

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

September 23, 2020

6:00 PM Via Zoom

Note: This meeting may be recorded

**CALL TO ORDER**

Jeanny Aldrich called the meeting to order at 6:00 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 865 3394 9850 or by clicking on the following website address:

<https://us02web.zoom.us/j/86533949850>

- 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 603/242-7711 or email at: [Selectman-a@nhchesterfield.com](mailto:Selectman-a@nhchesterfield.com).

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

In the event 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.

**SUGGESTION BOX-None**

**SIGNATURE FOLDER (green folder)**

**CORRESPONDENCE-**

Letter from Anonymous-

Aldrich read this letter, stating "Please reopen the book exchange and the 'Take it or Leave it Shed' at the recycling center." Aldrich noted there is no way to sanitize these items so they should probably remain closed at this time.

**PUBLIC COMMENT**

Aldrich noted that per David Marazoff, assessments are taken from the docks of reasonable quality and have value but there is no information available on dock rentals as most places do not report those. Jeff Scott noted he is compiling information on dock rentals.

Scott stated that John Koopman had addressed Channel Road and the beach there becoming an official town beach. Scott asked if there were any progress on that topic and if an ad-hoc committee had been created.

John Koopman stated that determining who had what kinds of docks, and if there were any kind of records thereof might be interesting to the Selectmen. Koopman noted a suggestion that the town contracts with a drone company and once a year the drone flies around the perimeter of the lake and gives the town a visual record of what is in place on that date. Koopman stated that this would probably more useful two or three years down the road. Koopman also noted that the Selectmen might consider it as a resource for the town to resolve future disputes.

**WEEKLY REVIEW**

Code enforcement tracker

Aldrich asked the board if there were any questions, if not the meeting will move along. Winn stated it was self-explanatory and he was comfortable moving along. Aldrich agreed, and noted that Beauregard has been doing well and has been keeping up with the demands of the position.

**OLD BUSINESS**

Town hall annex plans – letter to DA Brothers for punch list (October 1)

Shippee noted that the Annex construction is complete. Shippee stated that there is additional work to be done but everything in the original contract is completed. Aldrich asked if there were a total balance remaining. Shippee noted it was about \$3,000. Shippee noted that the numbers she had were all wrong. Aldrich noted they will need to look at the costs further, there should be significantly more left. Aldrich noted research will have to be done further before deciding what

is left to purchase. Shippee noted Dan from DA Brothers is working on a quote for the additional work outside the original contract.

#### COVID-19 –

Aldrich confirmed that the Transfer Station is still not taking contractor or large items due to Covid. Winn stated that if the transfer station did not start taking those large items again then people would start depositing refuse in places outside the station. Winn noted that most other businesses are accepting cash payments and the transfer station should as well. Aldrich noted that it makes employees uncomfortable having cash there. Shippee agreed moving away from accepting cash is a good idea, that accepting cards and checks, but no cash would be preferable. Chris Lord noted that he would like to start accepting payments again at the transfer station, and he would like to stay away from cash. Lord noted that he has no issue with cards or checks and will get another banner made to update public. Lord also stated that the station could allow construction and large items back to the transfer station. Lord noted he would like to keep the Take it or Leave it shed closed for the same reasons that these items simply cannot be properly sanitized. The board agreed.

#### Wastewater Disposal System Regulations-

Aldrich asked if there was a good date for the second public hearing. Aldrich asked if Shippee had finished composing the draft and sent it to the Selectmen. Shippee asked what James Corliss involvement was at this point. Aldrich noted they did not need any more involvement from him, the Selectmen could make any further corrections necessary and send out. Shippee is sending a copy to the Selectmen.

Aldrich asked if October or November were good times for the public hearing. Aldrich stated she is trying to pull together a total cost of this regulation on the town. Aldrich noted she would like to schedule for a non-Board of Selectmen meeting night in November to avoid budget season meetings. The board discussed possible dates for this meeting. Aldrich stated the 28<sup>th</sup> of October 2020, as she would like to steer clear of Thanksgiving. Smith will let Lachenal know about the date and time to update to the town website as well as including notice in the Chesterfield Happenings for October. Thompson asked what time that meeting will take place. Aldrich stated 7 to 9 PM would be best.

#### Wage Scale

Aldrich tabled this until the next meeting.

#### Health Insurance

Aldrich suggesting tabling until next meeting. Winn agreed he would like to read further. Shippee noted she had looked through it, she understands that the school has good insurance and asked as a town are \$5 copays and \$0 deductibles needed. Aldrich noted that it would go hand in hand with the salaries and with the wage scale. Aldrich asked Shippee if it should be looked at as a standalone. Shippee asked if should be spoken about at a future date. The board agreed.

#### Budgets-

##### **Code Enforcement Officer**

Aldrich noted Beauregard wrote a letter to her regarding his reasons for doing a warrant article for Avitar for the building permit system. Aldrich noted that

other towns are using this and really enjoy it. Thompson is reaching out to Mike Jasmine, Code Enforcement Officer of Swanzey for information on a demo.

Winn noted Lord had done some research on used vehicles for the Code Enforcement Officer. Winn noted one is a Tacoma for \$26,000. Winn stated he had started putting numbers together and believes whether leasing or purchasing, it will be a substantial amount more than paying for mileage, considering vehicle maintenance and fuel. Lord noted he had been corresponding with Toyota Volvo on leasing a Tacoma or Rav-4 and presented \$392 per month to lease the Tacoma. Lord stated that all maintenance for two years is compensated by the dealership although there will be fuel costs on top of that. Aldrich noted after speaking with Faith Mba, the Tacoma could be leased for \$350 per month for 36 months and the Rav-4 \$327 per month for 36 months. Aldrich stated she had spoken with Chief Chickering and due to their budget increasing, the Chief feels that he can contribute a vehicle for the town, giving the Selectmen a vehicle from the fleet and purchasing a newer vehicle for the Police Department. Lord noted he had the same conversation with the Chief and there is a lot of life left in the specified vehicle. Lord noted that de-stripping the vehicle can be done at the Highway Department. Shippee asked that the Chief did not need a new car until next year. Aldrich confirmed that is correct. Winn stated he would like to pay the mileage on the Code Enforcers personal vehicle until next spring when the Police Department purchases a new vehicle, and then utilizing the vehicle donated. Aldrich noted she will call Chief Chickering and discuss this further.

Thompson asked about the Right to Know law as it regards employees utilizing personal cell phones. Aldrich noted she is speaking to Ratigan and the NHMA on whether this is an option. Winn asked regarding Continuing Education there are eight classes for both individuals. Aldrich confirmed that is correct. Aldrich noted for the following year they will have another eight classes then all that will remain is continuing education.

Winn asked for clarification on IT expenses in this budget. Aldrich stated that this refers to the computer programs (Avitar), and computer and technical assistance. Aldrich also noted the expenses for new office equipment like a printer/scanner. Winn asked about additional servers or equipment. Aldrich noted that a docking station and a monitor to hook up to the Code Enforcement Officer's laptop.

Aldrich stated a suggestion to add \$300 to the budget to accommodate new equipment (docking station). Shippee noted budgeting up to \$1600 instead of \$1500. Thompson noted including hours for new IT to be hooked up. Aldrich stated the new budget would be \$1700. Aldrich stated they would need to make sure everything is written in justifications: monthly maintenance costs, a docking station, labor for IT/installation, and a printer.

Aldrich noted that the final vote on this budget would need to wait until they had further details regarding the Code Enforcement Officer's vehicle.

#### **Office of Emergency Management**

Aldrich asked the board if there were any changes to make to this budget.

Winn asked if the admin training line should be added into stipend amount. Shippee asked how much the stipend is. Thompson stated it was \$250 per quarter. Aldrich noted that the breakdown would be \$1000 for the stipend and \$1000 for School Emergency Drill. Thompson noted that for adding IT, those numbers have been added.

Aldrich noted that there should be a written line, "Previously not on maintenance plan," so the Budget Committee understands why there is an increase.

