded by Gary Winn and passed by majority. (Hanzalik abstained)*

*Fran Shippee moved to accept the January 13, 2022; nonpublic #1 minutes as presented. The motion was seconded by Gary Winn and passed by majority. (Hanzalik abstained)*

*Fran Shippee moved to accept the January 14, 2022, minutes, as presented. The motion was seconded by Kelli Hanzalik and passed unanimously.*

*Fran Shippee moved to accept the January 14, 2022; nonpublic #1 minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously.*

*Fran Shippee moved to accept the January 14, 2022; nonpublic #2 minutes as presented. The motion was seconded by Kelli Hanzalik and passed unanimously.*

## **NON-PUBLIC**

*Gary Winn moved to go into non-public session #1 under 91-A:3, II (d) at 9:04 PM. The motion was seconded by Fran Shippee and passed unanimously.*

*Gary Winn moved to come out of non-public session #1 at 9:06 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 Kelli Hanzalik and passed unanimously.*

*Gary Winn moved to go into non-public session #2 under 91-A:3, II (b) at 9:07 PM. The motion was seconded by Fran Shippee and passed unanimously.*

*Gary Winn moved to come out of non-public #2 at 9:17 PM. The motion was seconded by Kelli Hanzalik and passed unanimously.*

*Gary Winn moved to seal the non-public#2 minutes. 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 (c) at 9:18 PM. The motion was seconded by Fran Shippee and passed unanimously.*

Gary Winn moved to come out of non-public #3 at 9:25 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.

Gary Winn moved to go into non-public session #4 under 91-A:3, II (c) at 9:27 PM. The motion was seconded by Fran Shippee and passed unanimously.

Gary Winn moved to come out of non-public #4 at 9:31 PM. The motion was seconded by Fran Shippee and passed unanimously.

Gary Winn moved to seal the non-public#4 minutes. The motion was seconded by Kelli Hanzalik and passed unanimously.

Winn noted that the Board of Selectmen need to get the Selectmen notes together for the town report. The board discussed the items to include in the report.

There will be a working meeting February 2, 2022, at 4:00 PM in the Town Offices.

The Next meeting will be held February 9, 2022, at 6:00 pm in the Town Offices and via Zoom.

#### **ADJOURN**

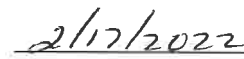
Kelli Hanzalik moved to adjourn at 10:18 PM. The motion was seconded by Fran Shippee and passed unanimously.

Respectfully submitted,


Tricia Lachenal  
Administrative Assistant

Approved by:

  
\_\_\_\_\_  
Gary Winn, Chairman

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Fran Shippee

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Kelli Hanzalik

\_\_\_\_\_  
Date