



Town of Chester  
Selectboard  
84 Chester Street  
Chester, NH 03036  
Phone: (603) 887-3636 x114  
E-mail: [ChesterBOS@ChesterNH.org](mailto:ChesterBOS@ChesterNH.org)

*Charles F. Myette, Chairman, '25*  
*Stephen O. Landau, '24*

*Steven M. Couture, Vice-Chairman, '24*  
*Dana Theokas, '26*

*Richard S. Trask, '26*

### **SELECTBOARD WORKSHOP AGENDA**

*Date of Meeting: November 30<sup>th</sup>, 2023 @ 7:00 PM – Meeting Room*

*Broadcast on Channel 6 and streamed on [Government \(cablecast.tv\)](https://www.governmentcablecast.tv) – click “Watch Now”*

#### **I. PRELIMINARIES:**

- 1.1 7:00 PM Call the Meeting to Order
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Chairman’s Additions or Deletions
- 1.5 Public Comment (10 minutes)

#### **II. BUSINESS:**

- 2.1 Workshop:

#### **III. SELECTMEN’S ITEMS:**

- 3.1 Chairman’s Announcements
- 3.2 Roundtable
- 3.3 TA Report
- 3.4 Action Items
- 3.5 Potential Non-Public Sessions

#### **IV. ADJOURNMENT:**

**PLEASE NOTE:** *To be added to the next agenda, please contact the Selectboard’s office by phone, in-person, or by email by 12pm Thursday prior to the next meeting. Please include any applicable documentation at this time for the Board’s review. Agenda items may be added or deleted without notice.*

**Town Administrator's Report**  
**November 11<sup>th</sup> – 26<sup>th</sup>, 2023**

1. Assessing: Jean & I had the revaluation kickoff meeting on November 21<sup>st</sup> with MRI and DRA. With DRA's approval, they planned to start right away.
2. Christmas: Selectman Trask has had the Christmas tree set up; we plan to decorate this Thursday as it will be 42 and sunny (and our tallest employee Russell is working). The CCC would like to hold a Carol Sing on December 9<sup>th</sup>. Any thoughts on an official lighting date?
3. Elections: The Presidential Primary has been set for Tuesday, January 23<sup>rd</sup>, 2024. Please be sure to let Janis know of your availability that day so she can procure Selectmen Pro Tems when necessary.
4. Highway: The Lane Road UFB request has been sent to DRA.
5. Insurance: A number of employees expressed interest in AFLAC; this is ongoing. A reminder that this is at zero cost to the Town (no taxpayer dollars).
6. Maintenance: The old floor scrubber and spare batteries that were posted on Municibid were sold; revenue was handed in to the Town Clerk and deposited to the General Fund (from whence it will eventually lapse to the UFB). The charger was relisted and has bids.
7. MPR: Heat was fixed and the Seniors have returned for their coffee hour.
8. NHMA: A few of us attended the NHMA conference in Manchester on November 15<sup>th</sup> and 16<sup>th</sup>.
9. Police Department: I ran into Will Gatchell of Harriman Architects at the NHMA meeting; once the original PD expansion was shelved, he drew up plans for a sally port and has sent them to me. I will forward to you. This might be a much less expensive way to make our Police Station more functional, although Sgt. Eiro's organization work has also helped quite a bit.
10. Recreation: The Director is on vacation this week, but all recreation activities have been arranged to go forward without her presence.
11. Right to Know: We had one (1) RTK request this past week.
12. Solar Working Group: Three (3) bids were received.
13. Spring Hill Farm: Both the Ortins and the Trustees leases expire at the end of December; the SHFAC will be working on renewing and/or possibly amending them.
14. Transfer Station: The 'non-potable water' signs were installed at the repaired yard hydrant and it is good to go. The Boy Scouts plan to be on site on Saturday, December 2<sup>nd</sup> for their annual Scouting For Food.

- 15.** Utility Cases: The 2017 Eversource utilities case is ramping up; DTC has no issue if we continue to work with Brian Fogg as our utilities assessor on this one. Jean has been in touch with him.
- 16.** Wason Pond: I am in the process of signing and filing the grant acceptance paperwork for the State and Federal Governments (so we're almost positive we've actually been awarded the grant). Just a reminder that it's a 50/50 reimbursement grant, so we would need to gross appropriate the total amount at Town Meeting time.
- 17.** Welfare: We continue to work with one (1) client in need of assistance.