

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

November 04, 2020
6:00 PM Via Zoom

Note: This meeting may be recorded

CALL TO ORDER

Jeanny Aldrich called the meeting to order at 6:16 P.M. In attendance were, Jeanny Aldrich, Fran Shippee, Gary Winn, Alissa Thompson, and Jim Smith.

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 617739 or by clicking on the following website address:

<https://us02web.zoom.us/j/84622416567>

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 603-831-3177 or email at: Selectman-a@nhchesterfield.com.

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

In the even 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.

Aldrich noted she would like to express her pride in the town and thank all the volunteers and town employees who worked the election polls on November 3, 2020.

SUGGESTION BOX-None

SIGNATURE FOLDER (green folder)

CORRESPONDENCE- None

6:15PM PUBLIC HEARING- SALT REDUCTION ON ROUTE 9-John Kallfelz, and Caleb Dobbins attending from NHDOT

Aldrich read a letter for the public record about reducing salt on Route 9 to preserve the lake and other natural resources.

Aldrich noted the board did not get complete support on reducing the salt by the Big Deal store.

Aldrich asked Kllfelz to explain how this will be implemented.

Kallfelz shared a PowerPoint with the public and the board outlining the proposed winter maintenance.

Kallfelz outlined the snow removal and ice control policy, which is used whenever winter maintenance is questioned. Kallfelz stated the reduced area will include Route 9 to North Shore Road on Route 63 and Route 9 to Spring Street on Route 9A.

Kallfelz noted that more information on the Snow and Ice Policy can be found on the Department of Transportation website.

Kallfelz stated the objective is to reduce salt by half during snow events. Kallfelz noted that by doing so, abrasives would need to be increased which may also increase sedimentation in Spofford Lake. Kallfelz stated this procedure may increase the amount of time for the road to become snow free.

Aldrich asked who made the decision on how much material is added during a storm event.

Kallfelz stated the decision comes from the Patrol Foreman.

Bayrd Tracy attempted to comment but could not get his microphone to work.

Pam Walton asked about a "Green Program" where drivers were given training on utilizing reduced salt. Kallfelz noted that all the DOT drivers received winter maintenance training. Caleb Dobbins stated he is very familiar with this training. Dobbins noted he can assure the public that DOT employees do receive that training and are very well versed in it.

Dobbins noted there would be signs outlining the reduced salt area.

Walton noted a micro conductivity increase in salinity from sodium and calcium chloride, stating that the public is very appreciative that this reduction will be occurring.

Walton asked if NHDOT categorized winter storms in any way. Dobbins stated that is correct.

John Zannotti asked if the town chooses the option 3, no salt on 63 and 9A, does the town take responsibility for the maintenance of the road. Aldrich stated that this is an option the town Fire and Police companies are not willing to maintain.

Bayrd Tracy noted that this presentation is a great help. Tracy asked what the decision was for Route 9. Kallfelz noted that this area is not eligible for reduced salt due to the amount of traffic. Shippee asked what "abrasives" are. Kallfelz responded they are mostly sand.

Aldrich thanked Kallfelz and Dobbins for being at this meeting and stated the board looks forward to hearing back from NHDOT soon.

Dobbins confirmed that the board is requesting half salt on 9A and 63. Aldrich stated that is correct.

PUBLIC COMMENT

Jeff Scott noted he is proud to be a citizen due to yesterday's polling. Scott asked if the board would be discussing the Wastewater Regulation stating that he had mentioned a lady on the lake who has a 30 year tank that has never been pumped and would like to add that he also has a 30 year old tank but has it pumped every three to four years.

WEEKLY REVIEW

Code enforcement tracker

Aldrich noted Matt Beauregard's absence from work this week. Thompson stated he is moving, and it was taking more time than expected. Thompson noted he expressed a willingness to take the time without pay since he does not have enough off time built up. and had asked Steve Dumont to cover his inspections. Aldrich asked that the Board of Selectmen receive advance notice of his absence in the future. Aldrich asked that Thompson let Beauregard know to have future dates put on the office calendar.

Aldrich stated that she has sent reminders to Beauregard about properties that are still in violation, noting Granite State Auto Sales.

