

**Town of Chester  
Board of Selectmen’s Meeting  
Thursday, October 29, 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  
General Election Update: Michael Scott, Moderator  
Town’s Source Water Protection Plan – Andrew Hadik  
Budgets  
Utilities Assessing Contract  
Additional F/T Police Officer  
WPCC Ramp RFP Bid Review  
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 (Present Remotely):

Stephen Landau  
Joseph Hagan  
Chuck Myette  
Chair Jeremy Owens  
Steve D’Angelo

Selectmen Absent:

Town Administrator Debra Doda (Present Remotely)

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

Police Chief Aaron Berube  
Victor Chouinard, Conservation Commission  
Brian Fogg  
Planning Coordinator Andrew Hadik  
Chris Hadik, Wason Pond Commission  
BOS Admin. Janis Jalbert  
Town Clerk/Tax Collector Elizabeth Lufkin  
Assistant Assessor Jean Packard  
Recreation Director Corinna Reishus  
Beth Sautter, Spring Hill Farm Advisory Committee  
Town Moderator Michael Scott  
Penny Williams, Raymond Area News

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 7:01 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 General Election Update – Michael Scott, Moderator*

Moderator Scott addressed the Board of Selectmen concerning preparations for the General Election on November 3, 2020. Moderator Scott indicated the State mandated accommodations

for mask required/mask optional voting areas at the elections, and the Attorney General was very complimentary after observing Chester’s accommodations at the primary. A second voting machine will be in the no-mask required area rather than the wooden ballot box; back up voting machines are available if there are problems with either machine. There will be an accessible portable toilet for voters to utilize if necessary.

Moderator Scott noted if there are any complaints, questions, or concerns he would like the decision to be on his shoulders; mask wearing and electioneering including clothing and signs will be enforced. The Police Chief will have officers at the polling area. A greeter will direct voters to the voting stations. There will be three assistant moderators, Andrew Hadik and Billie and Dennis Maloney.

Moderator Scott indicated there are a disproportionate number of absentee ballots. A drop box will be set up and these ballots can be turned in until 5 PM on Election Day. They will begin counting absentee ballots at 8 AM.

### *3.2 Town’s Source Water Protection Plan – Andrew Hadik*

Mr. Hadik indicated the Southern New Hampshire Planning Commission is applying for a grant on behalf of the Town for the Source Water Protection Plan which was last drafted in 2007 and finalized in 2008. NH DES has funding for this type of cost, with the Town’s share \$4,000 and the funds from DES, if the grant is approved, of \$16,000. Vice-Chair Myette, Mr. Hadik, Deb Munson and Aaron Hume have been working together, and all have backgrounds in water protection and conservation.

Mr. Hadik noted that Chester gets all of its water supply from ground water. It has no surface water sources so the Town is 100% dependent on groundwater. He said many other Towns are being forced to tie into the Manchester Water Works” distribution system, and he is very apprehensive what the cost would be if Chester needed to go that route due to future groundwater shortages..

Mr. Hadik noted the back-North corner of Chester is part of the Lake Massabesic Watershed and he would like to have Chester join the multi-town protection district. Besides zoning amendments and public outreach, there would be education concerning best management practices.

Mr. Hadik requested that the Board of Selectmen and Conservation Commission write Letters of Support and Commitment for the project adding that DES does not want to see a form letter. The more Letters of Support, the better the Town’s chances of approval. The application is due on November 1<sup>st</sup> so time is of the essence.

***Selectman D’Angelo motioned to support the Town’s application to the Source Water Protection grant and accompanying Letter of Support and Commitment. Selectman Hagan seconded the motion. A roll call vote was taken Owens – aye, Landau – aye, Myette – aye, D’Angelo – aye and Hagan – aye. With all in favor, the motion passed unanimously.***

Selectman Landau recommended reaching out to Mike Trainque who lives in Town and is the Town’s representative to the Southeast Watershed Alliance to see if he would be interested in being a part of the team. Mr. Hadik will reach out to him.

Mr. Hadik was asked if he knew of any wells running dry during the current drought. Mr. Hadik said he had been told by the Building Inspector’s office that a plumber has stopped in there and stated that he had been asked to investigate water issues recently at 3 properties where it turned out that the wells had run dry.

### *3.3 Budgets*

#### *3.3.1 Conservation Commission (4619)*

Victor Chouinard, Chair of the Conservation Commission, presented the proposed budget for FY 21 for the Conservation Commission in the amount of \$1,200 which is level funded from last year.

Selectman Landau asked about surveying the town-owned North Woods properties and if they were in conservation yet. Vice-Chair Myette indicated the parcels in question were town owned but not in conservation. Selectman Landau will contact an engineer to get an estimate to survey it.

Vice-Chair Myette noted the Commission had some presentations and a photo contest planned. Mr. Chouinard indicated the first presentation will cost \$150 and will be covered by the budget, however legal has advised that the costs of educational programs may be drawn from the Conservation Commission account.