Winn asked about the \$400 left. Thompson noted that this was for a buffer for IT needs to

accommodate the hourly rate. Aldrich noted this could be explained by labeling it “Unexpected IT Labor.”

*Gary Winn moved to accept the OEM budget for \$9300 per the revised spreadsheet 09/17/2020. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.*

Shippee asked how many budgets had been approved so far. Aldrich stated five. Aldrich asked Thompson if the budget books for the Selectmen would be ready to go by next week. Thompson confirmed that is correct. Aldrich explained the budget book process to the board. Thompson noted she would set up three folders for the Selectmen for each person to pick up new and revised papers throughout the season.

#### **TABLED UNTIL FUTURE DATE**

Personnel Policy Review

Camp Spofford Agreement

Old Town Office Purchase/Lease Agreement

Town Hall RFP Window Replacement

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

#### **GUESTS:**

##### **6:30 pm Jon Koopman-Chesterfield Gorge & Spofford Lake**

John Koopman presented two issues to the board: the first involving Chesterfield Gorge. Koopman stated he attended the most recent State Parks Advisory Council meeting with Jeff Scott and each spoke briefly about concerns for the gorge. Koopman noted that the litter containers were not being maintained and the picnic tables are in poor repair.

Koopman noted that the gorge is frequently visited by out of towners.

On September 3<sup>rd</sup>, the Regional Commissioner visited the gorge and two days later, initiated daily visits to clean up the facilities and minor maintenance updates. Koopman noted he is sending a thank you note expressing the town’s gratitude.

Koopman noted his repeated concern for the gorge’s maintenance and upkeep. Koopman stated he will be emailing the Selectmen stating this is a town concern. Aldrich asked if it would be helpful if the board wrote a letter to the Advisory Council. Koopman noted that this might be premature. Shippee asked if one of the selectmen should be in contact with the Advisory Council. Koopman noted yes that would be helpful as well as noting if one of the Selectmen would reach out to Director of State Parks, Philip Rice and his superior, Commissioner Sarah Stewart. Shippee will be calling to speak with them both. Aldrich and Winn agree. Winn noted to keep everything constructive and positive.

Koopman presented to the board about Lake Spofford. Koopman noted he has been watching lake use, and the sorts of vessels utilizing the lake. Koopman noted that his observations have sparked so many contentious and passionate comments from those launching, as well as concern about the lake’s future. Koopman noted that after his research the lake level that the Selectmen have set is clearly supported by history. Koopman stated for next year the Selectmen and the Lake Association should focus on runoff and on how the lake is being used. Koopman noted more and more boats, new boats, and bigger boats are utilizing the lake. Koopman noted where these boats were coming from and there are not any statistics or numbers on the volume of boat

traffic, moored, or docked on the lake. Koopman stated that it is time to keep a record of this. Koopman suggested taking an informal census to determine volume of boats on lake. Koopman stated that the problems with sediment is being compounded by the size and power of the boats on the water.

Shippee stated that Selectmen needed to research on what the town can do to ask the state to patrol the boat size launching at the lake. Winn agrees over the last 40 years the type of use on the lake has changed. Winn stated he feels that the non-motorized activity on the lake including kayaks and paddleboards has increased as well.

#### 6:45 pm Brad Roscoe-Voting in November

Brad Roscoe updated the board on the upcoming elections. Roscoe stated that the Primary went well, those with masks could vote in the school, those without voted outside under a tent. Roscoe noted that they will be adding an extra checkout line to accommodate traffic.

Roscoe stated he is looking into November with thoughts to the weather. Roscoe stated they would need to install tent out front across from the flagpole area. Roscoe noted he had sent Thompson an estimate for a 20-foot by 20-foot tent that would be used to accept absentee ballots and allow those without a mask to vote outside. Roscoe stated they will need lights and heating capabilities in these tents for the comfort of the volunteers working. Roscoe stated that Elegant Settings in Keene can provide these services for about \$725 which would be reimbursable by the state.

Roscoe stated that so far, sign-ups look pretty good for volunteers although a few more are still needed. Aldrich noted that this could be put in the Happenings. Roscoe noted only two or three more people would be necessary.

