

Board of Selectmen
TOWN OF CHESTERFIELD, NH
SELECTMEN'S MEETING
June 17, 2020
6:00 PM Via Zoom

Note: This meeting is recorded

CALL TO ORDER

Jeanny Aldrich called the meeting to order at 6:02 P.M. In attendance were, Jeanny Aldrich, Fran Shippee, Gary Winn, Alissa Thompson and Tricia Lachenal.

As Chair of the Chesterfield Board of Selectmen, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-876-9923 and password 896 5315 2849 or by clicking on the following website address:

<https://us02web.zoom.us/j/89653152849>

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Chesterfield website at: <https://chesterfield.nh.gov/>.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem, please call 603-499-6534 or email at: Selectman-a@nhchesterfield.com.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting; we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

SUGGESTION BOX

Thompson stated there was nothing in the Suggestion box.

CORRESPONDENCE

Letter from DOT about Safety improvements at Intersection of Route 9 and 63

Aldrich noted that a ICWS (Intersection Conflict Warning System will be installed hopefully in the Spring. It was noted that the bid went out today. Thompson will sign the document.

Letter from Cheryl Maibusch

Aldrich read an email received from Maibusch as follows:

Per the recommendation of the Chesterfield Conservation Commission, I have reached out to NH-DES in regard to a beaver stick pile (no longer a dam) that has been in the section of Partridge Brook that runs through our property since May of 2016. You can read the history of the issue by going to the bottom of this email chain and read my initial correspondence and then, above that is the response from said agency.

Quite frankly, this issue is one that was created by the Select Board (admittedly not since any of you have been involved with the Select Board) and I don't feel it is our responsibility to clean up the Town's problem. I have been asking about this ever since we moved here and finally got the story at the last Conservation Commission meeting which gave me a potential path for resolution.

This stick pile is huge and I don't believe it is something we should have to clean up. Please advise how you would like to proceed.

Aldrich noted that she is working on this and will get back to them. Shippee noted that the response indicates that it should be moved gradually. Aldrich stated that she is working on it.

Winn – email from Parisi on 13th –

It was noted that Shippee was responding to this. Shippee noted that Parisi is all set.

PUBLIC COMMENT

Cheryl Maibusch noted that within the past week, there has been some activity on the pile. Maibusch noted that the sticks have been scattered. Maibusch noted that she did not see it being done, but it does look different. Maibusch noted that the brook is low and removing it gradually can be done now.

Barbary Girls noted that it seems unfair that people are allowed to stay on the Beach from morning till night. Girls noted as many people as possible should be afforded the ability to use the

beach. Girs noted that if only 50 people are allowed then it seems like there should be appointments for 3 hours and that will allow others to go as well. Aldrich noted that the Board will be talking with Hill later this evening and it will be brought up then. Jeff Scott noted that the other night at the Planning Board meeting there was talk about a petition to the Governor to allow the Zoom meetings to continue going forward. Scott noted that a lot of public are now attending meetings, so it should be allowed even if it is in conjunction with physical meetings in the Town Offices. Scott noted that he would like the Planning Board to allow for public comments the way the BOS does. Aldrich noted that she is currently looking at all avenues for broadcasting meetings. Aldrich noted that some boards have indicated they are not comfortable meeting in person at this time. Aldrich noted she wrote NHMA and they indicated that once the State of Emergency is lifted, the Town will not have a choice about holding in-person meetings. They suggested a bigger venue if necessary.

WEEKLY REVIEW

Aldrich noted that the code enforcement tracker was not ready for this meeting. Aldrich noted she will be speaking with Dumont tomorrow and will have the tracker ready for the next meeting.

OLD BUSINESS

Progress on erosion issue on town owned beaches

Aldrich noted there has been no response from Martini regarding the missing pipe they state they have an issue with that.