Winn asked if the resident of the A-frame is the owner. Aldrich stated no, it is a rental and there is a business being run out of that location rather than items being collected.

Winn noted the Old Swanzey Road property, noting the camper on South Shore Road as well and the relationship with these two situations. Aldrich noted per the Planning Board, no camper may be on a lot for more than 30 days. Aldrich noted that they do not currently have a way of tracking that.

Aldrich stated that the Board of Selectmen may be able to create a permitting process regarding campers on properties. Aldrich noted that the board does not want to allow camper owners living in a camper year-round. Aldrich stated she would reach out to Ratigan regarding land use regulations.

OLD BUSINESS

Town hall annex plans – Rental, Cleaning Costs, DA Brothers Final Invoice

The board tabled discussion for future meetings. Shippee noted Dan Lang would like to speak to the board at a future date.

Winn asked if there were any other invoices and if there were any limitation on how long the annex capital reserve fund can continue to be used.

COVID-19 –

The board tabled discussion for a further date.

Request for Spofford Lake Expendable Trust warrant article-CCC Funding?

See board discussion under Guests (Bayard Tracy-Warrant Article).

IT 2021 Proposal WWCS

The board tabled further discussion to the next meeting.

Website Warrant Article

The board is collecting more information for the amount of the warrant article.

Loader Warrant Article

The board tabled discussion for later.

Old Town Office-Zillow?

Aldrich noted that to bring this item into Public Comment is not a good fit. Aldrich asked Shippee to find out what use the EDC would like for the building.

Aldrich noted the normal protocol is to either go through the EDC's BOS representative or request a guest spot on the BOS agenda. The BOS need to decide if we want the building as residential.

Wastewater Disposal System Regulation

Aldrich asked if the board would like to add James Corliss's comments to the regulation for clarification. Those comments are as follows: Existing: Certifications are current for 4 years from the date of certification and must be renewed for continued use of the system. Proposed: Certifications are current for 4 years from the date of initial certification and must be renewed within the final year of each 4 year period thereafter for continued use of the system. The board discussed.

Jeanny Aldrich moved to accept the proposed wastewater disposal system regulation with the modification of changing, "Existing: Certifications are current for 4 years from the date of certification and must be renewed for continued use of the system," to, "Proposed: Certifications are current for 4 years from the date of initial certification and must be renewed within the final year of each 4 year period thereafter for continued use of the system. The motion was seconded by Fran Shippee.

Discussion: Winn noted points at which systems should be pumped and homeowner concerns that pumping is being required to frequently. Winn asked if the board were taking on too much responsibility by incorporating the 20-year-old systems. Aldrich asked if Winn would be comfortable voting on this if the 20-year amendment were removed. Winn and Aldrich stated they would be comfortable with removing the 20-year amendment and move forward with the original and proposed changes submitted by Corliss.

Jeanny Aldrich withdrew the motion on the table to accept the proposed wastewater disposal system regulation with the modification of changing, "Existing: Certifications are current for 4 years from the date of certification and must be renewed for continued use of the system," to, "Proposed: Certifications are current for 4 years from the date of initial certification and must be renewed within the final year of each 4 year period thereafter for continued use of the system.

Gary Winn moved to adopt the Health Regulation for Spofford Lake in addition to, "Certifications are current for 4 years from the date of initial certification and must be renewed within the final year of each 4 year period thereafter for continued use of the system." and to return to the original 09/22/2020 version. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Wage Scale- Transfer Station

Aldrich asked Thompson if there was anything further to discuss. Thompson noted this should be at a percentage, the wage scale is good for hiring and starting employment, but percentages should go up as the position is reviewed. Thompson asked about going by what is set or if the board is planning on changing those. Aldrich stated they could be made the same percentage as the Highway department.

Thompson noted she would adjust the values for the Wage Scale as well as the Transfer Station budget.

Health Insurance 2021-2022

Thompson stated she spoke with Healthtrust and the town cannot offer two AB plans. Thompson noted that she took out the AB5 due to increases, and will be keeping the BCT2 plan, for retirees only.

Employee Reviews- RSA 91-A:3, II(a)

Aldrich noted these are good to go and have already been approved.