Aldrich asked if the tent was three-sided. Roscoe responded there would be four sides. Aldrich asked if Thompson had figured out where to draw the funds from to obtain these tents and services. Thompson answered it could be sourced from the Elections money in the budget, but it will be reimbursed by the CARES fund for the elections, so that money will be reimbursed.

Winn asked if more than one quote is needed. Aldrich stated no. Roscoe noted that he did try asking another company for a tent, but they were sold out.

*Jeanny Aldrich moved to rent an enclosed tent for the November elections for the purpose of election workers and non-masked residents from Elegant Settings of Keene in the amount of \$725. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

Winn suggested Roscoe walk around school and locate sources for electricity. Roscoe agreed.

#### 7:30 pm Chris Lord-Quarterly & Budgets

Lord presented to the board noting that payables at transfer station had already been decided on. North Shore porch has three quotes. Lord read the quotes from three different companies as follows: Homestead Builders bid at \$5,500, RG Builders bid at \$5,832, and Mitchell Construction bid at \$6,350. Lord stated his recommendation to go with Homestead Builders as they bid the lowest amount. Lord stated he had met all three companies on site to bid for the job, so the bidding process was equal and straight forward. Lord noted that it was agreed to wait until middle the of October 2020 after the beach closes to begin construction.

*Fran Shippee moved to accept the bid to fix the North Shore porch accepting the quote for \$5,500 from Homestead Builders. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

Lord stated he has been in contact with and received a quote from Municipal Services who perform spraying services for the state. Lord stated that next year he will be implementing a Vegetation Management Program which involves spraying for knotweed, poison ivy, and giant hogweed, continuously to gain control of those invasive species. Lord stated that these expenses are accounted for in the budget. Lord noted that for this year, the price is just under \$1300 which he views as very cost effective. Lord stated that the following years will be more aggressive. Aldrich asked how much the \$1300 covers. Lord noted the state permit fee and the spraying. Lord noted there are 12 to 13 clusters throughout the town. Lord noted it will be a program involving continual management practices.

Shippee asked if there were a list of locations that would be sprayed. Lord stated there was and he would be sending it to the Selectmen. Shippee noted that an individual had mentioned the fire pond as a potential location. Lord noted that will be tackled next year. Aldrich stated she would like this topic to be posted to the website, so the public is aware that this is occurring. Lord agreed and will have Lachenal update the website.

Winn asked if permitting is required each year. Lord answered yes. Lord noted that the usual process would be to start the permitting process in January to spray in September or October of next year.

Winn asked if people should keep the weeds on site and not bring them to the Transfer Station. Lord noted that they do not accept any there as burning usually assist in spreading.

Lord noted that the Highway budget came in under expected for paving. Lord noted that they were going to start on ditching in the next few weeks. Lord noted that employees are taking precautions for Covid and social distancing as much as possible. Has been positive and negative feedback on masks, taking payables will be a big step forward, sharing shed will remain closed. Does not believe it will be open again this year due to liability for town.

Lord stated that the Town offices, generator services scheduled for November 13<sup>th</sup>, will only take half an hour to 45 minutes. Moved forward to accommodate weather. Scheduling maintenance on heating system at town offices as well with oil supplier to come in and do a cleaning within the next month or so. Aldrich asked if the balancing were done in the building. Lord noted balanced everything manually and working with Adrian from Pinney Plumbing to come up with a plan if zone adding is needed. Air conditioning worked well, hoping to minimize costs. Opening and closing vents might work to accommodate everyone.

Aldrich asked if Police Department's air conditioning is operating. Lord noted yes, he adjusted some hangars for those pipes and that helped.

Aldrich asked if the garden area right outside the front offices was maintained by the Cemetery Commission. Lord will ask if that is something that could be spruced up.

