

**Town of Chester
Selectboard’s Meeting
Thursday, February 1, 2024
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)
Engineering RFPs
Renewal Compost Program
Conservation Commission
Building Department
Highway Department Update
Engineering Firm Proposals
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
Stephen Landau
Dana Theokas
Dick Trask

Selectboard absent:
Steve Couture

Members of the Public Present at various times:

Jeff Adler, Dubois & King
Aaron Berube, Police Chief
Myrick Bunker, Building Inspector
Victor Chouinard, Conservation Commission
Marybeth Clough

David LaVita
Nancy Myette
James Piper, Supervisor of Roads
Ann Podlipny
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

None

1.5 Public Comment

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

II. Appointments

2.1 Engineering RFP

Chairman Myette mentioned an RFP was put out looking for a firm that can give services to all departments in town. The proposals are still being evaluated.

Mr. Adler, Project Manager with Dubois & King, is honored to have worked with the Town for 37 years and hopes to continue. Mr. Adler helps the Planning Board and has also worked on structural and heating services. If Dubois & King are unable to handle something they have many contacts they can call on.

Chairman Myette mentioned the Town received a matching grant for the Wason Pond Bridge, this was one of the projects Dubois & King worked on for the Town.

Chairman Myette would like to build a stronger relationship with an engineer to help the town with advance planning. Mr. Adler would be happy to help with this.

Selectwoman Theokas pointed out the varied experience with staff and the different projects that they can assist the town, such as landscape architecture and parking lot design in reference to the 102/121 intersection upgrades..

Chairman Myette thanked Mr. Adler for his time. The board will need a few more weeks to make a decision.

2.2 Renewal Compost Program

Ms. Podlipny explained the composting project started six months ago. There are currently ten households in Chester participating and Chester Academy is interested but does not have the funding in the budget. Ms. Podlipny is asking for the Town to help subsidize the program; if the Town helps with the cost more households may want to join.

Chairman Myette suggested working with the Conservation Commission, Transfer Station, or even put in a warrant article for the Town to vote on. Ms. Podlipny has already spoken to Ms. Manfrates, Transfer Station Forman, about composting at the Transfer Station. They would need either a reliable volunteer or hire someone to oversee the compost pile that has knowledge. Ms. Podlipny also mentioned there are grants available. Chairman Myette asked for the grant information be provided to the town.

Ms. Podlipny is interested in a repair fair. The concept is to have local vendors come and people can bring things they need fixed. Selectman Landau suggested the possibility of joining another group in town. The best approach is to find volunteers and come back to the board with ideas.

Ms. Podlipny asked about using the soccer field for “grandmas playing soccer”. Selectman Trask asked Ms. Podlipny to contact the Recreation Director to be placed on the schedule.

2.3 Conservation Commission (moved to later in the meeting)

2.4 Building Department

Building Inspector Bunker introduced Ms. Clough to the Board. She is the final candidate for the Building Department open position. She will accept the position if offered.

Chairman Myette asked Ms. Clough about her background and what interested her in the job. Ms. Clough’s background is mostly in education but has done many jobs. With her education and experience, Selectwoman Theokas felt this would be a great opportunity to help the town organize procedures and learn the Building Department.

Building Inspector Bunker would like to suggest that Ms. Clough’s vacation and personal time start immediately. Chairman Myette advised the Board will confer in non-public and will let him know the decision in the morning.

2.5 Highway Department

Mr. Piper, Supervisor of Roads, updated the Board on the road conditions. The constant freeze and thaw are causing havoc on the roads, while the salt line is taking a hit with all the freezing rain and weather. The emergency fund will be needed if these storms continue.

Mr. Piper mentioned there have been three candidates for the open position. One candidate has already withdrawn from the process and there possibly may be another candidate coming forth.

Selectwoman Theokas asked about signs for the roads that are bad. Mr. Piper only has cones to let people know of a hazard ahead.

The Board discussed a beaver dam on Lane Road. Mr. Piper has permission from one homeowner but not the other. The highway department does watch it and they also clean the grate downstream where there is a lot of activity.

2.3 Conservation Commission (moved from earlier in the meeting)

Mr. Chouinard presented a letter to the Board asking to accept an annual donation to the Conservation Commission for hiking trails. Chairman Myette thanked Mr. Hawkins (not present) for this annual donation is much appreciated.

Selectman Landau asked if a lawyer is needed to draft something to guarantee Mr. Hawkins’ wishes are abided by in the future. The letter can be filed in the offices of the Town Clerk and Conservation.

Selectman Trask motioned to accept the donation in perpetuity for hiking trails. 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 mentioned when the first donation is received a new account will be opened to keep the money separate.

Mr. Chouinard explained there is an issue with a transfer of property in 2017. Mr. Chouinard is requesting the Selectboard’s approval to bring this case to court. Selectman Landau is in favor if it straightens out the issue. He would also like the maps updated with the correct information.

Selectman Landau motioned to move forward with the court proceedings for the reformation of deeds for the property off Lane Road Tax Map 8 Lot 16. 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.

III. New Business

3.1 Engineering Firm Proposals

The Board will discuss the proposals in non-public.

IV. Consent Agenda

4.1 Minutes 1-4-24

Selectman Trask motioned to accept the minutes of January 4, 2024, as presented. Chairman Myette seconded the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas – abstained, Couture – absent, Landau – abstained. With two in favor, the motion passed with Couture absent and Theokas and Landau abstaining.

V. Selectmen’s Business

5.1 Chairman’s Announcements

Selectman Landau mentioned there will be Selectboard Meetings every Thursday in February for budgets.

Chairman Myette announced the following meetings:

Monday February 5, 2024	Wason Pond Commission Meeting at 7:00pm (Rangeway)
	Budget Committee Public Meeting – School Budget at 7:00pm (Meeting Room)

200
201 Tuesday February 6, 2024 Solar Working Group Meeting at 7:00pm
202
203 Wednesday February 7, 2024 Planning Board Meeting at 7:00pm
204 School Board Meeting at 6:00pm
205
206 Thursday February 8, 2024 Selectboard Meeting at 6:00pm 1st meeting of the 2024 –
207 2025 budget
208
209 *5.2 Roundtable*
210
211 Selectwoman Theokas
212 *Nothing to report.*
213
214 Selectman Landau mentioned the church is donating countertops and sinks for Stevens Hall.
215
216 Selectman Trask mentioned the article about impact fees from California. The impact fees are how
217 we fund our town.
218
219 Chairman Myette
220 *Nothing to report.*
221
222 *5.3 Town Administrator’s Report*
223
224 Selectman Landau mentioned there is no update on the roof. The Town Clerk’s office was also leaking.
225 Repairs to the portion of Shattigee Road in Raymond are scheduled to begin. It will take about three
226 months to complete. Raymond has asked Chester to plow to the washout.
227
228 Chairman Myette mentioned the elections went well and thanked everyone who came out to vote.
229 The pinning ceremony for newly appointed LT. Sheley went well.
230
231 *5.4 Action Items*
232 *None*
233
234 *5.5 Non-Public Session(s)*
235
236 Chairman Myette announced non-public sessions on public employees, property, and legal.
237
238 ***Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (a) public***
239 ***employees (d) property, and (e) pending litigation. Selectwoman Theokas seconded the motion.***
240 ***A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture – absent, Landau –***
241 ***aye. With four in favor, the motion passed with Couture absent.***
242
243 The meeting was closed to the public at 7:29PM.
244
245 ***Selectman Trask motioned to come out of non-public session Selectwoman Theokas seconded***
246 ***the motion. A roll call vote was taken Myette – aye, Trask– aye, Theokas –aye, Couture – absent,***
247 ***Landau – aye. With four in favor, the motion passed with Couture absent.***
248
249 The meeting was reopened to the public at 9:07 PM.

Selectwoman Theokas motioned to seal the minutes of the first non-public session, on Property. Selectman Trask 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.

Selectwoman Theokas motioned to seal the minutes of the second non-public session, on Public Employees. Selectman Trask 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.

Selectwoman Theokas motioned to seal the minutes of the third non-public session, on Public Employees. Selectman Trask 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.

Selectwoman Theokas motioned to seal the minutes of the fourth non-public session, on Reputation. Selectman Trask 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.

Selectwoman Theokas motioned to seal the minutes of the fifth non-public session, on Reputation. Selectman Trask 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 Trask moved to adjourn the meeting. 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.

The meeting was adjourned at 9:17 PM.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary