

**Town of Chester
Board of Selectmen’s Meeting
Thursday, June 18, 2020
Virtual Meeting
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
Emergency Management Update
Eagle Scout Project: Jack Helf
Conservation Commission
Town Meeting: Budget Committee
Roundtable
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Chair Owens called the meeting of the Chester Board of Selectmen to order at 7:05 PM.

Under the emergency provisions of RSA 91A, this meeting is being conducted electronically and will be recorded, via dial-in, (929) 436-2866, internet at <https://zoom.us/j/770832311> as well as broadcast on Channel 20 and streamed on <http://vod.chesterctv.com>

1.2 Roll Call

Selectmen Present (Remotely):

Stephen Landau
Jeremy Owens
Steve D’Angelo
Chuck Myette (@ 8:13 PM)

Selectmen Absent:

Joseph Hagan

Present: Town Administrator Deb Doda (Remotely)

Members of the Public Present (Remotely), at various times:

BOS Admin. Asst. Janis Jalbert
Recreation Director Corinna Reishus
EMD Phil Gladu
Town Clerk/Tax Collector Elizabeth Lufkin
Jack Cannon
Jack Helf
Sky Eno
Dianna Charron
Rhonda Lamphere
Chris Hadik
Victor Chouinard
Andrew Hadik
Mike Weider
Kathy Guilmette
Ephraim Dobbins
Jay Rowden
Seth Theokas
Eric Emerson
Ken Biel
Joe Rollins
Joe Parsons
Norma Paltinavich
Matt Watson
Elizabeth Casey
Penny Williams
Chester CTV

and other persons unknown to the minute taker.

1.3 Pledge of Allegiance

Chair Owens led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions or Deletions

Chair Owens added the Wason Pond Conservation & Recreation Commission.

1.5 Public Comment

Chair Owens opened the meeting to public comment at 7:05 PM.

Seth Theokas asked why the ZBA hasn’t met and whether there was a backup plan?
Selectman D’Angelo indicated the ZBA is an independent Board and the BOS can’t enforce

their meeting schedule. Town Administrator Doda indicated the ZBA had quite a number of hearings on their agenda for their July 21st meeting. Mr. Theokas indicated it was unacceptable.

Sky Eno requested LGBTQ Pride Flags be displayed at the intersection for a month. Chair Owens asked if that was based on the recent ruling? Ms. Eno would like to know the steps to take to make that happen and will send an email. TA Doda expressed concerns visibility would not be impeded at the intersection.

Jack Helf indicated he was prepared to present his Eagle Scout project.

II. Old Business

2.1 Approval of Minutes

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

2.2 Items for Signature

All members reviewed and signed the items in the signature folder submitted electronically.

III. New Business

3.1 Emergency Management Update

Mr. Gladu and Town Clerk Lufkin have drafted a proposal to open Town Facilities and Offices; Town Administrator Doda has prepared a health screening questionnaire and acknowledgement form to go along with it.

Selectman D’Angelo asked about taking temperatures and having a policy for sick people to stay home and whether the questionnaire could be shortened. Mrs. Reishus noted she has a form Primex sent for the summer employees and plans to take their temperatures. Mrs. Lufkin indicated the Town doesn’t have the capacity to take everyone’s temperatures and people need to be honest. The doors are being shipped for the front hall renovations.

Selectman D’Angelo would like to get the meeting room reopened so the 300th Anniversary Committee doesn’t have to meet somewhere else this Tuesday and so the ZBA can meet. Selectman D’Angelo asked Mr. Gladu and Maintenance Supervisor Cavanaugh assess the maximum capacity of the meeting room and recommend any other distancing procedures. Mr. Gladu indicated 50% occupancy and 6’ apart, maybe 15 people in the main meeting room but he will check tomorrow. Chair Owens recommended having Maintenance remove chairs so there is no more than allowed capacity, having Board members sit three to a table on either end and one in the middle. Selectman D’Angelo recommended bringing in an additional conference table and perhaps a podium.

Ms. Lufkin indicated Maintenance is installing a temporary plastic barrier on stanchions until the doors arrive so that the Town Clerk/Tax Collector’s office can open as Phase 1. Mrs. Lufkin

indicated if business being conducted by the public could be done online or through the mail, she would encourage that to keep the office open for more complicated procedures such as registration of a new vehicle. She would ask that people wear a mask and if they cannot, stay home and a way to provide the service to them will be figured out. Mr. Gladu agreed that if the public required face to face assistance from Mrs. Lufkin and Mrs. Cannon they would either have to wear a mask or find an alternate way to do their business.

Selectman D’Angelo motioned to allow a tentative opening of the Town buildings at the end of the month with the caveat that users of the meeting rooms coordinate with Town Administrator Doda and Maintenance Supervisor Cavanaugh to have the room sanitized after.

Selectman Landau indicated the BOS office would remain closed until the doors are replaced.

Mr. Cannon indicated it sounds like the BOS needs to adopt a policy to have the public wear masks in the building. He is concerned about his wife who is an employee with health risks and whether she would have the right to refuse service to someone not following guidelines. Some of the public have expressed it’s a political statement to refuse and he is wondering how the BOS recommend employees handle that situation? Mr. Gladu and Mrs. Lufkin indicated if the public refuses they can use the exterior window or transact business the way it is being done now, prior to Phase I. Mr. Gladu indicated he was confident the majority will follow rules and if the reopening under Phase I does not go well, it can revert back to the way things are done now. Mrs. Lufkin indicated no one will be refused service, it may just take a little longer. Mrs. Lufkin indicated she will be meeting tomorrow and needs to get the signs and plastic up, so Tuesday would work.

Selectman D’Angelo amended his motion to add that Phase I will be allowing Mrs. Lufkin to get the Town Clerk/Tax Collector’s office open to the public as outlined by Mrs. Lufkin as of Monday, June 22nd, 2020. Selectman Landau added if someone comes in there will be a notice posted at the front door that a mask is required and if for some reason they are unable to wear one, business will be conducted through the window. Selectman Landau seconded the motion. A roll call vote was taken. D’Angelo – aye, Landau – aye, and Owens – aye. The motion passed unanimously.

Selectman D’Angelo motioned to keep other Town offices and buildings closed through July 2, 2020 at which time the status will be readdressed. Selectman Landau seconded the motion. A roll call vote was taken, D’Angelo – aye, Landau – aye and Owens – aye. The motion passed unanimously.

Selectman D’Angelo motioned to allow the Meeting Rooms to be open to use by the Boards, Commissions and Committees at Town Hall after 6 PM Monday through Friday as of Tuesday, June 23, 2020 taking all precautions. Selectman D’Angelo added and making sure attendance is limited and people are not sitting side by side. Chair Owens seconded the motion. A roll call vote was taken – Selectman Landau – abstained noting he will not vote affirmatively until the doors have been installed. Selectman D’Angelo – aye and Chair Owens – aye. Motion passed 2-0-1.

185 *3.2 Wason Pond Conservation & Recreation Commission*
186

187 Chris Hadik reported the Commission met last night and reviewed the new guidelines. Mr.
188 Hadik reported the Commission will leave the buildings to the discretion of the Selectmen and
189 the Community Center will remain a quarantine site. Selectman Landau indicated water is being
190 tested under new guidelines for the CC and the fountain.
191

192 Mr. Hadik indicated the state has conflicting guidance concerning playground reopening.
193 Municipalities are allowed to reopen them provided they are sanitized regularly which the
194 Commission does not have the resources to do. The Commission voted to leave the
195 playground, adjacent parking lot and water fountain closed.
196

197 Mr. Hadik noted the state has allowed for reopening of fields for individual use and sports usage
198 which is directed by Mrs. Reishus. Other rules remain with no groups in excess of ten people.
199 Mrs. Reishus noted she revised forms for organized sports which will be reviewed by the TA
200 and Town Counsel for approval. There is one minor league and one major at the Town Field.
201 Chester Academy is refurbishing their softball field so softball will be allowed to practice at
202 Wason in the evenings, limited to one team. A soccer group would like to come in in August but
203 permission has not yet been granted for that. Mrs. Reishus indicated groups should have
204 someone there to monitor social distancing and the parents will wear masks. If rules are not
205 followed. they will not be allowed to play. There are no weekend organized sports unless
206 something had to be rescheduled. Matthew Watson indicated he is committed to having a
207 safety officer and meeting the guidelines above and beyond.
208

209 Mr. Hadik advised the Beach will be reopened with an occupancy limited of 50 people and a
210 sign will be posted to that effect. If guidelines are not followed the beach will close. Mrs.
211 Reishus indicated the pond water was checked recently and came back fine. Selectman
212 D’Angelo asked about Ranger Wright’s hours and whether he will be getting more help and Mrs.
213 Reishus indicated the PD is working with one additional summer staff member now.
214

215 Mr. Hadik indicated more parking will be opened even though the ballfield parking has not
216 reached capacity. The portion by the Community Center will be reopened to allow handicapped
217 access and Ash Street to be open. Traffic would flow one direction and exit by the Community
218 Center.
219

220 Mrs. Reishus added there will be more signs and pets are not allowed. If the beach is at
221 capacity additional visitors will have to wait until someone leaves. This will be effective
222 sometime tomorrow afternoon. The Commission will meet again July 7, 2020.
223

224 Mr. Gladu asked if the tent would be there and Mrs. Reishus indicated there is no summer
225 program and thus, no tent. There will be no portables and a carry in/out policy is already in the
226 rules.
227

228 ***Selectman D’Angelo motioned to open Wason Pond as outlined by the Wason Pond***
229 ***Conservation & Recreation Commission.***
230

Selectman Landau indicated there was a vote at Town Meeting to create WPC&RC and the residents voted to allow that group to manage the property; the Selectmen don’t need to micromanage.

Selectman Landau recommended taking down the no parking signs on 102.

Selectman D’Angelo motioned to remove the no parking signs and rescind the no parking fines on 102. Vice-Chair Myette seconded the motion. A roll call vote was taken Landau – aye, Myette – aye, D’Angelo – aye and Owens – aye. The motion passed unanimously.

Selectman D’Angelo motioned to open the Town Fields per the recommendations put forth by Recreation Director Reishus. Vice-Chair Myette seconded the motion. A roll call vote was taken Landau – aye, Myette – aye, D’Angelo – aye and Owens – aye. The motion passed unanimously.

Selectman D’Angelo motioned to allow organized softball as scheduled and managed by Coordinator Reishus to utilize the Wason Pond fields. Vice-Chair Myette seconded the motion. A roll call vote was taken D’Angelo – aye, Myette – aye, Landau – aye and Owens – aye. With all in favor, the motion passed unanimously.

3.3 Eagle Scout Project: Jack Helf

Mr. Helf presented an audio/visual presentation of his proposed Eagle Scout Project at 84 Chester Street. Mr. Helf provided pictures of the outdoor open space courtyard at Town Hall which he intends to refurbish for use by the Town Employees and public. The Scouts have used the area for their cooking activities and also for Recreation use. Mr. Helf indicated the project will be of benefit to the community giving employees a place to rest during their breaks and better seating capacity. The area could be used for flag ceremonies.

Mr. Helf noted he will be using an unused flagpole in the project. 1’x1’ brick slabs will intersect in the courtyard and two additional benches will be added and some emerald green vegetation. The ground will be leveled. Mr. Helf indicated the proposed cost of the bricks is \$446 and an additional \$200 for landscape bushes, \$430 for benches and \$12 for 240 lbs. of mortar, totaling \$1,088.12. There will be a fundraiser with Pampered Chef and a carwash at the BP in Derry. Home Depot and Lowes may offer discounts so the project may cost less.

Vice-Chair Myette noted the area has been overlooked for many years and he likes the design.

Mr. Helf indicated the Eagle Board would have to approve of the project and as an alternative the pound area could be cleaned up.

Vice-Chair Myette motioned to allow Jack Helf to move forward with the Eagle Scout project as described at 84 Chester Street. Selectman D’Angelo seconded the motion. A roll call vote was taken, Selectman Landau abstained as he is connected to the Troop. Selectmen Myette, D’Angelo and Chair Owens voted in favor, the motion passed 3-0-1.

3.4 *Conservation Commission*

Victor Chouinard provided a letter and package relative to the request to release funds to purchase property owned by the Goldsmith Family Trust, Map 4, Lots 2-0, 2-2, 2-3 and 2-4. Mr. Chouinard indicated the purchase requires acceptance by the Board of Selectmen and the release of funds from the Conservation Fund to pay for it.

Mr. Chouinard indicated the parcels total 48 acres intersecting on Warfield, Parsonage, and a small slice on Chester Street. The Commission met to consider the purchase by public hearing on May 16, 2020. There were no public comments. The Commission voted unanimously subject to the approval of the BOS. The parcels are not developed. The purchase price is \$105,000 minus all unpaid taxes owed by the Goldsmiths to the Town of Chester.

Selectman D’Angelo expressed concerns the Conservation property owned by the Town is not being marketed to the public and would like to see these green spaces being used especially during the pandemic. Selectman D’Angelo encouraged the Commission to find a way to promote these other areas the public doesn’t know about that are right in their backyards.

Chair Owens asked about the Commission’s trail mapping efforts and Mr. Chouinard indicated the Commission has been promoting the properties at the Town Fair, the Small Business Fair and at their presentations.

Selectman D’Angelo asked if there were any use limitations on these parcels and Mr. Chouinard indicated they are all open trespass. Some have recreation and hunting and managed logging following Fish & Game guidelines. There are no buildings, cell towers, the properties are encouraged to be left in their natural state. Vice-Chair Myette noted access points are marked with tags. Selectman D’Angelo reminded there are no ORVs, ATVs, dirt bikes or motorized vehicles. Mr. Chouinard agreed those are prohibited uses on all Conservation easements.