Lord noted he is sending his employees to perform menial tasks like changing a toilet seat for the Police Department and changing batteries in smoke detector for Parks & Recreation. Aldrich noted this is something that needs to be discussed. Lord stated that the town could hire a part time employee at least 20 hours per week to perform small tasks. Aldrich noted there used to be a part time maintenance man who would perform smaller jobs that the Highway department

employees should not be taken off other jobs for. Aldrich asked the board if they were amenable to that type of hire. Shippee asked if it were cost effective to have a handy man on call. Lord asked if they wanted to pay someone \$40 per hour to change lightbulbs. Lord noted it would be tough to keep someone busy for 20 hours per week in the winter, but it would not be difficult during the summer season. Winn noted that some applicants might not want to commit to that number of hours rather than being on call. Lord noted pay scale was a factor as well. Lord noted that as long as the money is allocated, they should be able to make a decision. Aldrich asked if the board wanted to start at \$10,000 or higher. Shippee stated she believes \$10,000 should be enough for the basics but not enough for a bigger job. Lord noted this is a great baseline. Shippee noted she has been researching quotes for landscaping: \$130 at Wares Grove and \$65 for North Shore. Shippee stated she had contacted three companies and only got a response from one. Lord noted this should fall under the Parks & Recreation budget.

Lord noted he has turned in all his reviews for the board to look at. Thompson noted that they were scanned and emailed to the board.

Aldrich asked to move on to the Highway budget. Lord stated he had stayed close to COLA; there was some increase due to merit increases. Lord noted that the biggest changes for line items budget are asphalt, which dropped, and salt usage. Lord stated he is hoping to use even less next year. Lord noted that the two new trucks for this year will really help. Lord stated that the Chloride budget went up but did not really offset a lot. Aldrich asked if Lord could explain the Chloride expenditures again. Lord noted that Chloride is used in the winter season on salt as it activates the salt at a much lower temperature, which in turn will allow less use over all.

Lord stated that the sand and gravel budget are the same.

Lord noted that fuel went down because price per gallon was down.

Lord stated that the repair bill remained the same.

Aldrich asked about the increase for uniforms. Lord noted that budget was for pants, shirts, and jackets for the employees and they are being worn more.

Aldrich asked why posts and signs were expended more. Lord stated that a lot of signposts were rotting, and that money was needed to replace many stop signs and remain sharp and reflective.

Winn noted it amazed him that there needed to be so much signage on the roads, especially Stage Road. Lord stated he would take a look at Stage Road and Mill Road; however the State is sometimes overexuberant in the amount of signage.

Aldrich asked about culverts, walks, and covers. Aldrich stated the normal amount is \$8,000 on average per year, is there a reason for that cushion. Lord stated yes in case of washouts. Lord noted he stocks culverts at the Highway garage, but the big ones can become expensive quickly. Lord stated he needs some warrant articles. Lord stated he is asking for \$121,000 to be put into the Heavy Equipment Replacement Capital Reserve Fund for more equipment.

Lord stated he is looking to take \$170,000 out for the purchase of a new loader. Lord noted that the current loader is going on 16 years old. Lord stated that the loader is at the end of its life cycle and is creating some maintenance issues and it is time for an upgrade. Lord noted that he budgeted to include the cost of different tires and decals as well as a street sweeping broom attachment.

Aldrich asked about resurfacing. Lord noted skipping North Shore Road. Aldrich asked if there were any grants to feed into with North Shore about lake erosion or runoffs. Shippee stated that



SWRPC grant would only be for state highways. Lord stated if they pave North Shore Road this coming year, the new numbers would be \$668,303.55. Lord stated if he leaves the amount at \$262,500 for resurfacing and add \$93,000 from the Road Construction Re-Construction Capital Reserve Fund, that will complete a mile of North Shore Road and leave him with roughly \$39,732. Lord noted that if the original plan were followed by taking \$93,000 from the Capital Reserve Fund that would allow Lord to continue paving some of the roads they have previously been working on. Lord stated that this would cut down to about two and a quarter mile of resurfacing. Aldrich noted that this was for a budget of \$129,000. Lord stated it would be \$132,732 in the breakdown of cost of materials. Aldrich asked if Lord would have the manpower to complete that. Lord stated yes. Lord noted that for the North Shore project, the only labor required by the town would be replacing culverts and any drainage issues that would need to be addressed at that time. Lord stated that water containment will be an issue and he will contact EJP for a recommendation for water containment, possibly utilizing plunge pools to alleviate runoff from the road to the lake. Aldrich stated that she believes this is tremendously important since the Selectmen are having current issues with the lake regarding road runoff and cyanobacteria. Shippee asked if this would lessen the runoff. Lord stated it would cleanse the runoff rather than lessen it.

