

**Town of Chester
Board of Selectmen’s Meeting
Thursday, June 25, 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
Lions’ Club Food Drive
Pest Management
Carkin Street Discontinuance
Highway Department Encumbrance Request Explanation
Encumbrances
Spring Hill Farm
Tax Deeded Property
Use of Town Owned Fields
Police Department Uniform Cleaning
Boy Scout Tent
Town Meeting Wrap
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 7:00 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
Chuck Myette
Jeremy Owens
Steve D’Angelo

Present: Town Administrator Deb Doda (Remotely)

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

Road Agent Michael Oleson
Transfer Station Foreman Jack Cannon
BOS Admin. Asst. Janis Jalbert
Recreation Director Corinna Reishus
EMD Phil Gladu
Town Clerk/Tax Collector Elizabeth Lufkin
Sheryl Baker
Eric Emerson
Karla Biel
Parker Elmore
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

None

1.5 Public Comment

Chair Owens opened the meeting to public comment at 7:00 PM.

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 Lions’ Club Food Drive

Sheryl Baker appeared on behalf of the Lions’ Club to promote its Food Drive on Saturday at the Transfer Station from 8 AM to 2 PM.

Ms. Baker indicated the Lions’ Club met with Mr. Cannon, the new Transfer Station Foreman to select a location to set up which will be on the exit turn as visitors are going out.

Selectman Myette asked if there was anything else they were looking for and Mrs. Baker indicated in addition to donations of non-perishable items, monetary donations could be sent to the Chester Lions’ Club. There is also a box set up at the Chester General Store.

Town Administrator Doda will make sure the event is on the Town sign and the webpage. Ms. Baker indicated the Food Drive is on Facebook and also on Page 8 of today’s Tri-Town.

3.2 Pest Management

Transfer Station Foreman Jack Cannon indicated he would like to encumber funds to hire General Environmental Services to control the rodent population at the Transfer Station as it doesn’t appear to have been addressed for a couple of years.

Mr. Cannon indicated the company will first come with equipment and gas the burrows with CO and place new bait stations. The initial fee is \$800 with a follow up inspection monthly and twice a year treatments at six-month intervals, so \$3,140. Maintenance Supervisor Cavanaugh discussed with the company having something done at the buildings at Wason Pond. The fee for that would be \$1,098/yr. The total to be encumbered would be \$4,238 to service both locations next year.

Town Administrator Doda indicated the rodent control funds for the Transfer Station and Wason Pond had not been addressed in the upcoming year’s budget.

Selectman D’Angelo expressed concerns with the rodents leaving and going somewhere else and whether this would cause an issue to any of the surrounding homeowners? Mr. Cannon indicated the rodents are at the Transfer Station because they are looking for a food source. With solid waste, rodents are inherent, you need to control the population, which keeps them from spreading.

3.3 Carkin Street Discontinuance

Town Administrator Doda indicated there has been a request for a discontinuance by a homeowner’s attorney. The road was designed as a cul-de-sac but never built that way. It became a paper street. This would have to be done at Town Meeting, however in the meantime the dedication can be reversed by public hearing.

Selectman Myette asked who would own if it were released? Road Agent Oleson indicated Carkin Street would be eliminated and would become part of Donna Street. Selectman Myette asked to have the Planning Department weigh in. Town Administrator Doda will ask Mr. Hadik to discuss this with the Planning Board.

Selectman D’Angelo asked the number of homes on Carkin Street and Road Agent Oleson noted there were 15-20. Selectman D’Angelo recommended sending a letter with the proposal to the homeowners. This could be done after the Planning Board has responded. Mr. Gladu noted if Carkin becomes part of Donna Street then all the houses on Donna Street may have to be renumbered and that could present a big issue for the homeowners.

Selectman Landau asked who petitioned on Carkin Drive and Town Administrator Doda indicated the homeowners were Russell Quintal and Francis Bechtold.

3.4 Highway Department Encumbrance Request Explanation

Road Agent Oleson made a request to encumber unspent funds for the fiscal year to do road work. Road Agent Oleson indicated in addition to North Pond he would like to work on Rand Drive, a portion of Parker and perhaps Harantis and portions of Fremont.

Selectman D’Angelo would like to get the estimated balance from Joanne Smith in Finance before Monday’s meeting, so they have more information.

Road Agent Oleson advised the first construction meeting will be Wednesday for North Pond Road with the Town Engineer, consultants, and himself. Trees will be the focus on Wednesday. Bolduc Tree Service will be doing the tree work. Letters will go out to all in the construction zone. The road will be closed to through traffic. Andy is coming back to help with flagging. The road will be blocked with Jersey barriers and chains which can be removed for the Fire Department in an emergency. This is for the portion of North Pond Road to the second Orcutt. In addition to new culverts the road will be raised 18-19.” Work is being done with DES for permitting and homeowners to connect their driveways to the new road height. Drainage will be directed back toward the pond. The school will be notified by Road Agent Oleson in case they need to reroute the bus route.

3.5 Encumbrances

Town Administrator Doda provided the Board with a list of encumbrances put in order by priority with a history and comment section. The quote for the shelf in the Finance office hasn’t been received yet and may be available Monday.