#### *3.3.2 Agricultural (4620)*

Town Administrator Doda presented the proposed FY 21 budget in the amount of \$5 for the Agricultural Commission noting that the Commission is inactive due to lack of membership.

#### *3.3.3 Trustees of the Trust Funds (4150-7)*

The Trustees of the Trust Funds requested a proposed FY 21 budget in the amount of \$20,100 which is a 99.01% increase over last year.

Selectman D’Angelo indicated he would like to get more information from Finance Director Smith as to why the amounts were so different in FY 18, 19 and 20.

182 3.3.4 *Wason Pond Conservation & Recreation Commission (4541)*  
183

184 Chris Hadik, who is the Chair of the WPC&RC, presented the proposed budget for FY 21  
185 in the amount of \$256 which is level funded from last year. Mr. Hadik noted \$150 is for  
186 utilities decommissioning so the exposed underground septic can be capped.

187  
188 *Bath House (4540)*  
189

190 Mr. Hadik presented the proposed budget for FY 21 in the amount of \$280 which  
191 is level funded from last year.

192  
193 *Cottage (4535)*  
194

195 Mr. Hadik presented the proposed budget for FY 21 in the amount of \$1,099  
196 which is level funded from last year. Mr. Hadik noted the only line is for electricity  
197 for the Caretaker’s Cottage.  
198

199 Selectman D’Angelo asked about posting “no hunting” at Wason Pond, especially with  
200 concerns for the Scavenger Hunt going on with the children this weekend. Mr. Hadik  
201 indicated it is on the agenda for the WPC&RC meeting on Monday.  
202

203 Selectman D’Angelo noted he would also like to know the status of hunting/no hunting  
204 and posting at Spring Hill Farm.  
205

206 3.3.5 *Spring Hill Farm (4610)*  
207

208 Beth Sautter, who is the Chair of the Spring Hill Farm Advisory Committee, presented  
209 the proposed FY 21 budget for Spring Hill Farm in the amount of \$4,250 which is level  
210 funded from last year.  
211

212 Mrs. Reishus noted the Insurance policy purchased by the Trustees will fall into the  
213 budget and recommended adding \$600 to Line 1-690 bringing the total budget  
214 requested to \$4,850.  
215

216 3.3.6 *Budget Committee (4150-3)*  
217

218 The Budget Committee requested a proposed FY 21 budget of \$1,223 which is a 6.53%  
219 increase over last year. Vice-Chair Myette noted the Dues and Subscriptions Line 3-560  
220 had increased by \$75.  
221

222 3.3.7 *Transfer Station (4324)*  
223

224 The Transfer Station’s proposed budget for FY 21 was presented at an earlier meeting  
225 and the Board requested to adjust the salaries line to add another employee. The  
226 Salaries Line 1-110 is proposed at \$65,432. The proposed FY 21 budget is \$192,354, a  
227 6.69% decrease over last year.  
228

Selectman Landau indicated the Town paid for disposal of fluorescent bulbs which used to be taken to Ace Hardware at no cost for disposal. Vice-Chair Myette indicated they could be taken to Hazardous Waste Day.

### 3.4 Utilities Assessing Contract

Assistant Assessor Jean Packard introduced Brian Fogg who the Selectmen are considering for the utilities assessing contract for FY20-21.

Selectman D’Angelo asked if Mr. Fogg’s methodology differed from his previous employer, Sansoucy. Mr. Fogg indicated he pays particular attention to BTLA decisions and market value. Mr. Fogg indicated he felt his previous employer was too busy and noted providing better customer support was important to him. If an August 15 completion date is promised it will be spaced out to be completed on time.

Selectman D’Angelo asked how many Towns Mr. Fogg represents and Mr. Fogg indicated he will not undertake more than 11-12 and is at eight now looking for four more.

Selectman D’Angelo asked about assessing high tension, the new substation and if it were ever valued. Mr. Fogg explained that construction work with utilities is tracked by the FERC and reported at the end of December annually. The new value is as of April 1<sup>st</sup> of the coming year. Mr. Fogg noted the substation would have a significant valuation.

Selectman D’Angelo asked who oversees that as he has never seen a permit issued. Mr. Fogg indicated in addition to being FERC regulated, the Public Utilities Commission regulates them as well.

Selectman Landau noted the maintenance of high-tension lines and poles have created a highway system and are being used by ATVs. Is that taxable? Mr. Fogg noted the property and corridor are valuable based on the highest and best use of a regulated transmission corridor and would be de minimus in comparison. Mr. Fogg indicated he is confident in the reporting as expenses are tracked which creates good reporting.

Vice-Chair Myette asked about the differences in owned versus easement properties. Mr. Fogg noted the underlying landowner in an owned property is assessed 100% where it is generally 70% with an easement.

