

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

July 13, 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 6:03 P.M. In attendance were, Fran Shippee, Judy Idelkope, Alissa Thompson, and Tricia Lachenal (via Zoom)

SUGGESTION BOX

The suggestion box was empty.

CORRESPONDENCE

Sealed Bid from Lance Zinn – Map 11A, Lot B5

A \$200.00 bid was received from Lance Zinn for Map 11A, Lot B5.

Fran Shippee moved to accept the bid of \$200.00 from Lance Zinn for property located at Map 11A, Lot B5. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Letter from Aaron Lipsky – Map 18A, Lot B14

Winn read the letter from Aaron Lipsky for revised bid on property located at Map 18A, Lot B14.

Winn noted that the Town Attorney was consulted, and he did not feel that the release bond was inadequate and noted that there are legal precedents that would assure the title issues will be cleared.

Idelkope asked why with the new information and the cleared-up issue, is his bid not back to his original number.

Lipsky noted that the board has accepted lower bids on other properties that have a higher assessed value. Lipsky noted that the board is accepting bids that are way below the minimum bid stated. Idelkope noted that the issue that was brought up has been resolved and her concern is that an original offer was made, then a different offer and even with the potential issues cleared up, there is another offer. Idelkope noted that she would like to be assured that he will not change his mind again. Lipsky noted that he will accept the Quit claim deed for the \$9,000.00 or the release deed for \$7,500.00. Lipsky noted he disagrees with the Town Attorney's opinion. Lipsky noted that he feels he is being generous considering what the board is accepting on other properties. Idelkope noted that she has no issue with accepting the bid, however she does not want more negotiation on this property.

Fran Shippee moved to accept the bid from Aaron Lipsky in the amount of \$9,000.00 and a Quit Claim Deed for property at Map 18A, Lot B14. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Lipsky noted that he wanted to thank Thompson for her assistance and asked what the procedure is now. Winn noted that Thompson will contact him once the paperwork is ready for execution.

Abutter notification for Shoreland Permit Application

Winn read the abutter notification of a Shoreland Permit Application. Winn noted that he has not seen the permit application yet. It was noted that a copy of the application has to be delivered to the Town when submitted. The board would like to make sure that Beauregard gets a copy of the application when received.

PUBLIC COMMENT

Jeff Scott noted that he is following up to prior suggestions about having microphones as it is very difficult to hear the board.

WEEKLY REVIEW

Code Tracker

Winn noted that there is one new item on Route 9A and it is regarding the number of unregistered vehicles on a property.

FINANCIALS

Audit for 2020

Thompson noted she has been in contact with them.

Profit & Loss

The board reviewed the Profit & Loss statement.

OLD BUSINESS

Property to be Tax Deeded – Non-public – RSA 91-A:3, II (c)

Gary Winn moved to go into non-public session #3 under 91-A:3, II (c) at 10:36 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to come out of non-public session #3 at 10:45 PM. The motion was seconded by Judy Idelkope and passed unanimously.

Road Committee

Winn noted that there are three (3) applications to be on the Gravel Road Committee. It was noted that the committee will have the responsibility of open noticed meetings. John Zannotti, John Kondos and Brad Roscoe have indicated they are interested in the committee. Winn noted that decisions will not be made by the committee, but recommendations will be made to the Road Agent on what roads should be taken care of and the order of importance.

Fran Shippee moved to appoint John Kondos, John Zannotti and Brad Roscoe to the Gravel Road Committee and request Zannotti organize the first meeting. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Adler noted that if they would like to come see how the Geotextile fabric works, the Atherton Hill project scheduled for the end of August/beginning of September and they could see a demonstration. Adler noted that the representative from EJP is willing to talk to the committee as well if they are interested in having him at a meeting.

Shippee will be the Selectmen's representative to the committee.

Winn noted that the charge for the committee will be to assess the gravel roads in town and the troublesome spots and advise the Road Agent about prioritization of projects. Winn stated that he is hoping for some direction by October in order to get a budget together for next year.

Zoom virtual meetings SOP updated

The Zoom virtual meeting SOP was updated.