Town Administrator Doda indicated the encumbrances were ranked by priority. First were health and safety and then wants and needs. For example, Warrant Articles, Handicapped Ramp, Garage Openers for the Fire Department, Pest Treatment at the Transfer Station (as rodents carry disease that is public health and safety).

Currently, without the roads, and the shelf quote there is \$107,487. The Fire Department PPE and CIP items still need to be taken care of.

The Board decided to wait to make the decision at Monday night’s meeting.

3.6 Spring Hill Farm

Selectman Myette explained that when working in the workshop on equipment the electric went out after a circuit blew. With replacement of the box, electric and labor to dig the conduit Maintenance Supervisor Cavanaugh estimates \$2,000.

Selectman Landau indicated the tractor with small backhoe can dig the conduit. Town Administrator Doda indicated ~\$400 was for labor and the purchase of conduit. The electrical would be ~\$1,600 including wiring the new box in the barn.

Selectman D’Angelo motioned to do the project as presented. Selectman Landau seconded the motion. A roll call vote was taken Owens – aye, Myette – aye, D’Angelo – aye and Landau – aye. With all in favor, the motion passed unanimously.

3.7 Tax Deeded Property

Tax Collector Elizabeth Lufkin indicated she has been working with the Town’s Attorney and the Town Assessor to get the figures together for the cost of the requested redemption of a tax deeded property. The property is about 20-22 acres assessed at \$107,000. Mrs. Lufkin indicated the redemption is subject to the payment of all back taxes, accrued interest and costs and because there is no structure 10% of EAV or Equalized Assessed Value which has a formula to calculate the 10% penalty of \$11,416. The ballpark figure at this time, with a few more costs to be determined yet, is \$13,045.

Selectman D’Angelo indicated he would rather sign a hard copy on this transaction rather than do it electronically. The Town has no recourse not to let the property be redeemed as long as the redemption is within the timeframe allowed by the RSA.

3.8 Use of Town Owned Fields

Chair Owens followed up with Recreation Director Reishus on the personal and organized recreation use at the Town Fields. Mrs. Reishus indicated soccer may be an addition and she has not received guidance for that yet.

3.9 Police Department Uniform Cleaning

Town Administrator Doda indicated the Board agreed to handle the dry cleaning for the Police Officers’ uniforms, which is now needing to be done more often due to COVID. The Chief would like a commitment that the Board is still in favor of continuing to do that. Selectman D’Angelo asked for the exact cost to be provided and recommended revisiting the commitment monthly.

3.10 Boy Scout Tent

Selectman Landau indicated with the Multi-Purpose Room and campgrounds closed the Boy Scouts would like permission to set up a 30’x30’ tent behind the building so they can meet there this summer. Meetings are typically 10-15 kids. This would keep Maintenance from having to do a thorough disinfection of the MPR after each meeting.

Selectman D’Angelo asked where they would meet when it gets colder and recommended whether something could be worked out so they are helping with cleaning the MPR after use. Selectman Landau indicated 75% of scouting is outing. Mrs. Reishus noted the insurance certificate would need to be tweaked and will reach out to get the form.

Mrs. Reishus indicated Maintenance’s summer staff has already cleaned up the outdoor area so it is ready for them now.

3.11 Town Meeting Wrap

Selectman Landau indicated he reviewed the history of Town Meeting over the last few years and there were five other years with lower turnout than this meeting. Selectman D’Angelo stated he watched what staff and volunteers went through and they did a tremendous job setting up and thanked Mrs. Lufkin, Mrs. Reishus and especially Town Administrator Doda for putting it together. Selectman Landau also offered thanks to all the others. Chair Owens agreed and extended his thanks to everyone. There was a decent attendance considering the heat. Selectman Landau noted it was better than last six out of 12 years. Selectman D’Angelo noted he was concerned there would be overflow and that didn’t happen and commended the participants who always show up. Selectman Landau added that if it was in the MPR there would not have been a way to social distance 160 people especially when they went up to cast ballots.

IV. Selectmen’s Business

4.1 Roundtable

Chair Owens indicated he had two non-publics under reputation.

Chair Owens noted the following meetings will be taking place:

Monday, June 29, 2020 Board of Selectmen’s Meeting at 7:00 PM
Tuesday, June 30, 2020 300th Anniversary Committee at 7 PM
Wednesday, July 1, 2020 Planning Board at 7 PM

Chair Owens and Vice-Chair Myette noted they would not be available on Thursday, July 2nd so the next Thursday meeting will be on July 9, 2020 at 7:00 PM instead.

4.2 Potential Non-Public Sessions

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II)(c) reputation. 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 8:24 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, Landau – aye, D’Angelo – aye, Owens – aye. With all in favor, the motion passed unanimously.

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

Selectman Landau motioned to seal the minutes of the first non-public session on reputation for an indefinite period. Chairman Owens 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.

Chairman Owens motioned to seal the minutes of the second non-public session on reputation for an indefinite period. 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.

Selectman Landau motioned to seal the minutes of the third non-public session on reputation for a period of one hundred (100) years. Chairman Owens 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. 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 adjourned at 9:01 PM.

Respectfully submitted,

Nancy Hoijer, Recording Secretary