

**Town of Chester
Selectboard’s Meeting
Thursday, August 17, 2023
Municipal Complex
Approved Minutes**

I. Preliminaries

Call the Meeting to Order
Roll Call
Pledge of Allegiance
Chairman’s Additions or Deletions
Public Comment (10 minutes)
Conservation Commission Easements
Chester Academy Communication Survey
Emergency Management Plan Review
Consent Agenda
Chairman’s Announcements
Roundtable
TA Report
Action Items
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman Myette called the meeting of the Chester Selectboard to order at 6:00pm.

1.2 Roll Call

Selectboard Present:

Chuck Myette
Dana Theokas
Dick Trask
Stephen Landau

Selectboard Absent:

Steve Couture

Members of the Public Present at various times:

Aaron Berube, Police Chief
Victor Chouinard, Conservation Commission
Phil Gladu, Fire Chief / EMD
Chris Kozura
Liz Lufkin, Assistant EMD
Nancy Myette
Saul Shriber

and other persons unknown to the Recording Secretary.

1.3 Pledge of Allegiance

Chairman Myette led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions or Deletions

Selectman Landau added one non-public for employment.

1.5 Public Comment

Chairman Myette opened the meeting to public comment at 6:01pm.

As no Members of the Public wished to be heard, Public Comment was closed at 6:02pm.

II. Appointments

2.1 Conservation Easements

Mr. Chouinard pointed out the Pomp Road Conservation easement was approved at Town Meeting and has been before the Board, which asked to have legal counsel review the document. Minor changes were made by legal, and it is now ready for the Board to sign. Chairman Myette mentioned the property is mostly wetlands.

Selectman Landau motioned to approve the Conservation easement consisting of 55.484 acres on Pomp Road identified as Lot 2-28-1. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

Mr. Chouinard read from the Conservation easement for the Finney Conservation area.

“A certain parcel of land containing 7.38 acres being known as the Finney Conservation Area being unimproved land situated in the Town of Chester, County of Rockingham, State of New Hampshire and being shown as Lot 12-14-3 on a plan entitled “Plot Plan of Land located near Lane Road in Chester, N.H. Owner of Record: Percival M. Jr. and Marita J. Lowell, Scale1”=50’, Date: October 17, 1989” B.V. Pearson Associates, Inc. Land Surveyors and Engineers recorded as Plan #D-19951 of the Rockingham County Registry of Deeds”

Selectman Landau read the easement and was confused with who actually owned the parcel. He suggested having a copy of the deed. Mr. Chouinard advised this has been reviewed by legal. Mr. Chouinard stated the easement intent is a separate document and should stay separate. Selectwoman Theokas felt it has been reviewed by counsel and the easement should be approved this evening.

Selectwoman Theokas motioned to approve the Conservation easement consisting of 7.38 acres near Lane Road identified as Lot 12-14-3. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

101 *2.2 Chester Academy Communication Survey*

102
103 Chief Berube requested to add additional items for discussion.

104
105 Chief Berube discussed the radio coverage in Chester Academy and presented a proposal of
106 \$2,370.00 to the Selectboard from 2-Way Communications for an engineer to determine what
107 equipment would be needed, if any, to be placed in the school.

108
109 Chief Berube suggested not moving forward with the proposal until the upgrade in Candia is finished.

110
111 ***Selectman Landau motioned to allow Rockingham County Sheriff's Department sixty (60) days***
112 ***to complete the upgrade in Candia. If sixty (60) days passes the Chief is authorized to move***
113 ***forward with the proposal of \$2,370.00 for engineering services at Chester Academy. Selectman***
114 ***Trask seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye,***
115 ***Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.***

116
117 Chief Berube stated that 80% of the Mobile Data Terminal's (MDT's) have been installed. Also, the
118 department is changing phone providers and the service of the new provider is much improved.

119
120 Officer Rue is through his tenth week at the academy. His graduation will be on Friday September
121 29th. He is in the top quarter of his class and all updates have been positive.

122
123 Chief Berube mentioned Sergeant Kerkman and Officer Kehoe are certified crisis intervention team
124 members and peer to peer counselors. Chief Berube is working on establishing an internal Wellness
125 program in the department. Auburn, Candia, and Chester are working on establishing a critical
126 incident stress management team (CISM) with a licensed clinician on the team. An MOU is being
127 created so all three agencies can provide a service to any of the three towns for internal officers.

128
129 There will be a fee to join; it looks like \$1,500.00, but it has not been determined. Chairman Myette
130 felt it was reasonable and asked that justification be provided if it will be a new line item on the
131 budget. Chief Berube may request the expenditure prior to the next budget.

132
133 **III. New Business**

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135 *3.1 Emergency Management Plan Review*

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137 Fire Chief / Emergency Management Director Gladu explained the five-year update for the
138 Emergency Management Plan will need to be adopted by the Selectboard. Chairman Myette
139 mentioned the Plan was developed by June Garneau with help from the Town’s staff.

140
141 Selectman Trask questioned who activates an emergency and what constitutes an emergency. Chief
142 Gladu can activate the Emergency Operations Center (EOC) in town. Asst. Emergency Director Lufkin
143 mentioned if the Town opens their EOC, then the State automatically opens theirs.

144
145 Ms. Lufkin stated there is training associated with this and all Selectboard need to complete the
146 training. The required training is ICS-100 and ICS-700. Additional training suggested is ICS-200 and
147 ICS-800. Ms. Lufkin would encourage having a tabletop exercise to run through some of the
148 scenarios. Mr. Shriber, Jennifer Drive, inquired if there is a way to get the information to the residents
149 in town. Ms. Lufkin is working on getting some kind of communication out to residents similar to
150 what the school is doing.