Fran Shippee moved to accept the Zoom virtual meeting SOP as presented on July 13, 2022. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Idelkope noted that committee members have asked about a second computer as not all committee members have a laptop to bring to a meeting. Shippee noted that if there is a member without a computer, they could sit next to someone with a computer and they could both be on the same screen for now as the board decides how to solve the issue. Winn noted that could be a good temporary solution as this is a work in progress. Thompson noted that the Town has two tablets that need to be reset and they could be utilized in that way.

TABLED UNTIL FUTURE DATE

Personnel Policy Review (Attorney Mayer reviewing)

Community Power

Annex Door

Annex Dishwasher

Summer informational session (July 20)

GUESTS

6:30 PM Bruce Adler – Road Agent – Applications

Winn noted that Adler had mentioned he would like to speak to the board about Lake Drive. Adler noted that the Highway has received a couple of complaints about the aggressive pitch after the paving on N. Shore Road. It was noted that Lachenal had sent the board a picture earlier in the day. Adler noted that Allstate can grind it and make the pitch better, but it will cost the Town about \$2000.00 and there are other driveways that are having the same issues. Adler noted that Allstate did indicate they would do a better job with the blending next year, but that will also increase the price. Idelkope asked Adler if the crew could address the issue and make it acceptable for the rest of the year. Idelkope noted that her husband has also bottomed out with his car in their driveway, and she has noticed others with steep pitches on N. Shore Road. Shippee asked how much responsibility the Town has for people's driveway. Winn noted that the issue was created by our paving of the road, however if the driveways were improperly built in the first place, that is not a Town issue. Winn noted he would like to see where the responsibility ends before making a decision. The board agreed.

Gary Winn moved to go into non-public session #1 under 91-A:3, II (b) at 7:05PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to come out of non-public session #1 at 7:26 PM. The motion was seconded by Fran Shippee and passed unanimously.

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

7:00 Brad Roscoe – Upcoming Elections

Roscoe noted he wanted to touch base about the upcoming elections. Roscoe noted that there is one on September 13 and another on November 8th. Roscoe noted that he has been working with Ewell and coordinating things. Roscoe noted that he would like to utilize the Town Hall for the first one and the second will be held at the school. Roscoe noted that if COVID breaks out again, he will have a backup plan. Roscoe noted he would like the hours to be 8:00AM – 7:00 PM. Roscoe noted he will need the Town Hall reserved for September 12-14 and November 7-9. Roscoe noted the layout is similar to other years with space between tables to allow people to get through instead of having to go all the way back. The board is happy with Roscoe's plans.

Winn noted that there is a public meeting next Wednesday at the Town Hall and asked Roscoe to assist with making sure the town employees have the passwords and access to the WIFI. Roscoe will get with Thompson this week to get the details.

7:30 PM EDC -Budget Concerns

Ron Rzasa noted that he is seeking clarification on the budget. Rzasa noted that they have received conflicting information and wanted to check with the board. Rzasa noted that the EDC would like to spend \$250.00 and be included in the Old Home Days brochure, but they do not have an advertising budget.

Winn noted that the committee could overspend budget lines, but not the bottom line of their budget. The expense should be added to an appropriate line.

NEW BUSINESS

Applications for Library Trustee

Winn noted that there were some applications received by the board for the Library Trustee position. Winn noted that he has a letter from the Library Trustees and minutes supporting their motion to nominate Scott Riddlemoser for the position. Winn noted that Heather Madden, Erin Soltys and Michelle Fuller have all sent in letters of interest for the position. Winn noted that the board has not held any interviews yet. Winn noted that Cathy Harvey forwarded a list of questions to be asked because she is unable to attend the meeting, however may attend via Zoom. Idelkope noted that the questions will be sent directly to the applicants.

