

**Town of Chester
Board of Selectmen’s Meeting
Thursday, July 9, 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/Status of Closed Town Facilities
Civil Forfeiture
Release of Impact Fees: Mulberry Lane
Acceptance of Resignations
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
Joseph Hagan

Present: Town Administrator Deb Doda (Remotely)

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

Road Agent Michael Oleson

47 Transfer Station Foreman Jack Cannon
48 Recreation Director Corinna Reishus
49 EMD Phil Gladu
50 Town Clerk/Tax Collector Elizabeth Lufkin
51 Ken Biel
52 Joe Rollins
53 Norma Paltinavich
54 Lei Wong
55 Michael Willinsky
56 Nicole McElwan
57 Elizabeth Casey
58 Julie Callahan
59 Lei Wang
60 Hua Pan
61 Penny Williams
62 Chester CTV

63

64 and other persons unknown to the minute taker.

65

66 *1.3 Pledge of Allegiance*

67

68 Chair Owens led the attendees in the Pledge of Allegiance.

69

70 *1.4 Chairman’s Additions or Deletions*

71

72 *Carkin Street – Request for Discontinuance*

73 *Road Agent – Discussion of North Pond Road Project*

74 *Impact Fees – Fire Department/Building Maintenance*

75

76 *1.5 Public Comment*

77

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

79

80 **II. Old Business**

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82 *2.1 Approval of Minutes*

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

85

86 *2.2 Items for Signature*

87

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

89

90 **III. New Business**

91

92 *3.1 Emergency Management Update/Status of Closed Town Facilities*

93
94 EMD Gladu noted he was on the call yesterday and the State did not have a lot to say. There
95 are 24 hospitalizations State-wide. More people are getting tested.
96

97 Recreation Director Reishus summarized the email she provided to the Board concerning Town
98 facilities remaining to be reopened. Mrs. Reishus noted it was up to the Board of Selectmen,
99 but she would recommend ancillary buildings like Stevens Hall and the Community Center
100 remain closed through the month of July.
101

102 Mrs. Reishus noted she was also on the EOC call and the holding of communal events, such as
103 meals, with those at-risk groups were not recommended. The majority of users at Stevens Hall
104 fall into that category and the manpower to disinfect the facilities is an issue.
105

106 Mrs. Reishus spoke with Primex. Recommendations were not encouraged for small buildings
107 like the Community Center and Annex/Clothes Closet that did not have a lot of room, and
108 cannot provide social distance. Volunteers could get in and work but would recommend holding
109 off on the public until August or by appointment only. The Closet would follow retail guidelines.
110

111 Mrs. Reishus noted the athletic fields were different guidance. Soccer camp was proposed for
112 the end of August and there are new guidelines for how games are allowed to be played. Out of
113 Town visitors would need to follow guidelines which may have recommendations coming by the
114 league. Chester Academy PE is not back yet. Ivy League colleges have cancelled all fall
115 sports.
116

117 Selectman D’Angelo asked if the tent was set up by the Boy Scouts behind Town offices and
118 Mrs. Reishus indicated it is and the Building Inspector inspected it today. Selectman D’Angelo
119 asked if it would be big enough to accommodate the Seniors if they were to meet outdoors,
120 which is safer. Selectman Landau indicated he would be more than willing to coordinate with
121 the Scouts to set up a 30’x30’ tent for the Seniors to use. The workers at the Historical Society
122 should be allowed to go into Stevens Hall, as there are only 1-2 people. Mrs. Reishus noted
123 people bringing in the public is the issue. Selectman Landau noted the number of people could
124 be limited to 2-3 people. Other groups have made other considerations.
125

126 Chair Owens asked if everyone was in agreement and Selectman D’Angelo indicated he liked
127 what Mrs. Reishus wrote up and explained to us. Individual groups who are meeting need to
128 understand the requirements and follow them with the BOS having some approval on that. Mrs.
129 Reishus indicated there were new, revised use forms. Vice-Chair Myette asked about masks
130 and Selectman D’Angelo indicated he is in favor of them being mandatory. They are proven to
131 work.
132

133 *3.2 Civil Forfeiture* 134

135 Town Clerk Lufkin advised the Board there are approximately 150 unregistered dogs in Town at
136 this time. A rabies clinic was set up earlier with Animal Ark and ten owners attended. Mrs.
137 Lufkin asked the Board if Civil Forfeiture was something they were in favor of proceeding with?
138 Making sure dogs are vaccinated is a public health issue governed by the State RSA.
139

Selectman D’Angelo indicated if a dog, even on a leash, comes in contact with a rabid animal and then comes in contact with a family member it can be passed on. Selectman D’Angelo recommended sending a strong letter explaining the safety concerns. Vice-Chair Myette agreed.