Selectman Landau indicated he met with a concerned citizen prior to the meeting and reviewed mistakes in the draft minutes. There is 33’ of frontage on Parcel 4-2-0 on Chester Street, parcel #4-2-3 was absolutely logged. Selectman Landau asked if an appraisal or survey or plot plan has been done yet and Mr. Chouinard indicated there was no survey yet but he was aware of a two acre discrepancy on one. Mr. Chouinard indicated the formula used was a multiple of the tax card valuation.

Selectman Landau asked if the Commission had enough funds available and Mr. Chouinard indicated there was, the CD currently has a balance five-times the purchase price.

The hearing was closed to the public at 8:45 PM.

Vice-Chair Myette motioned to approve the release of Conservation Funds for the acquisition of the Goldsmith properties. Selectman D’Angelo seconded the motion. A vote was taken, Selectman Landau abstained. With Vice-Chair Myette, Chair Owens and Selectman D’Angelo in favor, the motion passed 3-0-1.

3.5 *Town Meeting: Budget Committee*

Selectman D’Angelo reviewed the Articles that would be requested to table tomorrow. The Road Agent is expected to table his (3) Warrant Articles. Town Administrator Doda indicated the winter maintenance fund was not needed this year. The Fire Department is expected to table their Warrant Article for the two firefighters. Mrs. Lufkin added the Warrant Article for the Transportation Improvement fund will be tabled. Town Administrator Doda indicated PACT had notified her they will table their two Warrant Articles (to establish the revolving fund and rescind the SPR fund).

Town Administrator Doda advised if the RSA indicates “shall” the WA can’t be tabled at Town Meeting. Mrs. Lamphere asked if that included the Article beginning with “Shall” like “Shall appropriate” and Mrs. Doda indicated no, in the RSA not the Article.

Mrs. Lamphere recommended tabling the Great Hill Cemetery, PACT and Orthorectifying Maps. Vice-Chair Myette indicated he was uncomfortable picking and choosing to speed up a meeting. If the Article submitter comes to us it is not an issue. Vice-Chair Myette indicated the Moderator recommends bringing something written.

Mrs. Lufkin indicated some of the issues the Town has followed up with NHMA on and not gotten an answer may be addressed at tomorrow’s 3:00 conference.

Mrs. Lamphere asked what articles the Budget Committee would speak to? Selectman Landau discussed the Warrant Article for Stevens Hall renovations and would be happy to speak to that. Mrs. Lamphere reminded the 300th Anniversary is approaching, and the work needs to get done. Selectman Landau expressed concerns that the leak be addressed. Selectman D’Angelo indicated the Town has money it can encumber to address the leak before it does more damage.

Town Administrator Doda advised the Budget Committee parking spaces would be reserved for them up front, registration was at 8:15 and Town Meeting would begin at 9 AM.

Selectman Landau indicated he gives TA Doda and Mr. Scott a tremendous amount of credit for putting Town Meeting together.

IV. Selectmen’s Business

4.1 Roundtable

Selectman Landau indicated he had one non-public concerning employment. The four golf carts are coming tomorrow, and the Town is keeping two. Selectman D’Angelo indicated the drivers need to be capable and experienced and use extreme caution not to scratch any vehicles.

Chair Owens indicated Spring Hill Farm Advisory Committee is working with BK Electric to bring the electric conduit up to code. Not sure who is digging the trench, but the interior wire will be replaced with exterior wire buried 18” in a conduit. Selectman D’Angelo would like to have a cost estimate before proceeding and indicated this could wait a week.

Town Administrator Doda indicated she received a response from legal concerning the question raised at the last meeting about whether the Town was compelled to allow the tax deeded property to be repurchased and they confirmed. Selectman D’Angelo indicated Mrs. Lufkin and Mrs. Packard are working on the costs. Selectman D’Angelo indicated he would like to have those numbers available before voting and would push this off until next week.

4.2 Potential Non-Public Sessions

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II)(a) Public Employees. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, Landau – aye, D’Angelo – aye, Owens – aye. With all in favor, the motion passed unanimously.

The meeting was closed to the public at 9:00 PM.

Selectman Landau motioned to come out of non-public session. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, Hagan – aye, Landau – aye, D’Angelo – aye, Owens – aye. With all in favor, the motion passed unanimously.

The meeting room was reopened to the public at 9:21 PM.

Chairman Owens motioned to seal the minutes of the non-public session on Public Employees for an indefinite period of time. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, Landau – aye, D’Angelo – aye, Owens – aye. With all in favor, the motion passed unanimously.

V. Adjournment

Selectman Landau moved to adjourn the meeting. Vice-Chairman Myette seconded the motion. A roll call vote was taken Myette – aye, Landau – aye, D’Angelo – aye, Owens – aye. With all in favor the motion passed unanimously.

The meeting was adjourned at 9:22 PM.

Respectfully submitted,

Nancy Hoijer, Recording Secretary