

**Town of Chesterfield
Board of Selectmen
Minutes for June 27, 2019**

Opening: Jon McKeon opened the meeting at 6:00 PM. Present were Norm VanCor, Jon McKeon, Jeanny Aldrich, Alissa Thompson and Susan Rigg.

Suggestion Box: Comment regarding the weeds and dead greenery in the front of the office building. Thompson will ask Chris Flagg to clear out the area.

Public Comment: Barbara Girs, would like someone who knows gardening to work on the area.

Jeff Scott spoke regarding signage at the boat parking area. More people are parking in the area that are not using boats. He said there could be room for 5 more spaces with some changes to the area. There is confusion over whether it is for people visiting on boats or hauling boats.

Mike Descoteau spoke about his request to have mail delivery on Old Swanzey Road. He said he has photos of driveways on the road. He told the Board the Police Dept ran a report that shows only 15 car accidents on the road over the years. Only two were injury accidents. He said there should not be safety concerns with mail delivery. This is a "re-trace" route which means all mailboxes will be at the end of each driveway.

Old Business: Town Hall Annex Plans: McKeon said the Board met with Buddy Champney from DA Brothers to review plans and submittals. They chose faucets and fixtures. They also reviewed the kitchen hood exhaust and McKeon provided a lay out for the exhaust design. Aldrich provided a list of equipment available for purchase, including an Ansul system. Jeanne will plot out the kitchen to be sure the layout works before the space is framed. VanCor asked about record keeping for the project. Aldrich suggested a scan file. McKeon will set up an electronic file to use for storage and access of paperwork. This will include minutes, progression lists, etc.

Thompson told the Board that Buddy Champney (DA Brothers) advised her an employee fell through the ceiling at the Annex. They will be responsible for the repairs to the broken area. The DA Brothers employee was unhurt.

Former town office plans: McKeon attended an Economic Development Committee meeting last week. The EDC wanted to know their role in the former town office project. McKeon told the EDC he would appreciate them finding an entity to buy or rent the space. McKeon advised the Select Board is moving forward with the project, but funding would not be provided by the town. Without town funding, the EDC would have to get a nonprofit organization to fund the project. The EDC would like to put the "for sale" sign up on the premises. The EDC advised McKeon they set a six-month deadline to find an entity take on the project. If they are not successful, they will send the project back to the Selectmen. The EDC would like a drop down on the banner on the town website. The Board said they prefer to leave the website as it is currently. Aldrich said the EDC page on the town website contains a link to the EDC website. This is the standard for all boards and committees. Aldrich will explain this to the commission at their next meeting. VanCor said the six-month deadline is self-imposed by the EDC and is not a hard deadline for the project, as a whole. He continued; the Board of Selectmen would be happy to collaborate with the EDC. The EDC also asked if they can fundraise. McKeon advised them, yes, they may fundraise. Aldrich is meeting with Andrew Cushing to review options for other funding.

Progress on erosion Town of beaches: VanCor said the NH Dept of Environmental Services sent a letter of deficiency on June 14, 2019. Anthony Martini, Jr. made several calls to DES complaining about the stream restoration. Jeffrey Blecharczyk, of NHDES, visited the site and said there appears to be a difference between the design and the construction of the stream; particularly the apron as it comes to the lake. The contractor (Pat Rawson Construction) stands by his work, and Norm said the measurements are exactly as designed. John Ratigan suggested VanCor have a meeting with Blecharczyk, Brian Vincent (Fuss & O'Neil) and Pat Rawson (Rawson Construction) to measure and

compare notes and drawings. Mr. Martini is not a party to this, his father owns the land, said McKeon. McKeon expressed surprise that the DES compliance officer did not notify the Town of the inspection. It was Samantha Hill, Parks & Rec Director, that alerted VanCor to the presence of a man taking photos. Ratigan will reach out to Collis Adams at NHDES, he is the Administrator of the Wetlands Bureau, for more information.

VanCor said the plantings have been ordered and he expects delivery the week of July 22, 2019. He estimated planting will take two days for both beaches. The landscape designer will oversee the project.

NEW BUSINESS: Decisions on kitchen equipment for annex: Aldrich will plot the kitchen lay out and send it to Thompson so it can be reviewed by the Select Board.

New Zoning Board Application Approval: McKeon said he would like a break-down of the fees to be charged and how the ZBA arrived at the fee. VanCor asked if an attorney reviewed the verbiage and McKeon said he believed it was sent to Ratigan for review. As a Board, they support the updated ZBA application. Aldrich will bring this back to the ZBA for detailed on the fee structure.

Old Swanzey Road – Mail Delivery: Mr. Descoteau would like to receive rural mail delivery at Old Swanzey Road. The US Postal Service denied the request and used statements from DPW Director Chris Lord to back up their denial. Lord said he did not make the statements. He did say he is concerned with damage to mailboxes by snowplows, he wants to make sure the town is not liable for damage to mailboxes. McKeon said if the mailbox is not in the proper place and gets knocked down, the homeowner will be responsible. McKeon we should establish that the denial letter to Mr. Descoteau from the USPS was not correct in the statements attributed to Road Agent Lord. Thompson will draft the letter for board review.

Annex Donation Trust Account: Aldrich made a motion to set up an unrestricted fully expendable town hall annex kitchen supplies fund. McKeon seconded the motion. After discussion about the process, Aldrich withdrew the motion and McKeon withdrew the second. Aldrich said new funds should be unrestricted, fully expendable, and any leftover monies can be moved to the general fund. VanCor asked why the process is different from the summer concert series donations. It was discussed that the concert fund will be on-going. The annex may not be a fund that continues. What about a timeline, asked Aldrich? The kitchen trust fund would remain a fund until we close it, said VanCor. If donations stop, we can at that point close the fund, said Aldrich. *McKeon made a motion to open an account for donations for the town hall annex kitchen supplies. The fund is unrestricted and may be fully expended, with the Board of Selectmen being the agents to expend. VanCor seconded the motion and it was approved unanimously by roll call vote.*

Aldrich made a motion to accept forty checks in the sum of \$2,490 for the town hall annex kitchen supplies trust. McKeon seconded the motion. It was approved unanimously by roll call vote.

DES Letter in regard to Faith Mba: The Board was involved with this two years ago for some DES Violations, said McKeon. The owner of the property was advised there would not be a Certificate of Occupancy granted until the violations were addressed. There is a different compliance officer now at DES and they have allowed changes to the topography within the footprint to allow compliance, said McKeon. McKeon asked the DES who checks the qualifications of the people making the improvements as defined within the amended compliance letter. Mr. Blecharczyk, of NHDES, stated in an email that the town would get “official” correspondence on this question. No response has been received, he said. The Town does not know what items on the violations list are done. The Town will need correspondence from the DES outlining the status of the violations before the Town can move ahead with deciding on the COO.

Summer Informational Session: A date will be set for a Wednesday in August.

Fireworks permit process banner on website: This may need to be done by Pinnacle, said Aldrich.

Broadband Groundbreaking Ceremony – August 6 at 6-7 PM - Will be here at the town office, said Thompson.

PUBLIC COMMENT: Dan Cotter said he is speaking as the vice chair of the Budget Committee. He would like to meet with Thompson to discuss how the budgets are arranged. There were changes made to the format last year and they would like to work on the budget form together. VanCor said there were changes in the accounting, which is consistent with the auditor process. Thompson comes with a vast knowledge of finance, and she should be recognized for what she brings to the table, said VanCor. It was acceptable to the Board that the budget chair talk with Thompson about the format going forward.

Ron Rzasa asked McKeon if he had the information on land for sale. McKeon said he did not make that contact, yet. Rzasa would like that information.

Descoteau then addressed the Board to state the post office is responsible to be sure the boxes are placed properly.

GUESTS: Senator Kahn came before the Selectmen at 7:40 with a legislative update. He reported the education budget restores stabilization funding; it will be fully restored in both years. The adequacy funding formula favor towns which have done valuations since 2012. This is not Chesterfield's situation. Over two years \$121,000, will be restored to funding. Special education was not being funded at the full 80% share and this is restored at full funding in the budget. Children Youth and Family case workers and supervisors are being added. An audit from 2016 identified staffing ratio which shows there needs to be more hired but finding work force is an issue. Healthcare providers in the state will receive a rate increase for Medicaid reimbursement so we can be more competitive. In home service, nursing home care, inpatient at hospitals, and development services will receive rate increases.

LCHIP: The budget includes a 40% increase to a \$5,000,000 allocation for the next two years. This will be paid for with a fee increase on real estate transfer taxes.

There is an appropriation of \$288,000 for a closed-out project which will be used toward a welcome center on Rte 9 in West Chesterfield.

McKeon told Senator Kahn he would like to see emphasis put on trades in education. Senator Khan said he introduced a career readiness credential bill. It allows high school students to take college level classes in the 2nd year.

The Board told Senator Kahn they are interested in a Net Metering bill to expand capacity to 5 kilowatts.

McKeon said the intersection of Route 63 and Route 9 is very concerning. Senator Kahn said this intersection will be addressed in 2020. This will include activated warning lighting, clearing of trees, and repainting of lines. McKeon said this should be addressed sooner, Senator Kahn said he will get more information on this.

VanCor told Senator Kahn that senior housing is an important topic to the region and Chesterfield. VanCor asked to be kept informed about initiatives. Senator Kahn said in 2020 there is a \$5,000,000 set-aside proposal for low income housing.

VanCor also talked about the Senate Bill 59, regarding PTSD presumption. He is concerned about the cost of this bill. Senator Khan said this passed both the house and the senate and believes this is a worker's compensation issue. The bill also includes studies of post-traumatic stress, said Senator Khan.

VanCor told Senator Kahn towns should be in control of wetland and shoreland permits. The DES is doing a poor job of managing this process. Senator Kahn said there was an audit and the concerns with the process were extensive. He will talk with Bob Scott, the Commissioner about this sometime over the summer. McKeon said he talked with DES a week ago about who is able to make approvals and what the qualifications are for this position. McKeon has yet to receive a response, he said.

Aldrich shared her concerns about transportation issues, particularly between Keene and Brattleboro. Senator Kahn said he did not recall any discussion of this topic during the budget talks, but the 10-year transportation plan is being updated this year.

Aldrich said she is also concerned about elder and low-income housing. A zoning change to allow up to three houses on family land could allow additional housing for elderly.

Aldrich said the Forest and Lands Dept has not done a good job of notifying the area regarding the clearcutting in Pisgah. She said the money from the cut/sale does not come back to the local park and that no maintenance has been done in Pisgah. Pisgah is a resource for the area and is being neglected by the State. Aldrich would like better notification and money coming directly back to the park for maintenance.

McKeon thanked Senator Kahn for his work with the internet bill, which allowed the Town to pass the Broad Band project. The Selectmen thanked Senator Kahn for the update and for his interest in the Town.

VanCor advised that Parks & Rec Comm discussed letting kayaks and canoes on to the beach. He said parking at Wares Grove is already crowded and advertising that kayaks and canoes can launch from the beach for a fee will only increase the congestion. It was agreed this is not a business to pursue.

VanCor said as of August 17, 2019, the town beaches will close at dusk, rather than at 9:00 PM. Also starting August 17, 2019, there will not be lifeguards at Ware's Grove. Lifeguards will not be available for work. New signs will be posted so the public will know this in advance of the date.

Aldrich said the Conservation Comm. wants to know if we will support them in getting new septic ordinances for the lake. Yes, said McKeon, he would like the use of fertilizer addressed also. Aldrich said a steep slope ordinance was handed to the planning board, and they have not received anything back. Aldrich will speak with James Corliss or John Koopmann (both on the Planning Board) to get this moving again.

Aldrich said she has been to North Shore and people are bringing dogs to the beach. No dogs are allowed, but signage is not posted. This will be brought to Chris Lord's attention.

McKeon said the Planning Board will have a consultation with Pine Grove Springs about their plan for a six-lot subdivision on the lake.

McKeon made a motion to expend \$15,000 out of the Parks and Rec Pickup Truck Expendable Trust Fund. VanCor seconded the motion and it was approved unanimously by roll call vote.

Thompson said Parks & Rec purchased a paddle boat. *McKeon made a motion to expend \$349.99 out of the Parks and Rec Enhancement Fund Expendable Trust Fund. Aldrich seconded the motion and it was approved unanimously by roll call vote.* It was agreed Thompson will tell Parks & Rec that the Selectmen can reject funding requests that do not come before the actual purchase.

Thompson said Rawson Construction submitted the last invoice for the work at both beaches. The board agreed to hold back \$12,000 which is about 10% of the total project, as a set-aside for work not completed. Thompson will do so.

Thompson also spoke about McKenna Way. Mike Cersosimo wants a maintenance bond for the McKenna Way ravine. The Board will look at this again. McKeon said to send a note and have our DPW person to look at this condition and sloughing issue and we will get back with him.

INTERNET/COMPUTER USE POLICY: It was agreed the agreement has some minor adjustments but is acceptable. *McKeon moved we accept the Internet Computer Use Policy dated 6-26-2019 to be implemented into the personal policy. VanCor seconded the motion and it was approved unanimously by roll call vote.*

Thompson advised the Board she will be on vacation from July 3 to July 7.


ACCEPTANCE OF MINUTES: *McKeon moved to accept the June 12, 2019 minutes as amended. Aldrich seconded the motion and it was approved unanimously by roll call vote.*

McKeon moved to adjourn at 9:10 PM. Aldrich seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted,

Susan Rigg, Secretary to the Board of Selectmen

Reviewed and Accepted:



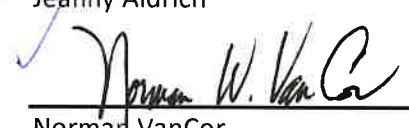
Jon McKeon, Chair

Date:

27 July 2019

Jeanny Aldrich

Date:



Norman VanCor

Date:

7/24/19