

**Town of Chesterfield
Select Board Meeting
Minutes
May 15, 2019**

CALL TO ORDER: McKeon called the meeting to order at 6:00 PM. Present were Jon McKeon, Jeanny Aldrich, Norm VanCor, Alissa Thompson and Susan Rigg. McKeon advised the Board that DA Brothers will not be here tonight.

SUGGESTION BOX: There was a question about the wearing of jeans by employees. It was agreed the town does not have a dress code.

Another suggestion in the box asked about Select Board agendas being posted on the board and the website. Thompson said the website was not updated while Tricia Lachenal was on vacation. They will also be posted on the bulletin board at the Town Offices.

PUBLIC COMMENT: Jeff Scott asked if it would be cost effective to put the new heating system in the area of the old system. McKeon said the existing doors, walls, and ceilings, would need upgrades to one-hour fire rated, UL listed, system. Also, the supply and return for heat would have to be changed or re-routed through a crawl space and would be more expensive.

John Koopman asked about the agendas being posted to the website. Thompson explained that the employee who posts was on vacation for two weeks, but they will be back online now that she has returned.

John Koopman would like signage at the boat launch regarding appropriate parking areas for vehicles and trailers. VanCor said we had authorized Chris Lord to do the signage and striping. VanCor will have Lord reach out to Mr. Koopman about the signage. He said this has been approved, it just needs to be done.

John Koopman asked if the Board has considered releasing the minutes from the Beach decision. McKeon said the Board will discuss this later in the meeting. Koopman said he has lots of documentation regarding the discussion/decision.

OLD BUSINESS:

Town Hall Annex Plans: Schedule of Values has not been received from DA Brothers, said McKeon. DA Brothers are looking at June 1st to start the work.

Kitchen equipment is to be reviewed by Aldrich; she will get a list of items for DA Brothers so they can plan the rough in of the appliances. Aldrich asked about the hood, McKeon said we were going to purchase the hood and give DA Brothers the information.

Former Town Office Plans: VanCor provided a sketch from surveyor Dave Mann. Mann will do an as-built and will locate the house, include measurements, add the septic, well location, and parking areas. VanCor noted it appears the property line goes through the tennis court. He said we have a buy/lease agreement prepared, but if needed we can add more to it. The yard, playground, the front green area does belong to the school, said VanCor.

Progress on erosion issue on town beaches: VanCor said the work at Ware's Grove is complete, with the exception a small punch list of items to be fixed. The stream reconstruction is complete. Chris Lord was at Ware's Grove and they discussed eliminating the volleyball court.

The painting is done at the concession stand; but the toilets need to be cleaned properly. VanCor expects all work will be done before Memorial Day, except the plantings. VanCor has contacted 8 different companies to obtain bids for the plantings, but only has one bid to date.

Regarding North Shore Beach, all the work that can be done is complete and they have started work on the retaining walls. VanCor met with abutter, Mr. Wehner, and he will not sign the "Work Within 20 Feet" agreement. VanCor said he spoke with Mr. Bassler, also an abutter, and he agreed to sign. Today, certified letters were sent to both owners. These agreements are needed to obtain the Wetland permits from the Dept of Environmental Safety. VanCor said he thinks we need to talk with the State Representatives about allowing Towns to do their own wetland permits. The DES does not seem capable of getting the permits done in a timely fashion.

VanCor said the Town has received another invoice from Fuss & O'Neil. He believes they are wrongly charging for work that is their responsibility. Fuss & O'Neil were tasked with getting the wetland permits and they are billing the Town for the time spent on the permits. They are also charging the town for corrections to plans which were drawn by them. These costs should not be billed, as they are corrections to errors made by Fuss & O'Neill. McKeon said we need to review the contract and submit an invoice for the amounts over paid.

Legislative Bulletin: VanCor said he is concerned about SB59. He thinks if volunteers are included in the PTSD wording, the costs of early retirement could bankrupt a town. McKeon said he believes this includes full, part time and volunteer first responders. VanCor would like to have an update from NHMA, he will call Cordell Johnson.

House Bill 303, Certification of Building Inspectors is also being considered, said VanCor, but is on hold at this time.

Conservation Commission Authority- Purpose and duties: McKeon and VanCor said they want to influence the Conservation Commission to broaden their vision of duties beyond keeping trails clean. Aldrich said they are open to discussion. Aldrich thinks the Select Board should list and prioritize projects for the Commission; she also said they need to have a Chairperson. VanCor will put together an outline of projects on which the Conservation Commission should focus. He will have Rigg put together packets for Select Board review at a working meeting.