Selectwoman Theokas motioned to adopt the Emergency Management Plan update. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

Selectman Landau motioned to accept the National Incident Management System. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

Chairman Myette thanked everyone who helped put this plan together.

IV Consent Agenda

4.1 Current Use Application

Chairman Myette pointed out wetlands under ten acres can be placed in current use.

Selectman Trask motioned to accept the current use application contingent of a monument being placed on the property where current use land starts.

The Board wanted more clarification on the law by legal.

Selectman Trask withdrew his motion.

The Board would like Town Counsel to interpret the RSA and ask if only the wetland can be put into current use. Can a portion of the property, even if it is not all wet, be put into current use or only the wetland.

4.1 Minutes 7-23-2023 and 8-3-2023

Selectwoman Theokas motioned to approve the minutes of July 27, 2023, and August 3, 2023. Chairman Myette seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – abstained. With three in favor, the motion passed with Landau abstaining and Couture absent.

4.1 Land Use Change Tax

Chairman Myette explained this is for property that was previously in current use, and this is the tax due for taking it out of current use.

Selectwoman Theokas motioned to approve the signing of the Land Use Change Tax. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

4.1 Veterans Credit

Selectman Trask motioned to approve the Veterans credit. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

V. Selectmen’s Business

5.1 Chairman’s Announcements

Chairman Myette announced the following meetings and upcoming events:

Monday August 21, 2023	Spring Hill Farm Meeting at 7:00pm
Tuesday August 22, 2023	Solar Working Group Meeting at 7:00pm
Wednesday August 23, 2023	Planning Board Meeting at 7:00pm
Thursday August 31, 2023	Selectboard Workshop at 6:00pm
Tuesday September 5, 2023	Solar Working Group Meeting at 7:00pm
Wednesday September 6, 2023	Planning Board Meeting at 7:00pm
Thursday September 7, 2023	Selectboard Meeting at 6:00pm

Town Offices closed on Monday September 4, 2023 for Labor Day Holiday

Chester Town Fair - Saturday, September 9, 2023 - fun begins at noon!

Xfinity/Comcast has changed their channel lineup as of August 9th, 2023.

Highlights:

- The Government channel is moving to Channel 6,
- The Public channel is moving to Channel 8, and
- The Education channel is staying on Channel 22.
- WMUR-TV is moving to Channel 9.

5.2 Roundtable

Selectwoman Theokas mentioned Chester Academy is putting in an electronic sign. This is the first electronic sign in Chester. The zoning ordinance approved by the residents does not allow electronic signs in Chester except for government. Selectman Trask felt this sign is going to be an issue for many businesses in Chester. Selectman Landau would like the school to rethink getting an electronic sign.

Selectman Landau mentioned a Boy Scout from the Derry Troop has asked the Selectboard if he can place a Trex bench in front of Stevens Hall for his Eagle Scout project. Selectman Landau stated there is already a bench at Stevens Hall in memory of Red Dolloff, but there could be other locations in town for a bench to be placed such as near the cemetery. He suggested the Board visit Stevens Hall to look at the area.

Selectman Landau pointed out a permanent Christmas tree has been offered to the Town to put up at Stevens Hall. Chairman Myette stated the tree is 14-15 feet and the tree will need to be dug up, transported, and replanted. Selectwoman Theokas asked that Groundskeeping have a plan because there will be substantial upkeep the first few years.

Selectwoman Theokas will organize a meeting at Stevens Hall for the Selectboard and the Boy Scout.

Selectman Trask attended a meeting about the beaver dams in Chester. There are eighteen beaver dams in town and two were identified as possible hazards to roads. Some of the dams are on private property and the town will need permission to enter the property.

Selectman Trask met with Finance Director Smith (not present) and Supervisor of Roads Piper about the funding of the Lane Road repairs.

Selectman Trask mentioned he spoke to NH Executive Councilor Stevens about the center of Town and how the 4A project will bring increased traffic to secondary roads in Chester. Halls Village Road and Webster Lane will have increased traffic due to the project and he asked for consideration of state funding for Halls Village Road. Ms. Stevens seemed very supportive. Chairman Myette suggested Ms. Stevens could help get the grant approved that has been submitted for Halls Village Road. The Executive Council will be releasing the money for the center of town improvements soon.

Chairman Myette
Nothing to report.

5.3 Town Administrator’s Report
Nothing to report.

5.4 Action Items
None

5.5 Non-Public Session(s)

Chairman Myette announced non-public sessions on reputation, pending litigation, security and employment.

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (b) employment (c) reputation, (e) pending litigation, and (i) security. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

The meeting was closed to the public at 8:14 PM.

Selectman Landau motioned to come out of non-public session. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

The meeting was reopened to the public at 9:15 PM.

Selectman Landau motioned to seal the minutes of the first non-public session, on Public Employees. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

Selectman Landau motioned to seal the minutes of the second non-public session, on Public Employees. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye,

Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

Selectman Landau motioned to seal the minutes of the third non-public session, on Reputation. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

VI. Adjournment

Selectman Landau moved to adjourn the meeting. Selectwoman Theokas seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture –absent, Landau – aye. With four in favor, the motion passed with Couture absent.

The meeting was adjourned at 9:17 PM.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary