

**Town of Chester
Board of Selectmen’s Meeting
Thursday, March 19, 2020
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)
Approval of Minutes
Items for Signature
Update on Building Closures
Donation Acceptance
Discontinuance of Carkin Street
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Vice-Chair Myette called the meeting of the Chester Board of Selectmen to order at 7:00 PM. Under the emergency provisions of RSA 91A, this meeting is being conducted electronically, via a conference call open to all members of the public as well as broadcast on Channel 20 and streamed on <http://vod.chesterctv.com>.

1.2 Roll Call

Selectmen Present:

Stephen Landau (remotely)
Steve D’Angelo
Jeremy Owens (remotely)
Chuck Myette
Joseph Hagan (remotely)

Present: Town Administrator Deb Doda

Members of the Public Present, at various times:

Phil Gladu (remotely)
Penny Williams, Tri-Town (remotely)
and other persons unknown to the minute taker

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1.3 Pledge of Allegiance

Vice-Chair 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 7:10 PM. Vice-Chair Myette noted as this is uncharted territory he asked for patience and understanding from the public.

II. Old Business

2.1 Approval of Minutes

An approval sheet for the previous meeting’s minutes was sent electronically this afternoon.

2.2 Items for Signature

All members reviewed and signed the items in the signature folder submitted electronically earlier this afternoon. Selectman Landau noted there are still checks and balances to doing it this way, with invoices first being reviewed and signed off by Department Heads, the Finance Director, and the Town Administrator (for invoices of \$5,000 or under), before the Selectmen, and finally by the Treasurer

III. New Business

3.1 Update on Building Closures

Town Administrator Doda indicated maintenance is working on sanitizing the buildings and Town offices which includes use of a fogger. If a building is locked it may be for that reason. Town buildings are closed to the public through the 3rd of April, following the Governor’s orders to the Schools, and this will be re-evaluated at the April 2nd Board of Selectmen’s meeting.

Police and Fire are cleaning and sanitizing their own buildings.

Vice-Chair Myette indicated the Community Center, Stevens Hall, Multi-Purpose Room, Police and Fire Departments are also closed to the public; however, Town employees are working and available by phone and email. There is a skeleton crew of employees who cannot work from home remotely. As the State DMV has closed to walk-in traffic, the Town Clerk’s office will be

91 processing documents electronically as well as those dropped in the drop box, located out front,
92 two days per week. All temporary plates have been extended by the State until the end of April.

93

94 *3.2 Donation Acceptance*

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96 Vice-Chair Myette noted an unnamed resident wished to make a donation of \$1,500 to the
97 Police, Fire, and Town Departments which was very much appreciated. Vice-Chair Myette
98 noted some cleaning supplies and equipment have been difficult to procure, including personal
99 protective equipment (PPE) for the Police & Fire Departments, and appreciates any donations
100 anyone would like to make.

101

102 **Selectman D’Angelo motioned to accept the \$1,500 donation. Selectman Landau**
103 **seconded the motion. A roll call vote was taken D’Angelo – aye, Landau – aye, Hagan –**
104 **aye, Owens – aye, Myette – aye. Motion carried.**

105

106 *3.3 Discontinuance of Carkin Street*

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108 Vice-Chair Myette indicated the Board of Selectmen received a Petition for Discontinuance for
109 Carkin Street, which has been described as a “paper street”, from the law firm of Hamblett &
110 Kerrigan. A public hearing will need to be held in a few weeks; however, the Board is unable to
111 set a date at this time. Selectman Landau indicated while he is in favor of voting to continue this
112 he is not in favor of relinquishing something the Town may need at some point, after discussing
113 the matter with the Highway Department.

114

115 **Selectman D’Angelo motioned to continue the matter of the petition to a public hearing at**
116 **a date to be determined. Selectman Hagan seconded the motion. A roll call vote was**
117 **taken D’Angelo – to continue -aye, Hagan – to continue - aye, Owens – to continue - aye,**
118 **Myette – to continue - aye, Landau – to continue – aye. So moved.**

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120 **IV. Roundtable**

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122 Selectman D’Angelo indicated he would like to be notified of any future Emergency
123 Management meetings; he and Vice-Chair Myette were not aware of the Emergency
124 Management Meetings that took place on Sunday and Monday. Selectman D’Angelo was
125 assigned as liaison to this Department and took the classes in Concord. Selectman Myette
126 asked if there were usually more than ten persons in attendance and Town Administrator Doda
127 noted there were six present at the last meeting.

128

129 Vice-Chair Myette indicated the Board of Selectmen would like to be notified of any department
130 decisions or meetings excepting the Police & Fire Department and all such decisions should
131 come through the Town Administrator to the Board of Selectmen.

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133 Vice-Chair Myette indicated the COVID-19 virus is highly contagious, lasting on surfaces for up
134 to three days. The Transfer Station is not going to accept any recyclable materials right now. A
135 policy is being worked on and will be posted on the webpage until the Board of Selectmen meet
136 on April 2nd to re-evaluate. The Swap Shop will be closed. Brush and waste oil will be accepted

137 this weekend. Vice-Chair Myette urged the public to wash the recyclables thoroughly and store
138 them in containers if possible until they can be taken. The vendors and Waste Management
139 should be contacted to make sure they are able to remove the solid waste.

140
141 If anyone is experiencing a hardship, please let the Selectmen know.

142
143 Town Administrator Doda advised that Chief Bolduc has organized volunteers to help with
144 things such as picking up and delivering groceries and prescriptions for those who are unable to
145 go out. Selectman D’Angelo indicated funds can be re-allocated into the Welfare lines if
146 necessary. Selectman D’Angelo would like Police & Fire to notify them if they are aware of any
147 families who are sick or quarantined at home who may need assistance and anyone who may
148 be living at home alone.

149
150 Selectman D’Angelo asked if the Fire Department was successful securing additional PPE gear
151 and Selectman Landau indicated he signed for the invoices today.

152
153 Chairman Owens noted the University system is planning for a longer than shorter duration and
154 things could be restricted for a few months. Commencements may have to be postponed.

155
156 Selectman D’Angelo agreed this could persist past the reschedule date for Town Meeting and
157 asked if the State provided any guidance for that. Town Meeting date may have to be changed
158 again depending on the curve of the virus spread. Selectman Landau indicated the State did
159 not provide any answers to that yet.

160
161 Selectman D’Angelo asked what the Board’s position would be on use of the Town recreational
162 fields and Wason Pond. Vice-Chair Myette recommended following the CDC’s guidelines for
163 groups of no more than ten people with social distancing. Most sports have been cancelled.
164 Town Administrator Doda will post this on the Town’s webpage.

165
166 Selectman Hagan urged residents to avoid clinics and emergency rooms unless necessary.
167 Right now they are overwhelmed and the focus of illness. Selectman Hagan reminded
168 everyone to wash hands and keep social distances. Selectman D’Angelo agreed and noted
169 four members of one family who were not elderly or otherwise at risk passed away from the
170 virus. People should reconsider having large family gatherings, dinners and social activities
171 which will be difficult with Easter approaching.

172
173 Selectman Myette noted Spring Hill Farm Advisory Committee is meeting electronically next
174 Monday. They received an application for the High Tunnel which he would like to get expedited
175 so the applicant can start growing. Chair Kunelius has the documents. The Board has not seen
176 the proposal yet.

177
178 Selectman Myette encouraged any other Board or Committee to likewise consider meeting
179 electronically through conference call and noted they can contact Town Administrator Doda for
180 assistance.

181
182 Vice-Chair Myette indicated he had one invoice from Sansoucy for the Public Service matter
183 and a resignation letter from Dana Theokas from the Planning Board. Ms. Theokas was

184 recently elected to the School Board and the Planning Board will be looking to fill her position as
185 an alternate.

186
187 Vice-Chair Myette indicated the following meetings and events are coming soon:
188

- 189 • Monday, March 23, 2020 – Spring Hill Farm Advisory Committee at 7 PM
- 190 • Thursday, March 26, 2020 – Board of Selectmen’s Meeting at 7 PM

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192 **V. Potential Non-Public Sessions**

193

194 None.

195

196 **VI. Adjournment**

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198 ***Selectman Landau moved to adjourn the meeting. Selectman D’Angelo seconded the***
199 ***motion. A roll call vote was taken D’Angelo – aye, Landau – aye, Owens – aye, Myette –***
200 ***aye. The vote 4-0-0, motion carried.***

201

202 The meeting was adjourned at 7:35 PM.

203

204 Respectfully submitted,

205

206

207

208 Nancy J. Hoijer
209 Recording Secretary