Selectman Landau noted when the Assessor used to send out the Inventory/Census form the Town knew how many dogs people have and now that the form has been discontinued it is hard to tell how many dogs have passed away or how many owners have moved out of Town.

Selectman Hagan agreed it would be reasonable to verify that with a few phone calls, maybe being with 15 out of the 150. The rabies clinic put on with Animal Ark was at no cost to the Town and they only charged \$20 per vaccination. Selectman Hagan recommended offering the first ten for free which would cost the Town \$200. It was suggested that perhaps the elderly are afraid to go out. Mrs. Lufkin noted this year the registration could not be done on site at the rabies clinic as it was held in the Chester Academy parking lot and the computers and printers were at Town Hall.

Vice-Chair Myette noted it was not likely that an officer was going to be sent or that the dogs would be seized. Selectman D’Angelo noted the Courts being closed and backlogged may not be interested in these civil forfeiture cases for some time and recommended checking with Derry District Court.

Chair Owens asked Mrs. Lufkin what leeway the Town had with the State RSA. Mrs. Lufkin will find out.

Ken Biel recommended having another shot clinic and explained he did the shots but missed registration. Town Hall reopening took longer than expected so he paid the extra fee online and a late fee. Mr. Biel recommended waiving late fees and offered to pay for a few other people’s registration fees. Mrs. Lufkin will check with Animal Ark about doing another clinic.

3.3 Release of Impact Fees: Mulberry Lane

Chair Owens read the letter received from the Planning Board’s June 24, 2020 meeting regarding release of Offsite Fees in the amount of \$13,831 plus interest for the CIP repaving project which directs release by the Treasurer to control of the Board of Selectman to reimbursed the Road Agent’s expenses.

Selectman Landau motioned to release the \$13,831 plus interest from the Offsite Account as requested by the Road Agent in accordance with the Planning Board’s June 24, 2020 recommendation. Vice-Chair Myette seconded the motion. A roll call vote was taken Owens – aye, Myette – aye, Hagan – aye, Landau – aye, D’Angelo – abstained. Motion passed 4-0-1.

Selectman D’Angelo indicated the request should come before the Board before the expenditures are made. Selectman Landau indicated Road Agent Oleson had come before the Board prior to the work commencing, several weeks ago.

Chair Owens read the letter received from the Planning Board’s June 24, 2020 meeting regarding release of \$5,034 plus interest in impact fees for Mulberry Lane requested to reimburse the Road Agent’s expenses for the project.

Selectman Landau motioned to release the \$5,034 plus interest in impact fees as requested by the Road Agent in accordance with the Planning Board’s June 24, 2020 recommendation. Vice-Chair Myette seconded the motion. A roll call vote was taken, Owens – aye, Myette – aye, Hagan – aye, Landau – aye, D’Angelo – aye. With all in favor, the motion passed unanimously.

3.4 Acceptance of Resignations

Chair Owens indicated he received letters of resignation from the Recreation Commission members citing a variety of reasons. Recreation Director Reishus is recruiting new members with emphasis on the unique challenges to Recreation during COVID-19.

Chair Owens motioned to accept the resignations received from the members of the Recreation Commission. Vice-Chair Myette seconded the motion. A roll call vote was taken Owens – aye, Myette – aye, D’Angelo – aye, Hagan – aye, Landau – aye. With all in favor the motion passed unanimously.

3.5 Carkin Street Discontinuance Request

Vice-Chair Myette indicated the Planning Board reviewed the request for discontinuance of Carkin Street. The cul-de-sac was never built out. A lot line adjustment is proposed. There are two lots affected which are undersized lots. The Road Agent has expressed concerns the owners must be responsible to clear snow from their driveways to Donna Street. Both property owners would benefit with an increase of approximately ¼ acre (1/2-acre total) and will lose frontage from the cul-de-sac which will not meet lot requirements.

Selectman D’Angelo asked if any consideration was discussed as payment to the Town and Vice-Chair Myette indicated there was no consideration proposed. The increased lot sizes would be of value to both individual property owners.

Selectman D’Angelo indicated the process for buying and selling property is at Town Meeting through a Warrant Article. Selectman Landau agreed noting there is additional property beyond this area and the Town does not want to deprive additional owners who may want to extend Carkin Drive. This was developed this way for a reason.

Road Agent Oleson added there is a 50’ Right of Way to the parcel behind.

Chair Owens noted there was plenty of time to discuss the request before the next Town Meeting.

231 *3.6 Road Agent Discussion of North Pond Road Project*

232
233 Road Agent Oleson indicated construction on North Pond Road will begin next week and there
234 will be a lot of delays. The road will be closed from #131 North Pond (at the 2nd Orcutt) to Route
235 102. There will be no thru traffic. Residents should expect 15-20-minute delays while culverts
236 are being changed out and seek alternate routes if possible. The project is estimated for eight
237 weeks, weather permitting. If any resident has questions or concerns, Road Agent Oleson
238 indicated they should fill out a Request for Action and leave their phone number. Candia Road
239 will be one alternate route and the Highway Department will do its best to keep the dirt end of
240 Lane Road in good shape so that can be utilized as well. Andy will be back from retirement to
241 help with flagging. James will be the foreman of the project. Road Agent Oleson will talk with
242 the Town Administrator about a promotion for James as he is now filling the Foreman position
243 and Town Administrator Doda will relay that information back to the Board. The new hire is
244 working out well.

245
246 *3.7 Impact Fees – Fire Department/Building & Maintenance*

247
248 Vice-Chair Myette indicated the Planning Board met last night and Fire Department and
249 Maintenance still have funds available and may have things that need to be purchased. The
250 Fire Department has about \$16,000 and Building & Maintenance has \$29-\$30,000.

251
252 Town Administrator Doda noted the items must be in the CIP. Stevens Hall is on the CIP. The
253 Fire Department has turnout gear. Chief Bolduc will be back next week. Selectman Landau
254 would like to see Stevens Hall work included which is on the CIP.

255
256 **IV. Selectmen’s Business**

257
258 *4.1 Roundtable*

259
260 Selectman Landau asked about the email estimate for the shelf in the Finance office. Town
261 Administrator Doda noted the one quote received from a vendor from was excessive and the
262 work could be done in house. Selectman Landau indicated he had one non-public under
263 reputation. Selectman Landau noted he has seen four weddings take place at the covered
264 bridge at Wason Pond in the last month. Vice-Chair Myette agreed it was nice to see it being
265 used in that way.

266
267 Selectman Hagan noted he witnessed the Recreation employees working hard and commended
268 them and the Recreation Director for that.

269
270 Selectman D’Angelo indicated he had two non-publics under reputation and one under litigation.

271
272 Vice-Chair Myette asked about the ADA issues at the Community Center? Selectman Landau
273 noted in addition to the ramp an architect had identified other issues and a work proposal needs
274 to be set up. Volunteers will be working to remove the beaver dam tomorrow. Road Agent
275 Oleson provided the pipe and the volunteers will install a beaver deceiver to get the water level
276 down. The volunteers request not fishing in that area while the debris is being removed.

Recreation Director Reishus thanked Vincenzo Minico for refurbishing the sign at Wason Pond. Selectman Landau noted he has another project coming up and will be building a bat hotel at North Pond. Vice-Chair Myette noted the plans have been viewed at Conservation Commission and it is indeed a multi-level structure.

Chair Owens noted the following meetings were coming up:

Monday, July 13, 2020 at 7:00 PM - Budget Committee
Tuesday, July 14, 2020 at 6:00 PM – PACT Committee
Tuesday, July 14, 2020 at 7:00 PM – Conservation Commission
Tuesday, July 14, 2020 at 7:00 PM – 300th Anniversary Committee
Thursday, July 16, 2020 at 7:00 PM – Board of Selectmen’s Meeting

Town Administrator Doda informed the Selectmen that the 1970-era air conditioning unit that serves the Selectmen’s, Finance, and Town Administrator’s offices has broken for the last time and cannot be repaired. She has one quote for ~\$20k to replace it but as the figure is over the bid and purchase limit of \$5,000, she will procure other bids should the Selectmen approve.

Selectman Landau motioned that the air conditioning unit for the Selectmen’s, Finance, and Town Administrator’s offices be replaced; Selectman Hagan seconded the motion. A roll call vote was taken Hagan – aye, Myette – aye, Landau – aye, D’Angelo – aye, Owens – aye. With all in favor, the motion passed unanimously.

4.2 Potential Non-Public Sessions

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II)(a), (c), and (e), public employees, reputation, and pending litigation. Selectman Hagan seconded the motion. A roll call vote was taken Hagan – aye, 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 8:13 PM.

Selectman Landau motioned to come out of non-public session. Selectman Hagan 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 9:15 PM.

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

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

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

Selectman Landau motioned to seal the minutes of the fifth non-public session, on Public Employees, for an indefinite period of time. Chairman Owens seconded the motion. A roll call vote was taken Myette – aye, Landau – aye, D’Angelo – aye, Hagan – 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 9:16 PM.

Respectfully submitted,

Nancy Hoijer, Recording Secretary