Budgets-Parks & Rec-Sam Hill

7:45PM

Aldrich stated she would like to have Hill walk through the items on the budget.

Hill presented the Parks and Recreation budget to the board, noting changes such as an increase in the director salary and a decrease in commissioner salary.

Aldrich asked about changing a "Miscellaneous" line item to "Refunds." Thompson asked to speak with the DRA regarding other refunds that the town controls. The board agreed.

Hill noted increases to Summer Program salaries due to more counselors. The board discussed.

Hill stated Coordinator salaries increased due to increased hours for coordinators during the summer season.

Hill stated there was an increase in Aftercare salaries as this program did not exist until this year.

Aldrich asked if there were any way to reduce the hours needed if Hill were to work them. Hill stated she is available some days but not all. Aldrich asked what happened to the Beforecare program. Hill noted that it was not needed due to the time change.

Shippee stated Hill should include more explanation on the justifications.

Hill noted a decrease in materials due to no longer offering breakfast as well as increases for salaries at Wares Grove.

Hill stated building maintenance has increased due to including items from the walkthrough.

Thompson noted taking numbers from closing costs from last year and opening costs from this year.

Aldrich asked about an increase in grounds maintenance. Hill noted this was due to a quote from a company for those services.

Hill noted increases in fencing due to quotes from Monadnock Fencing. Hill stated that this money was to be used to fix the fence and gate itself.

Hill noted new equipment was decreased and increases in building maintenance due to pest control.

The board discussed the Parks & Rec income, noting discussion on swimming lessons offered at Wares Grove.

Hill noted the basketball program will not be run this year.

Aldrich stated Hill should correct the values for income as well as the Revolving Fund.

TABLED UNTIL FUTURE DATE

Personnel Policy Review

Camp Spofford Agreement

Town Hall RFP Window Replacement

Letter from Scott Ricci-Crouch Mill Privilege- Waiting on paperwork from Ratigan

GUESTS:

Casey Schnackenberg

6:30 PM

Aldrich noted Schnackenberg would like to be seated as an alternate on the Zoning Board. The Selectmen asked questions of Schnackenberg regarding his request.

Schnackenberg noted he has more availability and would like to offer his involvement for the betterment of the town.

Winn asked Schnackenberg if he had any problems with the semi-judicial procedures used at Zoning meetings. Schnackenberg answered he does not foresee any problems in that area.

Aldrich asked Schnackenberg if he was aware and capable of being at every monthly meeting, taking any training applicable to the position, and noting the seriousness of each meeting.

Schnackenberg stated he would be happy to take any training necessary for the position.

Fran Shippee moved to accept Casey Schnackenberg as an alternate for the Zoning Board of Adjustment. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Jeanny Aldrich moved to accept Joe Brodbine's application for an alternate position on the Zoning Board of Adjustment. The motion was seconded by Gary Winn.

Discussion: Shippee asked if the point of someone on the Planning Board on the ZBA is for the member gaining the knowledge and understanding when hearing applications. Aldrich agreed. Shippee stated this could be done by the member attending meetings without becoming a member on the board. Shippee noted the focus should be finding new members rather than having one person on two boards. Winn noted he would prefer to see those mentioned as alternates rather than as active members.

The motion passed by majority vote. (N: Shippee)

Bayrd Tracy-Warrant Article

6:45PM

Bayrd Tracy presented his request for the town to contribute to the expendable trusts put together last year. Tracy noted his understanding that budgets are tight.

Tracy noted if the board is uncomfortable contributing \$10,000 then perhaps the amount could be lowered to \$5000.

Tracy noted his willingness to approach the board of the Spofford Lake Association requesting that they match any contributions the town would make.

Tracy stated that they have put in for another 319 Grant in helping the lake's water quality, noting that there will be some money flowing back if that grant is acquired.

Winn noted his thanks of Tracy and the Lake Association in their proactive attitude towards the cyanobacteria problem.

Shippee noted she spoke on this subject at the latest Conservation Commission meeting with some negative feedback. Aldrich asked how much money the Conservation Commission has put into the Spofford Lake Association. Shippee stated \$6500.

Shippee and Aldrich noted they both feel comfortable moving forward with putting \$10,000 in the fund. Winn stated he would like to see the impact on the budget before making a final decision.

