

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

October 5, 2022

6:00 PM at Town Offices and Via Zoom

Note: This meeting may be recorded

CALL TO ORDER

Gary Winn called the meeting to order at 6:00 P.M. In attendance were, Fran Shippee, Judy Idelkope, Alissa Thompson, and Tricia Lachenal (via Zoom)

SUGGESTION BOX

The suggestion box was empty.

CORRESPONDENCE

Letter from Cathy Harvey Library Trustee Chair

Winn read the letter from Cathy Harvey. The letter indicated that the Library Board of Trustees unanimously voted to nominate Heather Madden as the third alternate to the Library Board of Trustees.

Fran Shippee moved to appoint Heather Madden as the third alternate to the Library Board of Trustees. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Letter from Whitney Vanderhorst

Winn noted that the board received a resignation from Whitney Vanderhorst from the Board of Trustees of the Library. Winn noted that he is unsure if the Library Board has been notified.

Winn noted that the board will take no action until such time as the Board knows if the Library Board has been notified.

Thompson will contact Vanderhorst to have her notify the Library Board.

Education Tax Warrant

Winn noted the board received the Education Tax Warrant for Tax Year 2023

Cheshire County Tax Bill 2022

Winn noted the board received the Cheshire County Tax Bill due December 2022.

PUBLIC COMMENT

Jeff Scott noted that in the past, there were items in writing for the public to review regarding Code Enforcement and he would like to know if that will be available again in the future. Scott noted that he has a question about the property that is next to Wares Grove Beach. Scott noted that some vehicles were removed, but he believes they are still in violation.

Winn noted that there were two updates to the code tracker for this meeting and that information is in the meeting room available for public inspection.

WEEKLY REVIEW

Code Tracker

Winn noted that there is an update at 1 Spofford Way Cabins, that Beauregard is attempting to meet with the property owner.

Winn noted the second update is Joy Street, LLC, and the Board has been notified of a scheduled hearing on November 15, 2022.

FINANCIALS

Audit for 2021

Thompson noted that she is sending the QuickBooks file and other documents and expects the auditors to be in house around the end of November, beginning of December.

Profit & Loss YTD

The board reviewed the information provided.

The board discussed IT being put into one budget to save time instead of being broken down into separate departments.

It was noted that the OEM Grant was received and the only item left to purchase is the sign. Thompson noted that the shipping charge was too high with the original company and they are attempting to find another company to purchase from.

Comparison Year to Year

The board reviewed.

Idelkope noted that it appears the Wastewater regulation revenue has two lines. Thompson will combine the two.

OLD BUSINESS

Franchise Agreement with Argent

Winn noted he has found items he would like addressed prior to signing the agreement.

Winn noted it is a 10 year contract with a 5 year review clause.

Winn noted that the agreement reduces the percent and there is a minimum customer number which would mean they do not have to pay if they do not maintain the minimum amount of customers.

It was noted that Argent does provide free television service to three locations in Town and half price internet to all of the Town buildings. Some of this is not included in the current proposed agreement.

The board would like to negotiate more with Argent to include putting back in the previous article 8.3, remove the minimum customer number, and lower the percentage to 1%. It will be typed up with the proposed adjustments and returned to Argent for review.

TABLED UNTIL FUTURE DATE

Personnel Policy Review (Attorney Mayer reviewing)
Community Power
Energy Supplier

GUESTS

6:30 PM Cemetery Commission - Budget

Chris Flagg and Margaret Winn were present to discuss the Cemetery Commission proposed 2023 Budget.

Adjustments were suggested. Thompson will make the adjustments and send back to Flagg and Margaret Winn.

Fran Shippee moved to recommend the removal of trees at Friedsam for an amount up to \$5,000 to be taken from the General Cemetery Care Expendable Trust Fund. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Judy Idelkope moved to approve the Cemetery Commission 2023 budget as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

7:00 Brad Roscoe – Moderator – Election

Brad Roscoe noted that the primary went well at the Town Hall, but he believes that the next election should be moved to the school. Roscoe noted that he has spoken with the School and they are not in session. Roscoe noted that he will require assistance from the Highway for set up and break down.

Judy Idelkope moved to hold the November election at the Chesterfield School. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

7:30 – Chief Chickering – non-public 91-A:3, II (b)

Gary Winn moved to go into non-public session #1 under 91-A:3, II (b) at 7:31 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to come out of non-public session #1 at 7:56 PM. The motion was seconded by Judy Idelkope and passed unanimously.

Judy Idelkope moved to seal the non-public #1 minutes under the provision disclosure would "render the proposed action ineffective". The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn noted that the board received a resignation from Officer Penny Witherbee because she is moving out of the area.

Chickering noted that he would like to start a search for a full-time officer.

The board agreed, it is appropriate to start the search.

NEW BUSINESS

Police Body Cams

Chickering noted that he has done some more research on body cameras and has returned to Axon as his choice to provide the cameras. Chickering is seeking permission to purchase the cameras, holders, docking stations and storage. Chickering noted that the purchase will be over 5-year period and on year number 3 all new equipment is issued. Chickering stated that over the 5 years, if any equipment is broken, it is replaced with no questions asked.

The board discussed the pricing of the camera system. Chickering noted that Hinsdale uses the cameras and has indicated that the storage will be adequate.

Judy Idelkope moved to authorize Chief Duane Chickering to purchase the Axon Body Cameras and equipment provided the contract is acceptable to the Town Attorney. The board authorizes Alissa Thompson to sign the contract. The motion was seconded by Fran Shippee.

Fran moved to amend the motion to include "Alissa Thompson or a member of the Board of Selectmen to sign the contract. The amendment was seconded by Judy Idelkope.