Town hall annex plans – letter to DA Brothers for punch list (June 1)

It was noted that some of the items from the punch list will be done on Friday. Shippee noted the minutes regarding the toilets are nowhere to be found. Aldrich noted she will look at her file. Aldrich noted that McKeon should have the information. McKeon noted that he does not understand what the issue is. Shippee noted that not all of the toilets are the same and she cannot find the list of what the Town picked to be installed. McKeon noted the Town paid for the skirted toilets. Aldrich noted that there is a section in the contract that states they are not supposed to install anything until the Town chooses what to install. McKeon noted that it appears the sub-contractor was not informed and they did not rough in the correct toilet for two of them. Shippee will call him or meet with him on Friday to discuss it more. Aldrich noted they need to fix the issue as they did not follow through with the decisions that were made. It was noted that DA Brothers is also responsible to loam and seed out front. The building will not be rented until it is finished. Shippee noted she gave a deadline of July 6th.

COVID-19 –

Town Offices - Tricia and Alissa update

Thompson noted that the bathrooms have been marked for one person only at a time and the meeting room has been posted for the occupancy limit. It was noted the building is open on Mondays and Tuesday it is cleaned before anyone arrives. If the building is open more, there will need to be a decision made about more cleaning days. Girs noted that she does not believe they need to open back up entirely because it is working well with having people do things by mail

and online. Girs noted her office may need one more open segment as Mondays are very busy. Girs noted that the cleaning company does not do a good job. Girs will forward pictures to Thompson to show what is not being cleaned. Girs asked what was going to be done about the ACH payments and if the Town was going to continue to cover the fees. Girs noted if we continue to cover them then there is no rush to open back up. Girs noted that she is hearing that numbers are going up in many states and she would like to see what happens with other businesses and watch the numbers before we open fully. Girs noted that with the other offices not open, it is creating an issue for her as she is getting calls for the tax office and building inspection office and it takes a lot of time. Aldrich noted that there is a person out in the selectmens office and Dumont is checking messages for the building office, but that will be fine tuned in July. Girs noted that is a long time for her to get the phone calls returned. Aldrich noted that the Tax Collector has indicated that his hours are working for him and the citizens and he will not be changing them. Shippee asked if the building opens for regular hours how much would the extra cleaning cost the Town. Thompson noted that the bill comes monthly and is \$300.00 for the Town Office side. Aldrich will reach out to find out how much the ACH payments are costing the town for discussion at the next meeting. Winn noted that there must be some cleaning requirements because employees are in the building. Aldrich noted that the employees are doing cleaning on their own. It was noted that a schedule should be made and shared between the TO, Building, Town Clerk and Tax office. Aldrich would like a plan at the July 1st meeting about re-opening. It was noted that depending on how cases rise and fall, we should be prepared to close quickly if necessary. Chickering noted that the PD can open anytime as Penny is behind a partition, so if the Town Offices open, they will be ready. Aldrich noted that the Town Offices should use the service window to access the office. Lachenal noted that access to the office is needed as the zoning maps and abutter information will not fit through the window. Winn asked if a Plexiglas barrier should be put up between the door and the secretary desk. Thompson noted that with masks required, it may not be necessary. Shippee noted that she has not received any complaints about the office being closed. Thompson will reach out to Girs to find out what day she would like to be open and the date she would like to begin. Hill noted that the 50 person capacity on the beach is very manageable. Aldrich noted that Girs had suggested a time limit for people on the beach to allow others to come in. Hill noted that she is not comfortable telling them to pay to come to the beach and then making them leave after a few hours. Hill noted that the staff is busy as it is with so much happening. Hill noted that they are covering the snack shack, the people coming in and also cleaning the bathrooms after each use. Hill noted that she is not comfortable with kicking people off the beach once they have paid to be there. Hill noted that she is more comfortable turning people away when the limit has been reached. Winn noted she could put up a notice encouraging people to share time on the beach with others. Hill noted that she would like to take 75 people on the weekends when there is no camp. The board agreed that is acceptable. Hill noted that all camp parents have received emails and will be remaining in their cars. The children's temperatures will be taken while in the vehicles.

Letter to Boards and Commission on Virtual Meetings

Letter will be sent to the boards and commission secretaries

Shippee will work on an updated employee illness policy.