Selectman D’Angelo asked about 5G. Mr. Fogg noted the poles themselves are taxable, but the equipment will not likely be.

Mr. Fogg explained HB700 and discussed the use value of public rights of way. Selectman D’Angelo indicated the Town would like to avoid further litigation on this issue. Mr. Fogg noted other Towns had appealed in 2019 but was confident the Town had the most honest evaluation going in.

Mrs. Packard indicated the contract should be finalized in the next two months, so it is ready to go at the beginning of the year. The contract must be reviewed by the DRA before the Selectmen can sign it.

### *3.5 Additional F/T Police Officer*

Chief Berube requested this item be moved to non-public session.

### *3.6 WPCC Ramp RFP Bid Review*

Selectman Landau indicated two bidders submitted three bids. The first had a 30-day timeline, materials concrete and pressure treated lumber, insurance certificate included. The company was not a member of the BBB, was in business since 2014 and had a 3.5 star review online. The bid proposed was \$18,068.93. Selectman Landau indicated the second bidder, who has been in business since 2018 and did not have insurance information included, had a timeline to be determined by the Town and quoted for a composite/aluminum ramp \$12,125 for pressure treated and \$7,744 for aluminum.

Vice-Chair Myette noted the architect recommended metal, steel or aluminum as it is easier to maintain. The Wason Pond Commission had recommended concrete, and the Building Inspector had recommended pressure treated wood or composite.

The Board indicated the bids should be forwarded to the WPC&RC for their meeting on Monday and Mrs. Reishus could present them. Town Administrator Doda will email the bids to the Commission and Mrs. Reishus.

## **IV. Selectmen’s Business**

### *4.1 Roundtable*

Selectman Landau proposed hiring Cowan/Goudreau architects of Concord, NH to look into the Stevens Hall facility. Selectman D’Angelo recommended using a drone to inspect the roof rather than a lift.

***Selectman Landau motioned to hire Cowan/Goudreau architects of Concord, NH to do the feasibility study of Stevens Hall and to develop a plan to repair it ASAP. Selectman D’Angelo seconded the motion. A roll call vote was taken Owens – aye, Myette – aye, Landau – aye, D’Angelo – aye and Hagan – aye. With all in favor, the motion passed unanimously.***

Selectman Landau indicated he had two non-publics under reputation and one under legal.

Chair Owens indicated the following meetings and important dates are coming up:

Monday, November 2, 2020 Technical Review Committee – 9 AM

Monday, November 2, 2020 Wason Pond Conservation & Recreation Commission – 7 PM

Tuesday, November 3, 2020 General Election – 7 AM to 7 PM

Wednesday, November 4, 2020 – Planning Board – 7 PM

Thursday, November 5, 2020 – Board of Selectmen’s Meeting – 7 PM

#### 4.2 Non-Public Session(s)

**Selectman Landau motioned to go into non-public session pursuant to 91-A:3 II (a) public employees, (c) reputation, and (l) legal advice. Selectman D’Angelo seconded the motion. A roll call vote was taken Owens – aye, D’Angelo – aye, Landau – aye, Myette – aye and Hagan – aye. With all in favor, the motion passed unanimously.**

The meeting was closed to the public at 8:25 PM.

The meeting was reopened at 9:10 PM.

**Selectman Landau motioned to come out of non-public session. Selectman Hagan seconded the motion. A roll call vote was taken Owens – aye, Myette – aye, D’Angelo – aye, Landau – aye and Hagan – aye. A vote was taken, the motion passed 5-0-0.**

**Selectman Landau motioned to seal the minutes of the first non-public session, on Public Employees, for a period of one (1) year. Vice-Chair Myette seconded the motion. A roll call vote was taken, Owens – aye, Myette – aye, D’Angelo – aye, Landau – aye and Hagan – aye. A vote was taken, the motion passed 5-0-0.**

**Selectman Landau motioned to seal the minutes of the second non-public session, on Reputation, for a period of one (1) year. Vice-Chair Myette seconded the motion. A roll call vote was taken, Owens – aye, Myette – aye, D’Angelo – aye, Landau – aye and Hagan – aye. A vote was taken, the motion passed 5-0-0.**

**Selectman Landau motioned to seal the minutes of the third non-public session, on Legal Advice, for an indefinite period. Vice-Chair Myette seconded the motion. A roll call vote was taken, Owens – aye, Myette – aye, D’Angelo – aye, Landau – aye and Hagan – aye. A vote was taken, the motion passed 5-0-0.**

#### V. Adjournment

**Selectman Landau moved to adjourn the meeting. Selectman D’Angelo seconded the motion. A roll call vote was taken, Owens – aye, Myette – aye, Landau – aye, D’Angelo – aye, and Hagan - aye. A vote was taken, the motion passed 5-0-0.**

The meeting was adjourned at 9:12 PM.

Respectfully submitted,

Nancy Hoiyer, Recording Secretary