Cathy Harvey noted that the (Library) board has unanimously approved Scott Riddlemoser as a trustee. Harvey noted that the trustees have not received any other letters and are submitting only Scott Riddlemoser for the position. Harvey noted that she is hoping that the trustees will elect Riddlemoser for the unique position of secretary as theirs has resigned. Harvey went over the duties of the secretary stating they are responsible for knowing RSA 202 and RSA 91-A and keeping the board up to date on the changes. Harvey noted that the board feels like Riddlemoser has the experience needed to be the secretary. Harvey noted that the way the position was posted in the Happenings was not accurate and did not portray the workload. Harvey noted that she did not hear in any of the applications that they are familiar with RSA 202 or RSA 91-A and that is important for the board. Harvey noted that their last secretary relied on information from the NH Library Trustees and the information was inaccurate and therefore they would like the new secretary to be up to date on these RSA's. Thompson asked why the secretary is not a paid position like the other boards. Harvey noted that no trustee can be paid for any role. Idelkope noted that a clerical secretary with all the duties listed, does not have to be a member of the board. Harvey noted that the secretary cannot be an alternate as they are not always seated. Winn asked if the board wanted to meet and consider the applicants. Winn noted they also have an alternate position open. Idelkope noted that the board should hold a special meeting as the trustees are concerned about not having a member appointed.

Harvey noted that she would like to reiterate that the trustees are bringing Mr. Riddemoser forward as a permanent trustee not an alternate.

The board will hold interviews with the interested people on Wednesday July 20th at 4:30 PM. The questions will be sent to them. It was suggested that a question be asked if they would be willing to take the secretary role.

Harvey noted that it is not up to the Selectmen who should be the secretary. Harvey noted that the trustees are only asking for an appointment of Scott Riddlemoser. Harvey noted that she was uncomfortable with what she was hearing and believed the Board of Selectmen were overstepping.

Winn noted that previously Harvey indicated the new person may be elected as secretary. Harvey noted that she does not care if the applicants are interested in being the secretary.

Harvey noted that she is unhappy with the board postponing the appointment again. Harvey noted the board has had a couple of months and it should not be postponed any longer.

It was noted that this position is only until elections.

Idelkope asked if the board should also be appointing an alternate for the open position. Harvey noted that the trustees are not asking for an alternate to be appointed. Harvey noted that would be a board decision. Idelkope noted there is a trustee meeting prior to next Wednesday and they should be asked if they would like the board to appoint an alternate.

Primex Contribution Assurance Program

Winn noted that Primex is offering the CAP program. Winn noted that will allow for a max increase of 10% each of the next three years. Thompson noted that this is a renewal.

Judy Idelkope moved to participate in the Primex Contribution Assurance Program for CY2023-CT2025. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

OTHER BUSINESS -

Winn noted that the Summer Informational meeting is July 20, 2022 at the Town Offices at 6:30 PM. It was noted that if someone comes forward that is interested in joining the Gravel Road Committee, there is room for a couple more.

Winn noted that the front door to the Town Hall was left unlocked and cracked.

Winn noted that there is not adequate power for the dishwasher. Winn noted that the last time he was in there it needed a cleaning. Winn noted that it needs to be professionally cleaned or the people using it need to do a better job of cleaning after themselves. Winn noted there was also some vegetables in the fridge.

The board discussed who to call for work on installing the dishwasher and updating the electrical to support it. Shippee noted there is also a need for a spigot on the outside of the building. Shippee will get a quote for the spicket and the work with the dishwasher and bring it back next week.

Idelkope asked if the Capital Improvements Plan was finalized. Shippee indicated it was finalized. Lachenal noted it is located on the Town Website.

Shippee noted that the Planning board set up a Transportation Sub-Committee. The committee has come up with some recommendations and would like input from the Board of Selectmen before the deadline of July 29. It was noted that the Planning Board has asked the Board of Selectmen to attend their meeting on July 18. It was noted that it will be noticed as a Board of Selectmen meeting as well in case they are looking for input.

Winn noted that he attended the SWRPC transportation corridor meeting last night. Winn noted it was all people from Chesterfield except one other person was from Keene. Winn noted it was mainly a discussion for residents to give feedback on what they want to see and any issues they are having. Winn noted that it was a worthwhile meeting.

Thompson noted that the equipment purchase grant was approved. The Town has been approved for a portable generator, 5 AED's a mobile traffic sign and part of a new phone system.

Thompson noted that some of the phone system is not eligible and that is why the Town will need to cover that portion. Thompson noted that Chief Chickering has indicated that he has the money in his budget and is willing to spend it to save the money by utilizing the grant money.