Boards and Committees Assignments

Aldrich noted that one Board of Selectmen or representative has to be at an Election for the entire time it is occurring and also for counting. Thompson will see if there is an updated NH Election Procedure Manual as Shippee has the 2018 version. Aldrich noted that one town citizen has indicated that the Board of Selectmen do not have to be at all the boards and commissions meeting. Aldrich noted she has not had time to research that information.

Shippee asked if there was room for changing assignments. Shippee noted that she is not sure that she is the right person for the ZBA. Winn noted he is flexible. Shippee noted that she would like to take Spofford Fire Precinct and give Winn the ZBA. It was asked if parks and rec was an actual assignment as the commission is inactive. Thompson will look into this as Hill is handling things and answers to Thompson now. Winn noted that he did attempt to go to the precinct meeting on Monday, but was not given access. Winn noted that they only are allowing fire fighters and commissioners in the building and are not allowing access to the public. Aldrich noted that they need to be notified that if they are having a public meeting, they need to be open to the public. Winn noted that both Precincts are holding in person meetings. Shippee noted she understands the lock down at the station, but public does need to be able to attend. Aldrich noted she will reach out to them. Shippee will take the Spofford Fire Precinct and Winn will take the Zoning Board of Adjustment.

Reduced Salt Letter to State DOT

Chickering noted that he had a meeting with the supervisor of Division 4 and he felt that the speed of Route 63 will not decrease the safety with reduced salt, and Route 9A as well, but Route 9 is not ok to use reduced salt. Chickering noted that is his recommendation. Aldrich noted that the State said they would not allow it on Route 9 or 9A. McKeon noted that they were ok with 9A, just not Route 9. Aldrich noted that Dumont was not in favor of it on 9A. Dumont noted that with the newest information, he is ok with reduced salt on 9A. Winn will contact Ege as she is the last person. Shippee will get signatures and clean up the typos. It was noted that the Spofford Commissioners need to give Dumont permission to sign the document. McKeon noted that the school board is ready to sign the final document.

TABLED UNTIL FUTURE DATE

Personnel Policy Review

Camp Spofford Agreement

Wastewater Disposal System Regulation

Police Department cost of increased wages

Town Hall RFP Window Replacement

Old Town Office Purchase/Lease Agreement

GUESTS:

6:30 Duane Chickering (Non-public RSA 91-A:3, II(a))

Jeanny Aldrich moved to go into non-public session at 6:45 PM, per RSA 91-A:3, II(a) for the purpose of the dismissal, promotion, compensation or disciplining of a public employee the motion was seconded by Gary Winn seconded the motion, which passed unanimously by roll call vote.

Jeanny Aldrich moved to come out of non-public session 6:59 PM . The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Jeanny Aldrich moved to seal the non-public #1 minutes. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

NEW BUSINESS

Results of Town Meeting

McKeon noted he reached out to Jay Jenkins and let him know that the article passed and he is looking forward to moving forward with the purchase and lease of property. McKeon noted that Ratigan has the draft version of the purchase and sales agreement and the lease which will be sent to the board. McKeon noted that Jenkins will be back in the area from his winter home around July 18, so hopefully a closing can be set sometime after that.

Items that need to be addressed:

It was noted that Avitar software will need to be acquired. Thompson has discussed the North Shore building porch with Lord. Hill will handle the tennis court. It was noted that the money for the Town hall windows may not be enough. Winn noted that when it was presented, it was not presented as enough money but a starter fund. Shippee noted that she is working on the Moose Plate grant for funding of this project. It was noted that if there is a contract in place, the money can be encumbered for one year. Shippee noted that the library is working on their carpet. Winn will put together the letter for article 40 and send to Thompson.

Town Roads Inventory

Aldrich noted that Lord stated we do have an inventory of roads and a tentative schedule for paving. Winn asked how much flexibility is there with the paving since the list was put in the article this year. Winn noted that his concern is that although Lord has a good plan, the article passed that states it would be used to rebuild North Shore Road and the Town would like to spend it on different roads. Thompson noted she spoke to Penny at the DRA and there is no issue on their side, but suggested consulting with the Town Attorney about possible other issues. Thompson noted that Ratigan noted he does not see any issues. Aldrich noted that in the future, it would be a good idea to have the paving schedule available to anyone that wants to see it. Shippee noted that it may cause issues when people see their road and then something happens and it has to be moved. Winn noted it would be good for the budget committee to have.