Winn stated his suggestion to separate the two warrant articles; one for North Shore Road and the other for paving. Aldrich agreed stating that this would make it more understandable. The board discussed the Transfer Station budget. Lord noted a decrease in part-time help for the Transfer Station, this year they will only be budgeting for one full time and two part time employees. Lord stated that in a coverage scenario he could have a Highway department employee stand in.

Lord asked about a hereto unknown Capital Reserve Fund for Equipment Replacement at Transfer Station. Lord stated that the current backhoe needs a lot of maintenance to continue functioning properly. Lord stated he would like to replace it with a skid steer sometime in 2022. Lord stated he believes a skid steer would be a lot more user friendly than the backhoe for moving cardboard bales and refrigerators as well as brush. Lord noted he would like to move towards that line of thinking soon. Shippee asked about a salary review on surrounding towns Transfer stations. Lord noted three or four years ago. Shippee asked if what the town is paying employees is commensurate with other towns. Thompson noted this is part of the wage scale she is working on.

The board took a five-minute break.

## **NEW BUSINESS**

### Annex Rental

Shippee asked if the board were ready to rent the town annex. Aldrich noted the kitchen could not be used yet. Shippee stated it will have to be cleaned. Aldrich asked Thompson if she could ask Coll's to come in and clean. Thompson asked if the annex would need to be cleaned after

each use. Aldrich noted it would need to be cleaned for the first time since construction has been completed.

Aldrich noted her hesitation to rent the kitchen due to there being no equipment. Aldrich stated that they also need to do a class or video for consistent renters as well as outside renters, to learn how to sanitize and use the kitchen. Shippee stated they could have a small group to do this. Aldrich noted she will need to look at her schedule to get this done and get back to the board. Shippee asked about washing dishes by hand. Aldrich stated that is ok, the renters would need to go through how to sanitize the space properly. Aldrich noted she would like to compile a manual or guide for kitchen use. Shippee noted the town would buy the bare minimum on pans, and stated she feels that as time goes on more equipment can be purchased, as necessary. Aldrich, speaking from industry experience stated that the kitchen required sheet pans, pots, pans, a speed rack to sit sheet pans on, utensils for cooking, and a wire storage rack with wheels. Aldrich suggested tabling further discussion for a future meeting.

Shippee noted the Lions Club would like to rent the annex December 4<sup>th</sup> of 2020. Aldrich asked if they used the kitchen and that the kitchen user guide should be good to go by December 1, 2020.

Aldrich asked about renting out the town hall. Lord noted that the town hall has not been rated for the number of people allowed due to Covid and he will be measuring that. Lord asked that the annex not be cleaned until after the election on November 4, 2020. Thompson will relay to Coll's Cleaning.

Aldrich asked if anyone must sign a waiver to rent town buildings. Shippee researching what other towns are doing and whether they are having people sign waivers. Aldrich noted Walpole was being extremely helpful and forthcoming with information.

Aldrich noted this would be discussed further on the next agenda. Winn agreed.

#### Vote for Fran to join SWRPC

*Jeanny Aldrich moved to make Fran Shippee the Board of Selectmen representative to the South Western Regional Planning Commission. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

Shippee asked about Davis Peach being the other representative, she has mailed him a letter. Aldrich is sending Shippee Peach's phone number.

#### Budgets-

Debt Services- Thompson explained these are the bonds that the town has. Aldrich stated the only thing for revenue is the broadband, which is paid back by Consolidated. Shippee noted complaints on Facebook for being billed for three months of Consolidated fees of \$10. Aldrich noted she does not believe that has anything to do with the bond. Shippee stated the complaints were regarding incorrect bills, Consolidated accidentally did not bill for two months then billed all at once for three months. Aldrich asked was it owed or due? Winn noted the surcharge, that money was owed, it is unfortunate that it happened the way it did. Aldrich stated she has documents on all of it, and will be sending to Shippee.