The amendment passed unanimously by roll call vote.

The full motion:

Authorize Chief Duane Chickering to purchase the Axon Body Cameras and equipment provided the contract is acceptable to the Town Attorney. The board authorizes Alissa Thompson or one member of the Board of Selectmen to sign the contract. The full motion passed unanimously by roll call vote.

Thompson will send the contract to the Town Attorney.

Chickering noted that the 2017 cruiser will not pass inspection due to a hole in the frame by the exhaust manifold. Chickering noted this is the same issue that happened in the 2013 and the 2014, which Chrysler did replace. Chickering noted that Lt. Bomba is working with them now to see if they will replace this one as well.

EDC Budget

The board reviewed the proposed 2023 EDC budget.

The board would like to put \$10.00 into the Contracted Services/Web Maintenance line to keep the line open in the future.

Fran Shippee moved to accept the proposed EDC 2023 Budget as amended. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Chesterfield Conservation commission budget

The board reviewed the proposed 2023 Conservation Commission budget.

Fran Shippee moved to approve the proposed 2023 Conservation Commission budget as presented. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

Planning Board

The Board reviewed the proposed 2023 Planning Board budget.

Fran Shippee moved to approve the proposed 2023 Planning Board budget as presented. The motion was seconded by Judy Idelkope and passed unanimously by roll call vote.

The board would like to know if advertising can be done on the website instead of in the newspaper. Lachenal will get with Keating and conduct some research.

Pet Policy

Thompson noted that this was in the personnel policy, and it does not belong in there. Idelkope asked why the document is limited to dogs as there are emotional support animals of all kinds.

The discussion was tabled. Thompson will contact Primex.

Letter to Gary Winn from Cathy Harvey

The board discussed a letter Winn received from Cathy Harvey regarding interactions between the Board of Selectmen and the Library Trustees.

Winn will draft a response to the Library Trustees.

OTHER BUSINESS -

Gary Winn moved to request \$277.00 from the Town Hall Annex Capital Reserve Fund under Article 4 of the 2018 Town Meeting for the cost of repairs to the Town Hall. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Idelkope noted that official notification of receipt of the grant has arrived for the Watershed Project.

The board will hold a public hearing at the next meeting to accept the funds.

Idelkope noted that there will need to be an intermediary for the process as there are a lot of steps and it is grant money.

Idelkope noted that the Conservation Commission received a \$25.00 donation and were not sure how to accept it. Idelkope noted that they do not have to post notices or hold public hearings for acceptance of donations. Idelkope noted that they can accept any amount by coming before the Board of Selectmen for approval. Idelkope noted that the Board of Selectmen also do not have to hold a public hearing, they just approve it.

Idelkope noted that Conservation Commission is trying to put something together to collect plastic bags. Idelkope noted they thought about doing something at the Transfer Station, however the bags need to be clean. Idelkope asked if anyone had any ideas to assist with the project. The board did not have any suggestions.

Shippee noted the tarps on the wall at the Town Hall should be taken down. Shippee asked if the highway can take the tarps down and the shutters as well.

Shippee noted that the bill for installing storm windows at the Town Hall will be more than what is left in the budget. Shippee suggested adding storm windows to the CMP. The board will do a warrant article for \$8000.00 for the storm windows.

Shippee noted that the door at the Annex still closes tight but does work.

Winn noted that there was talk about putting quilts on the Town Hall walls instead of the tarps. Shippee noted that it is a fire hazard as only 20% of the walls can be covered by paper and she assumes that would be cloth as well.

Thompson will get a quote for the tree by the library and the dead sections of tree by the school.

Shippee noted that the Friends of the Library are having a fundraiser and asked if the board would mind her selling tickets at the Transfer Station. The board is okay with Shippee selling tickets at the Transfer Station.

Judy Idelkope moved to authorize Alissa Thompson to spend up to \$5000.00 for a door lock system at the Town Hall Annex building. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson noted that Jeff Scott would like to hold a dinner for everyone that helped with Old Home Day and asked if the Board would waive the fee for the use of the Annex. The board agreed to waive the fee, but still require insurance certificate.

PUBLIC COMMENT

Jeff Scott thanked the board for the use of the Town Hall.

Scott noted that during the discussion on the Planning Board budget, a screen was shared and that was very helpful and noted it would be helpful if that was done with all the budgets.

Scott noted that the pet policy was helpful when he rescued his dog. Scott noted that it allowed him to attend meetings and bring her with him, instead of leaving her home to destroy the house.

Scott noted that it assisted him, and he hopes that the board does not ban dogs from Town Buildings.

ACCEPTANCE OF MINUTES

Fran Shippee moved to accept the September 21, 2022, minutes, as amended. The motion was seconded by Judy Idelkope and passed unanimously.

NON-PUBLIC

Gary Winn moved to go into non-public session #2 under 91-A:3, II (b) at 10:47 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to come out of non-public session #2 at 11:06 PM. The motion was seconded by Judy Idelkope and passed unanimously.

Gary Winn moved to go into non-public session #3 under 91-A:3, II (c) at 11:08 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Fran Shippee moved to come out of non-public session #3 at 11:14 PM. The motion was seconded by Judy Idelkope and passed unanimously.

ADJOURN

Fran Shippee moved to adjourn at 11:20 PM. The motion was seconded by Fran Shippee and passed unanimously.

The next board meeting is scheduled on October 19, 2022, at 6:00 PM at the Town Offices and via Zoom.

Respectfully submitted,

Tricia Lachenal
Administrative Assistant

Approved by:



Gary Winn, Chairman



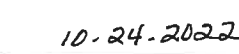
Date

Fran Shippee

Date



Judy Idelkope



Date