OTHER BUSINESS -

Shippee noted that she went to the Chesterfield Fire Precinct meeting. They had some issues with the truck they ordered, but got it all straightened out. The truck will not be here until February or March.

Shippee noted that the NRRA has webinars and she listened to one this AM. Shippee noted they are having one every Wed and Friday though the summer. Shippee noted this week they are free and going forward, they are \$25 each. It was noted that Shippee can attend as many as she has time for and will forward any information along to the rest of the board.

Shippee noted that she received a request from the Keene Sentinel about information on the Marsh house. Shippee noted she replied that they are not ready, but will be happy to talk to them once the board is ready.

Shippee noted that she was informed a right to know request has not been responded to and she is following up on that. Shippee noted that it may have gone to junk mail, as she finds some emails in the junk mail folder. Shippee will attempt to get the request resent. Shippee asked how to avoid things getting sent to the junk folder. Lachenal noted that the spam settings can be relaxed, but people were getting a lot of junk email and that is why they are at the settings they are. It was noted people should check their junk folder on a regular schedule.

Winn noted that if board members are concerned about meeting in person, a partial solution may be to have a quorum at the meeting and Zoom for everyone else. Aldrich noted that if there is a quorum of the board in a physical location, the public has a right to attend. Aldrich noted that the boards do not want to sit with other members.

Aldrich noted that she sent an email to McKeon asking about a reference to Cersosimo for the gravel pit permit. Aldrich noted that she is aware a permit gets signed every year, but does not know anything about investigation from the State. McKeon noted that he forwarded a couple of emails from the past between Counsel for Cersosimo and the Board of Selectmen. McKeon noted that the Town has jurisdiction over a state regulation under RSA 155-e. McKeon noted they provide an AOT permit every 5 years and the Board of Selectmen and the Planning Board are supposed to look at it and confirm they are where they say they are. McKeon noted that the Board can reach out to the State and they can utilize google earth and verify they are where they say they are. It was noted that the permit should be in the Board of Selectmen's office.

Aldrich noted that due to COVID, the furniture and toys should be removed from the hallway. Lachenal will be in the office tomorrow and will move them.

Aldrich noted that the legal calls have been changed to Thursdays.

Aldrich noted that 9A,LLC and FedEx received conditional approvals on Monday. The Brady lot line adjustment was approved as presented.

LEGAL (red folder) -

PUBLIC COMMENT

Jeff Scott asked about the light on 9 and 63. Aldrich noted that she is not sure exactly what it will look like. Aldrich noted there are only 3 of these lights in the State. It was noted it will be more sophisticated than the one that was there in the 90's.

ACCEPTANCE OF MINUTES –

6/10/20

Fran Shippee moved to accept the June 10, 2020 minutes as amended. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

6/10/20 Non-public #1 and #2.

Gary Winn moved to approve the non-public minutes #1 of June 10, 2020. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to approve the non-public minutes #2 of June 10, 2020. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

NON-PUBLIC -

Jeanny Aldrich moved to go into non-public session at 9:04 PM, per RSA 91-A:3, II(a) for the purpose of the dismissal, promotion or compensation of any public employee, To discuss issues from the previous Board of Selectmen to the current Board of Selectmen the motion was seconded by Fran Shippee and passed unanimously by roll call vote

Jeanny Aldrich moved to come out of non-public session 9:17PM . The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Jeanny Aldrich moved to seal the minutes of the non-public session . The motion was seconded by Fran and passed unanimously by roll call vote.

Next meeting is July 1 unless there is an emergency with Covid.

ADJOURN

Jeanny Aldrich moved to adjourn at 9:20. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Respectfully submitted,

Tricia Lachenal
Interim - Secretary to the Selectboard

Approved by:



Jeanny Aldrich, Chairman

7/5/2020

Date



Fran Shippee

7. 8. 2020

Date



Gary Winn

07/04/2020

Date