Aldrich stated that depending on tax numbers, Tracy would have the support of the board in this endeavor.

Chris Lord-RSA 91-A:3, II(a)

7:15PM

Jeanny Aldrich moved to enter Non-Public session #1 under RSA 91-A:3, II(a) for the purposes of discussing the dismissal, promotion, or compensation of any public employee. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Jeanny Aldrich moved to leave Non-Public session #1. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

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

Alissa Thompson-RSA 91-A:3, II(a)

7:30PM

Jeanny Aldrich moved to enter Non-Public session #2 under RSA 91-A:3, II(a) for the purposes of discussing the dismissal, promotion, or compensation of any public employee. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Jeanny Aldrich moved to leave Non-Public session #2. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Jeanny Aldrich moved to seal the minutes from Non-Public Session #2. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

NEW BUSINESS

Letter from Anthony Souza-Federal Firearms License

Aldrich asked what kind of business is being listed and noted that Souza needs to designate what kind of business this is and must open a business license, going through the same process as any other type of business and through the Building Inspector permitting office. Aldrich stated she believes Souza needs to be compliant with ATF.

Aldrich noted the license transfer cannot occur until Souza has first gotten a home business license.

Thompson will be sending a letter to update Souza.

Healthtrust return of surplus

Aldrich stated there is a total amount \$13,216.54 being returned to the town due to cancelled appointments and Covid. Aldrich noted that these monies should be broken down to the percentage paid by employee and employer.

Jeanny Aldrich moved to give the town employees portion that they put into the insurance refunded to them from Healthtrust for the Group Holiday Premium return for all employees and retirees in the amount of \$1,683.53. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

IT CMP

The board tabled to a future date

Lake Cottage

The board tabled to a future date.

CMP Chris

The board tabled to a future date

Avitar Implementation

The board tabled to a future date

Town Meeting date-Voting March 9th-Town Meeting March 13th

Gary Winn moved to set the date for the Town meeting Business meeting for March 13th, 2021. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Tax Rate

Budgets-

Advertising & Regional Assn

The board discussed this budget noting dues and money paid in to

NHMA.

Fran Shippee moved to accept budget of 2021 for \$4,075. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Planning Board

Thompson added in \$1,182 for the Planning Board for IT as well as in case anything goes wrong with new system. Thompson noted the total budget for the Planning Board \$21,600 with an increase of \$2,422, 12.63% increase.

Fran Shippee moved to accept the Planning Board budget for 2021 for \$21,600. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Winn asked that Thompson add how many hours in total for the part-time secretary to the Budget Committee

Zoning Board of Adjustment

Winn noted a need to change the total percent increase formula.

Winn also questioned the year to date figure for the salary line. Thompson noted that at the beginning of the year there were not a lot of applications and there were hours added as with the Planning Board. Thompson will be adding those numbers to the budget.

Gary Winn moved to adopt the Zoning Board of Adjustment budget for \$10,890. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

OTHER BUSINESS -

Thompson noted that the Jarvis property taken by the board will need a vote to allow the sale of the property back to the family member and deed the property back. Thompson noted that the property will be going back to the original owner and he will be staying there.

Jeanny Aldrich moved to allow the town to accept the funds from the Jarvis property and deed the property back to the original owner. The motion was seconded by Gary Winn.

Discussion: Winn asked if they were receiving the back taxes plus interest. Aldrich noted receipt would be of payment in full, with contingencies from the tax bill.

Motion passed by unanimous roll call vote.

Due to Covid, the board decided in lieu of a party and turkeys to give the employees a Market Basket gift card.

LEGAL (red folder) -

PUBLIC COMMENT

Jeff Scott stated goodnight.

The Next meeting will be held November 18, at 6:00 PM via Zoom.

ADJOURN

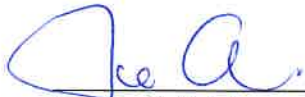
Gary Winn moved to adjourn at 10:30 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Respectfully submitted,

Jim Smith

Secretary to the Selectboard


Approved by:



Jeanny Aldrich, Chairman

12/10/2020

Date



Fran Shippee

12/10/2020

Date



Gary Winn

12/10/2020

Date