Liability Insurance for Beaches: VanCor would like to install a small picket fence with plantings to make it obvious the bioretention area should not be entered. McKeon wants to include a small split rail fence. Aldrich suggested we ask about specifics in the insurance policy. A sign posting will also be included. Thompson will reach out to the insurance company for clarification on the protection for the bio-retention and plunge pool area at Ware's Grove.

NEW BUSINESS: Letter from Jon Koopman – Bruce Beach property and line adjustment

McKeon said there is an agreement between the Town and Bruce Beach and the agreement states the gate is to remain locked. Mr. Beach is allowed to use the roadway off Forest Ave, which was classified as a private road. Mr. Beach was given the right to develop four lots, as the Planning Board allows. McKeon will send the emails regarding these discussions and agreements to Thompson for further research to address Mr. Koopman's letter. Thompson was advised she can look at the sealed minutes to bring them before the Board. This will be brought back next week. It was agreed Mr. Koopman's request for records is reasonable.

McKeon said we need to revisit this issue of sealed minutes, per our Rules of Procedure.

OTHER BUSINESS:

McKeon moved to appoint Faith Mba to the Economic Dev Committee. Aldrich seconded the motion and it was approved unanimously by roll call vote.

VanCor we received a note from a person wanting to be on the library committee, but they did not pursue the appointment. VanCor will talk with Bruce Potter about the library board status.

Aldrich reported the Zoning Board will be getting their own board specific G-mail accounts. She told the ZBA they should be under the Town of Chesterfield network; not through G-mail. McKeon said the Town policy states that they

represent the Town and all correspondence should go through the board secretary. This provides protection against personal email being included in a request for information. VanCor said it would be helpful if the Town Administrator corresponds with the Chair of the Zoning and tell them they may not do this. It was decided to remind the ZBA that all email correspondence must be sent through the board secretary, without any "reply all" functions. In this way, the Board will follow the Right to Know Law.

Thompson said she received a late report of Timber Cut from James Stoff. The logger said there should not be a yield tax levied as this was salvage due to damage from a microburst in September of 2018. Thompson asked the Board if they think this should be taxed. It was agreed not to tax the 1.8 acres as it was salvage.

Thompson next asked the Board to accept the money which came in as memorials to Margaret Johnson. These funds are to be used to supply the Annex kitchen and \$2,390 was collected. This will be held until the new Trust fund can be arranged.

Rigg said she received a request to put the ongoing memorial donation information in the Happenings for June. The Board agreed this can be put in the Happenings.

Thompson asked if we can close the office on the Fifth of July, which is a Friday. The Board agreed to close the Town Office on July 5, 2019.

McKeon said he is working with Consolidated Communication, Senator Khan's office, and other officials, to arrange the contract signing for the broad band project. A separate public ceremony will be held to announce and celebrate the beginning of the project. The ceremony will feature Brad Roscoe, as he has been instrumental in organizing this project. The signing of the contract will be done separately due to time and travel constraints.

McKeon also said he has been in contact with DES regarding someone who dumped sand on the beach. The person who dumped the sand said they were trying to be helpful. DES is now involved and mediation will be needed to resolve the issue, said McKeon.

Regarding the issues with Faith Mba's property: McKeon said the DES is reopening their files. Previously, the DES closed their files without reviewing them for compliance.

Thompson reported that tax bills were mailed on 5-14-2019, a week earlier than scheduled. The Board thanked her for her work.

McKeon reviewed a notification from the National Grid about spraying for pest control. It was agreed to put this information in the June Happenings so the public will be aware.

McKeon said on May 22nd there will be a timber sale walk through Pisgah State Park to highlight the upcoming timber sale and wildlife improvement project.

PUBLIC COMMENT:

Jeff Scott noted the timber sale representative is Scott Rolf. Rolf has stated in the past that clear cutting mimics a natural disaster process, said Scott.

Paul Sedlewicz said he takes care of the tennis court and recently bought the net. He is concerned that kids have been bouncing on the net and he would like someone to notify the school, so this does not continue.

ACCEPTANCE OF MINUTES:

Aldrich made a motion to approve the May 1, 2019 minutes as amended, McKeon seconded, and it was approved unanimously by roll call vote.

McKeon made a motion to approve the May 8, 2019 minutes as amended, VanCor seconded the motion and it was approved unanimously by roll call vote.

ADJOURN:

Aldrich made a motion to adjourn at 7:34 PM. McKeon seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted:

Susan Rigg, Secretary to the Select Board

Accepted:

Jon McKeon, Chair

Date:



6/6/19

Jeanny Aldrich

Date:



6/5/19

Norman VanCor

Date: