

**Town of Chester
Board of Selectmen Meeting
Thursday, January 16, 2020
Municipal Complex
Approved Minutes**

I. Preliminaries

Call the Meeting to Order

Roll Call

Pledge of Allegiance

Additions and Deletions

Public Comment

Approval of Minutes

Items for Signature

Appointments to Spring Hill Farm Advisory Committee

Finalize Warrant for Budget Committee Review including Bond Choices

Review Board of Selectmen Rules of Procedure

Roundtable

Non-Public Sessions

Adjournment

1.1 Call to Order

Chairman Owens called the meeting of the Town of Chester Board of Selectmen to order at 7:00 PM.

1.2 Roll Call

Selectmen present:

Chuck Myette

Stephen Landau

Steve D’Angelo

Jeremy Owens

Joseph Hagan

Staff present: Town Administrator Debra Doda

Members of the Public present at various times:

Greg Bolduc, Fire Chief

Nancy Myette

Joe Krasowski

Maria Oakley

Beth Sautter

Emily Kunelius

Penny Williams, Tri-Town Times

And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Owens led the attendees with the Pledge of Allegiance.

1.4 Chairman’s Additions and Deletions

1.5 Public Comment

As no Members of the Public wished to be heard, Public Comment was closed at 7:02 PM.

II. Old Business

2.1 Approval of Minutes

Chairman Owens urged the Selectmen to sign the unapproved minutes in the Signature Folder and indicate changes or approval.

2.2 Items for Signature

Chairman Owens urged the Selectmen to sign the items in the Signature Folder.

III. New Business

3.1 Appointments to Spring Hill Farm Advisory Committee:

Joe Krasowski

Selectman Landau motioned to appoint Joe Krasowski for a three-year term to the Spring Hill Farm Advisory Committee expiring May 31st, 2022. Selectman D’Angelo seconded the motion, with all in favor, the motion passed unanimously.

Emily Kunelius

Selectman Landau motioned to appoint Emily Kunelius for a three-year term to the Spring Hill Farm Advisory Committee expiring May 31st, 2022. Selectman D’Angelo seconded the motion, with all in favor, the motion passed unanimously.

Maria Oakley

Selectman Landau motioned to appoint Maria Oakley for a three-year term to the Spring Hill Farm Advisory Committee expiring May 31st, 2022. Selectman Hagan seconded the motion, with all in favor, the motion passed unanimously.

Beth Sautter

Emily Kunelius introduced Beth Sautter who is coming on as the 12th member and brings an equine interest to the Committee. Ms. Sautter indicated that she is newly retired and lives across from the Lane Road field and wants to have a trail ride in September, maybe with raffles and donations.

Selectman Landau motioned to appoint Beth Sautter to the Spring Hill Farm Advisory Committee for a term to expire May 31st, 2020. Selectman D’Angelo seconded the motion, with all in favor, the motion passed unanimously.

Ms. Kunelius indicated there will be a Foodscaping class coming up and the Committee is interested in participating in the Town Fair Parade.

Selectman Landau noted it would be good to get someone interested in the high tunnel. Selectman Myette agreed noting it has not been fully utilized for five years.

3.2 Finalize Warrant for Budget Committee Review including Bond Choices

Article R – Road Bond

The Selectmen reviewed different options for the bond choices. Selectman Landau recommended in favor of Option 1 which is \$3,000,000 over seven years. There are 21 roads on the CIP list for necessary repairs with an estimate of approximately \$7,000,000. Selectman Landau would like the public to see results. Town Administrator Doda noted that the tax impact is interest only the first year, \$~\$38k with a tax impact of 5 cents per thousand with the subsequent 7 years’ payments being under \$500k with estimated tax impacts ranging from between 60 and 70 cents per thousand. These funds should be able to complete 9-10 roads. The interest is considerably lower with this option.

Selectman Landau noted the Quint is the last thing to be paid off. Town Administrator Doda noted there is \$52,000 in next year’s budget for that, due in August. Selectman Landau noted \$52,000 should be about ten cents. Attention should be paid to what’s going on at the School.

Selectman D’Angelo expressed concerns should a new Road Agent be elected and would prefer to see this kind of investment be controlled by a Public Works Director instead. Selectman Landau noted if it could be done in one year great, if not don’t vote for next year. Selectman Owens agreed with deferred road maintenance it will never catch up with the CIP.

Town Administrator Doda indicated that Town Counsel had advised that going out to bid was not necessary unless receiving federal funds.

Selectman D’Angelo noted the CIP is getting one million per year as well and recommended making sure the Selectmen have complete control over spending of that money. Selectman Owens recommended making sure it comes through us for checks and balances.