*Gary Winn moved to adopt the Debt Service budget for \$335,509. The motion was seconded by Jeanny Aldrich and passed unanimously by roll call vote.*

Patriotic Purposes-Thompson noted nothing in expended because no one has sent her any bills yet. Thompson asked if the board would like to keep the budget the same and hope that bills are submitted by the end of the year. Shippee asked if flags were replaced. Aldrich asked Winn to reach out to American Legion or Lion's club and let them know they need to submit their bills. Shippee asked how often town gets a new flag. Thompson noted they are replaced as needed, but the town offices one should be replaced soon. Winn stated the town used to be able to get some free flags; he will try to find out if that source is still available. Aldrich stated holding off on this until next meeting.

### **OTHER BUSINESS -**

Winn stated that the Cemetery Commission met last week; things are going smoothly.

Winn asked about working on Maibusch's stream and if there were any updates. Aldrich noted this issue has been resolved.

Winn asked if anyone was speaking with Lucky Evans about his appointment papers or resignation. Shippee stated she will be. Aldrich asked if that should be coming from Kristin McKeon since she is chair of Zoning Board. Winn stated he is in favor of following through, but the board needs an official document of resignation. Shippee stated said she had him sign his overdue paperwork and had asked him about a resignation letter. Shippee stated per Evans, he is rethinking the decision to resign. Shippee stated she suggested Evans call McKeon. Aldrich noted she does not want to create hard feelings with the chairman. Winn stated that the board was not asking him to resign, they were asking him to put it in writing before proceeding with the next steps.

Winn spoke about the Rescue meeting he and Shippee attended. Winn stated that it was a good lesson on what Rescue does and how they manage their call volume. Winn stated he thinks they are struggling financially as well as with manpower. Winn noted that the Rescue workers seem to hire on and gain experience and certification and then move on to full time positions elsewhere with more pay. Aldrich noted they will hopefully be pulling together an ad-hoc committee for Ambulance for next year.

Shippee noted she is working on the 319 grant and gave Thompson a copy of the letter for the Selectmen to approve. Shippee noted that they should sign before giving to Lisa Murphy.

Aldrich stated she did not know anything about this grant. Shippee noted that what they do is go around the lake and find properties that have runoff issues and if the grants are accepted, cover the cost of the engineering advice on reducing runoff. Shippee noted the grant covers cost of materials but not labor. Aldrich asked if the town must provide any funds or manpower to be eligible. Shippee stated yes.

Shippee stated she attended a Community Power meeting with Roscoe; the concept is that the town buys power from the group and offer it to all homeowners in the town and receive a reduced rate. Shippee stated that solar power is involved along with renewable energy. Shippee noted that there is a woman involved who lives in Chesterfield and would like to do a presentation to the board. Aldrich noted that this lady has come to them before and nothing came

of it. Shippee stated the Board of Selectmen would have to recommend that an Electric Aggregation Committee be started dependent on approval from the town. Shippee noted that electric is supplied by Community Power, but the delivery fee would come from Eversource. Winn asked if this was what Keene was doing, using it as a standpoint to reach their renewable energy goals. Shippee noted she believes that is correct. Shippee would like to invite Mary Ewell to come to the next Board of Selectmen meeting. Aldrich stated they must discuss scheduling further. Aldrich asked if this presentation could wait until January 2021. Shippee stated she will be reaching out to Mary about a warrant article for this year or next year.

Shippee noted that Chesterfield Fire Company was returning funds for 2019. Winn noted they have a general fund just as the town does. Shippee stated Amy LaFontaine noted that some or part of that money comes back to the town. Aldrich asked Thompson to verify. Thompson stated she has not heard of this before but will investigate it. Shippee noted that the school might do the same thing and asked where the excess funds were going. Winn stated the school historically sent surplus back to the town. Winn stated he will be checking with NHMA on these and forwarding to Thompson.

Shippee asked about the Welcome to Chesterfield signs. Aldrich noted that this is a Lions club project, the sign was shattered, and Lord has it at the Highway department. Shippee asked if the town was looking to replace or fix that or the state as it is a state highway. Aldrich asked if it was in the state setback and suggested Lord investigate further.

Shippee spoke with David Mann, who stated he will do a survey on the Library land for a small sum and get that done this week.

Aldrich stated she met with the Budget Committee, and noted that any of the selectmen can attend. Aldrich stated that the Selectmen could not comment as Selectmen. she believes it would be beneficial should they attend. Aldrich noted that the meeting went well; Steve Laskowski is now the chair and George Goulet is vice chair.

Aldrich noted that Bayard Tracy has been writing back and forth with Amanda McQuaid with NHDES who stated that it is best to let the cyanobacteria cycle itself out. Aldrich read per McQuaid that people need to stay away and should not handle the material. McQuaid wrote that this might be best handled once the lake is drawn down further and will need to be done through DES. Aldrich stated and emphasized that no one should be touching the material. Aldrich noted that the Lake association is working in tandem with NHDES and Keene State to be measured and observed carefully. Winn noted that the biggest question put to him, is the hazard wholly in the area where they see this on the shores or is it throughout the entire lake. Aldrich noted it is only where you see this black sludge, but it can break away and float. Aldrich stated she is not sure what the toxic level is with that breakaway piece. Shippee noted they will be doing testing on the toxicity. Aldrich asked if that was going to Keene state or Florida.

Thompson noted that per Sam Hill, she would like to be first on the building walk through on Saturday. Aldrich noted that she had texted Hill and the walk through would be 8AM.

Thompson noted she has been asked about the Town Meeting on March 13<sup>th</sup>, 2021 at 10AM.

Thompson asked if that would be at the school. Aldrich stated yes it will be. Thompson stated she would alert the School Administrative Assistant of that.

Shippee asked if voting would be at town hall. Aldrich noted she is not sure, and she will have to look at that again. Aldrich stated that Lord will calculate the total amount for how many people

can fit in town hall, might hold people outside.

Thompson asked per Lachenal, a town employee was asking if they worked on Jan 2<sup>nd</sup> and decided to quit or retire, would they get paid out for the vacation time and sick time. Winn asked if sick time were earned by hours worked. Thompson noted that for new employees they receive their sick time after January 1 and vacation time a year after their hire date. Shippee asked that about vacation time accrual. Winn asked if this was a question for the state labor board. Aldrich noted this might do best being sent to Ratigan so that it can be clearly defined. Thompson will be sending to Ratigan.

Thompson stated she is requesting \$360 from the Town Buildings Maintenance Capital Reserve Fund for part of Article 16 of the Town Office Balancing project.

*Fran Shippee moved to withdraw \$360 from the Town Buildings Maintenance Capital Reserve Fund. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

**LEGAL (red folder) -**

**PUBLIC COMMENT-None**

**ACCEPTANCE OF MINUTES – 09/09/2020**

*Gary Winn moved to accept the 09/09/20 meeting mins as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.*

**Non-public minutes 09/09/2020 #1, #2, #3, #4**

*Gary Winn moved to accept the minutes for Non-Public Sessions #1,2,3, and 4 for 09/09/2020 as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.*

The Next meeting will be held October 7, 2020 at 6:00 pm via Zoom.

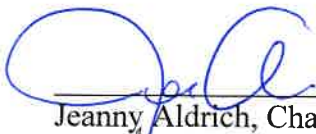
**ADJOURN**

*Fran Shippee moved to adjourn at 10:03 PM. The motion was seconded by Gary Winn and passed unanimously by roll call vote.*

Respectfully submitted,

Jim Smith  
Secretary to the Selectboard

Approved by:

  
\_\_\_\_\_  
Jeanny Aldrich, Chairman

\_\_\_\_\_  
Date 10/22/2020

  
\_\_\_\_\_  
Fran Shippee

\_\_\_\_\_  
Date 10.22.2020

Gary Winn  
Gary Winn

10/22/2020  
Date