

Board of Selectmen
October 23, 2019
Meeting Minutes

Chair Jon McKeon called the meeting to order at 7:00 PM. Present were Jon McKeon, Norm VanCor, Jeanny Aldrich, Alissa Thompson and Susan Rigg

SUGGESTION BOX:

One comment asked to keep Ware's Grove beach open for sunsets.

Lee Brockman commented about the sharing shed. She notes there are useful items brought there and it is a shame that the unused items go into the landfill.

PUBLIC COMMENT:

Barbara Girs reported she is going to be changing the clerk office hours after January 1, 2020. She is planning to be open Tuesday, Wednesday and Thursday, plus one Saturday a month. She will also be able to take debit/credit payments starting in two weeks.

OLD BUSINESS:

Town Hall Annex Plans – McKeon asked about a punch list and walk through of the Annex building. He will follow up with the contractor to schedule this. The LPG tanks were to be installed at the Annex, said McKeon.

Former Town Office Plans – McKeon said he has not heard back from the potential buyer. But he has met with another interested party. Aldrich said there is another group interested in forming a non-profit.

Progress on erosion and drainage issues on Town owned beaches: VanCor said we received a permit to do the modification work but have not received an agreement from the abutter. Letters were sent to Anthony Martini, Jr. and his brother Carlo Martini to ask for permission to perform some work on their property. The updated NHDES permit is valid for five years, said VanCor.

GUESTS:

Chris Lord met with the BOS to discuss the Highway and Transfer Station Budget. He would like to change the part-time position to a full-time position. He said there are many projects that are currently outsourced that could be done in-house. This full-time position could also work on cemetery projects, said Lord. The savings realized just from the painting that is currently needed will pay for the additional hours and benefits. This can be further reviewed when updating the Capital Maintenance Plan. VanCor said he still thinks the transfer station should have another person to be checking stickers and recycling. Lord would also like to move John Cobb to two days a week at the transfer station and then hire another part time position to fill in the other two days. They are working on separating out the glass from the co-mingle, he said. The extra cost would result in a potential savings because the increased monitoring of people coming into the station. Lord will put together the costs for the full-time person and an additional part-timer for the 18 hours transfer station duties.

Lord reported that the cost for the water line heater at the Ware's Grove Cottage is about \$2,000. It was agreed to install this and to add a wall mounted heater in the cottage.

Lord reviewed two estimates for the carpet in the meeting room. Carpet Clearance Warehouse in Keene bid \$2,969.20 and Lawton Flooring of Brattleboro bid \$3,195.50. The estimates include removal, disposal, new mat and carpet tiles. McKeon said we should go ahead with the carpet replacing and to purchase 10% additional squares as a backup. It was agreed to accept the bid from Carpet Clearance Warehouse.

Lord reviewed the culverts along North Shore Road. There are seven culverts in the section he will be working on. He has plans to clean out the concrete culverts. He will be installing erosion controls on the culverts to be replaced. These

include straw mats and grass seeding, also stone traps in some areas to control siltation. VanCor reminded Lord to be using best practices to control silt and run off into the lake.

VanCor also said there are stretches along North Shore in which we could reestablish ditches in the right-of-way. Lord said this is part of the overall project for the 3 plus miles of North Shore.

Next Samantha Hill, Fran Shippee and Sue Parker came to the BOS to discuss the Parks & Recreation Budget.

Hill reviewed the list of new equipment for Ware's Grove which adds \$11,370 to the expenses. Included in this is a soft-serve ice cream machine, which is \$4,000. She believes the cost will easily be recouped in sales.

Total expenses estimated at \$164,982 and expected income is 163,655, said Shippee.

New programs being planned are swim lessons, vacation camps, and a triathlon. The triathlon will cost money the first year because there are supplies to be bought. In the future it should break even, said Hill.

Pinney Plumbing charged \$823 to open Ware's Grove, this could be saved with the additional Highway Dept employee, said VanCor. Shipped asked about new flooring and motion lights at Ware's Grove. It was agreed the flooring would be a Capital Maintenance item, but fixtures can be expensed out of the regular budget, said McKeon.

Thompson said she would like to see justification for the equipment and playground items listed. Shippee will provide justification for four items that are new to the budget.

Hill reported they plan to staff lifeguards Monday through Friday 9 to 5 for next summer. They will adjust the budget to reflect this change to payroll.

Hill said she had two quotes for the tennis court. The BOS will review the estimates separately and the cost will be assessed to the Capital Maintenance Plan.

It was agreed to add \$500 to the ATV fund; \$500 for Activities Enhancement and \$1,000 to the pickup fund.

GUEST: Samantha Hill - Parks & Rec Director came to the BOS to discuss changing the dynamics of the Parks & Rec Board. She said it is very difficult to be a Director who answers to five volunteer Board members. She would like to report directly to the Town Administrator, as the other Department Heads in town do. She thinks the Parks & Rec Board would be beneficial as a fundraising and organizing committee. She said it is very difficult to make plans when the Board meets just once per month. McKeon said he understands this, but the RSA's should be consulted for the BOS to understand the limits of jurisdiction over the Parks & Rec Commission. She believes on her own she could be more agile and responsive to the needs of the community.

VanCor said in the past he looked at the RSA's and did not find any specific reference to Parks & Rec duties. VanCor supports the Parks & Rec director reporting to the Town Admin on a trial basis. All agreed to allow this on a trial basis until April 2, 2020. VanCor asked where does this leave the Parks & Rec Commission? McKeon said they can continue what they are doing other than directing Hill.

Code Enforcement Tracking Report: Aldrich said she met with Ted Athanasopoulos about using the Code Enforcement Tracker. She said this is helping him stay organized and make progress.

Non-Profit Criteria: tabled again

Chesterfield Fire & Rescue Commissioners: George Wright talked with the BOS about the fees and inspections they had approved. He said the Commissioners worked with the New Hampshire Fire Academy and they thought they followed proper procedure to satisfy the RSA. Now they realize their error and will not collect any fees or do any inspections until this is corrected. Wright said the process is documented in their minutes so if they are audited the information will be available.

Letter from EDC: The letter suggested choosing Brad Roscoe as the "Man of the Year" for the 2020 Annual Report. Also, EDC would also like to expend \$600 for Brad to travel to Florida for a conference award. *McKeon made a motion to allow the EDC to expend \$600 for the purpose of paying for transportation and lodging to the CDFR Excellence in*

Development Finance (CDFA) Conference. Aldrich seconded the motion and it was approved unanimously by roll call vote.

Other Business: Aldrich said she talked with the Fire Department about screening the generator. VanCor said there were lots of good options for screening and arborvitae is not one of the good options.

Planning Board update from McKeon. The Pine Grove subdivision was discussed at the last meeting, said McKeon. The Board told the applicant that they want a third party to study the impact of the development. They will decide in November about which firm will do the environmental impact study.

The Conservation Commission suggested not allowing access to Channel Road to slow this down, said Aldrich.

Budget Committee: The Budget Committee met reported McKeon; the school board will be returning \$ 222,000 to the general fund. Potter spoke for the library and they agreed to allow the expenditures he proposed, said McKeon.

Thompson advised the BOS that Ed Labbe said he cannot agree to the proposed 99-year lease. He asked if the town could keep the property and he will maintain it. It was agreed Labbe can meet with the BOS and ask for permission if he wants to access the property.

CMP meeting will be at 9:00 AM on October 26, 2019.

MINUTES: McKeon made a motion to approve the minutes of the October 9, 2019 meeting as amended. VanCor seconded the motion and it was approved unanimously by roll call vote.

NON-PUBLIC SESSION: McKeon made a motion to enter Non-Public session per RSA 91-A: II(b) to discuss the hiring of a public employee. VanCor seconded the motion and it was approved unanimously by roll call vote.

McKeon made a motion to come out of Non-Public session. VanCor seconded the motion and it was approved unanimously by roll call vote.

McKeon made a motion to seal the minutes of the Non-Public session. VanCor seconded the motion and it was approved unanimously by roll call vote.

McKeon made a motion to adjourn at 9:38 PM. VanCor seconded the motion and it was approved unanimously by roll call vote.

Respectfully submitted,

Susan Rigg

Approved:

Jon McKeon, Chair

Date

Jeanne Aldrich

Date

Norman VanCor

Date