Selectman Landau noted that a bond requires a two-thirds vote; if 300 people attend Town Meeting, at least 200 need to agree to this. Town Administrator Doda will see if a line can be added to authorize the BOS as agents to expend.

Selectman Hagan motioned to accept Option #1 to go to Budget Committee with Bond request for three million dollars (\$3,000,000) over seven (7) years. Selectman D’Angelo seconded the motion, with all in favor, the motion passed unanimously.

The Warrant must be posted on February 24th. A petitioned Warrant Article to change the Town from Traditional to SB-2 is rumored to be in the works.

Selectman Landau asked how much was in the Master Plan Capital Reserve Fund. Selectman Landau asked about the steeple repair at the Church. They are applying for an L-Chip grant which is a matching grant. The clock belongs to the Town.

Article L establishes a PACT Revolving Fund. Article N would be necessary if Article L fails by allowing PACT to continue operating, requesting \$36,925. Article O was tabled last year and allows trees to be taken down which is less expensive than waiting for them to fall.

Selectman Myette asked the tax impact for accepting the Pay Grade Matrix in Article T. The Board discussed the advantages to the Town for establishing the employee pay matrix in retaining employees.

Selectman D’Angelo asked if the two new firefighters would be put in a Warrant Article. The hours of coverage are being increased. Chief Bolduc noted the Department is having difficulty finding response with volunteer fire fighters so its important to have coverage seven days per week, 12 hours per day. It is tough to get coverage in the middle of the night. Two people is enough with EMS. An aging population needs that service. Fires take a lot more than that, need a minimum of 5 certified firefighters at a call. Calls are 50/50 with fire and medical service.

Selectman D’Angelo noted this was why the Town went with a full-time police force years ago and the same may need to be done for the Fire Department. Selectman Myette questioned whether it would be better to put this in the budget. Selectman Landau indicated the decision to go to a full-time police force was because there was a home invasion with no responders for 45 minutes.

Selectman Hagan asked how Lieutenant Newnan’s position was being filled and Chief Bolduc noted there is a sign-up sheet for coverage. Newer full-time members can’t really pick up his shifts but Chief Bolduc will be around. Auburn can get apparatus as well and Chester also helps them. Chief Bolduc will be reaching out to Sandown for same thing.

Town Administrator Doda clarified it was the Selectmen’s intention to delete the Warrant Article for two new fulltime firefighters and return it to the budget, and Chairman Owens indicated yes.

3.3 Review Board of Selectmen Rules of Procedure - Tabled

IV. Roundtable

Selectman Landau:

- noted one employee, George Noyes, retired and Scott Newnan went to the Derry Fire Department. Lieutenant Newnan wants to retain participation as a call member, but cannot do so until his six months’ probation at Derry is complete. Mr. Noyes’ position will not be replaced.

Selectman D’Angelo:

- Nothing to report.

Selectman Hagan:

- Nothing to report.

Vice-Chairman Myette:

- Nothing to report.

Chairman Owens:

- asked about the Selectmen’s responsibilities for the Presidential Primary; Town Administrator Doda will send out the sign-up sheet and solicit pro-tems to fill the holes.
- reviewed the upcoming meeting schedule:

Monday, January 20, 2020 is the Budget Committee and Spring Hill Farm Advisory Committee
Tuesday, January 21, 2020 is the Zoning Board of Adjustment
Wednesday, January 22, 2020 is the Planning Board
Thursday, January 23, 2020 is the next Board of Selectmen’s meeting

V. Non-Public Sessions under 91-A:3(c)

By Roll Call Vote Selectman Landau motioned to go into non-public session under 91-A:3 II (a) Public Employees, (c) Reputation, and (j) Confidential Financial Information. Selectman D’Angelo seconded the motion. A vote was taken: Landau – yes, D’Angelo – yes, Hagan – yes, Myette – yes and Owens – yes. Motion carried.

The meeting room was closed to the public at 8:57 PM.

The meeting room was reopened to the public at 9:44 PM.

Selectman Landau moved that the Board come out of non-public session; Chairman Owens seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman Landau motioned to seal the minutes of the first non-public session, on Public Employees, for a period of sixty (60) days. Chairman Owens seconded the motion, with all in favor, the motion passed unanimously.

Selectman Landau motioned to seal the minutes of the second non-public session, on Reputation, for a period of sixty (60) days. Chairman Owens seconded the motion, with all in favor, the motion passed unanimously.

Selectman Landau motioned to seal the minutes of the third non-public session, on Confidential Financial Information, for a period of sixty (60) days. Chairman Owens seconded the motion, with all in favor, the motion passed unanimously.

VI. Adjournment

Selectman Landau motioned to adjourn the meeting at 9:46PM. Selectman D’Angelo seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,

Daniel Hoijer,
Recording Secretary