Thompson noted that the total cost for the phones is \$20,412.34 and the grant will pay \$14,134.00. Thompson noted that the voicemail for the police is not working and two of his officers do not have a phone. Thompson noted that the OEM director has indicated that the money in his budget designated for his stipend can be utilized for the town match part of the grant.

The telecom company is First Choice out of Brattleboro.

Judy Idelkope moved to hold a public hearing to accept grant money and pay the balance for the generator, AED's, mobile traffic sign and phone system. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson noted she met with the EDC and Darlene Smith and talked about childcare and the new recreation building. Thompson noted that there may be additional funds through SWRPC. Thompson noted that the EDC is on board with assisting but would like the Board of Selectmen and Planning Board support before putting a lot of energy into the project. Idelkope noted that she has reservations noting she would like to see a survey of Town residents to determine the need for a daycare. Thompson noted that she spoke with Smith who plans on setting up a tent at Old Home Days to speak to people about the idea. Idelkope noted that she is unsure if the Town should be in the business of running a day care. Idelkope noted that the after-school program cannot find help and staffing a day care may prove to be difficult. Thompson noted that the building is also for camp and afterschool programs as well. Idelkope noted that the size of the building may need updating.

Idelkope noted that the program would need to pay for itself and then the building would still need maintenance and ongoing support. Shippee noted she is concerned about the location for a daycare and has concerns about safety near the lake.

Thompson will get a survey together and out to the public.

Idelkope noted that the tennis court needs a new crank on one of the poles and she is working on getting a quote to fix it.

PUBLIC COMMENT

John Zannotti noted that the board has an agenda and its set out and published and he is unhappy that someone from the public is allowed to comment on an agenda item and interrupt the meeting for 35 minutes. Zannotti noted that this has happened in the past and he feels it is unfair to the people that come to the meeting and wait respectfully for the public comment portion of the meeting. Zannotti noted it is 10:00PM and he has waited patiently for the chance to comment. Winn noted that he does agree with Zannotti and stated that he allowed her to speak as she is the Chairman of the Library Trustees which was the topic of the discussion, but it got more involved than he intended.

Zannotti noted that the board discussed the content of the Zoom SOP and there was a suggestion about sharing the screen with the person next to you if you do not have a computer. Zannotti noted that he does not believe this is the solution and the board should consider stations so when people come in, they log onto a computer there and do not have to bring their own computers.

Zannotti noted that he volunteered for the Gravel Road Committee and noted that before he is willing to be the facilitator to get the committee started, he needs to see some documents. Zannotti noted that he would like to see the mission statement/goal of having these folks meeting and what the board is expecting to come out of the meetings, who the members are and a timeline. Zannotti noted that one of the members of the board needs to communicate that information to him.

NON-PUBLIC

Gary Winn moved to go into non-public session #2 under 91-A:3, II (d) at 10:29 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to come out of non-public session #2 at 10:32 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to go into non-public session #4 under 91-A:3, II (c) at 10:47 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to come out of non-public session #4 at 11:07 PM. The motion was seconded by Fran Shippee and passed unanimously.

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

ACCEPTANCE OF MINUTES

Fran Shippee moved to accept the July 6, 2022, minutes. The motion was seconded by Judy Idelkope and passed unanimously.

Fran Shippee moved to accept the June 29, 2022, minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously.

Fran Shippee moved to accept the June 29, 2022, non-public #1 meeting minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously.

Fran Shippee moved to accept the June 29, 2022, non-public #2 meeting minutes, as presented. The motion was seconded by Judy Idelkope and passed unanimously.

Fran Shippee moved to accept the June 29, 2022, non-public #3 meeting minutes, as presented. The motion was seconded by Judy Idelkope and passed unanimously.

Fran Shippee moved to accept the June 29, 2022, non-public #4 meeting minutes, as presented. The motion was seconded by Judy Idelkope and passed unanimously.

ADJOURN

Judy Idelkope moved to adjourn at 11:13 PM. The motion was seconded by Fran Shippee and passed unanimously.

The Summer informational meeting will be held on July 20, 2022, at 6:30 at the Town Hall.

The board will meet on July 20, 2022, at 4:30 PM and July 27, 2022, at 6:00 pm.

Respectfully submitted,

Tricia Lachenal

