

**Town of Chester  
Board of Selectmen’s Meeting  
Thursday, November 19, 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  
Acceptance of Donated Property  
Maintenance Vehicle  
Spring Hill Farm  
Stevens Hall  
Review Warrant  
Roundtable  
Town Administrator’s Report  
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):

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

Selectmen Absent:

Town Administrator Debra Doda (Present Remotely)

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

Town Planner Andrew Hadik  
Police Chief Aaron Berube  
Town Clerk/Tax Collector Elizabeth Lufkin  
Maintenance Supervisor Paul Cavanaugh  
Jack Cannon  
BOS Admin. Asst. Janis Jalbert  
Recreation Director Corinna Reishus  
Penny Williams  
PACT

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 Acceptance of Donated Property*

Selectman Landau reported a generous donation has been made to the Town of property on the Exeter River by Candace Schofield. A letter was provided to her for tax purposes.

***Vice-Chair Myette motioned to accept the donation of land on Hanson Road from Candace Schofield. Selectman Landau seconded the motion. A roll call vote was taken***

**Hagan – aye, Myette – aye, D’Angelo – aye, Owens – aye and Landau – aye. With all in favor, the motion passed unanimously.**

### 3.2 Maintenance Vehicle

Selectman Landau recommended moving up the purchase of the F-250 for the Police Department so that their used truck could be donated to the Maintenance Department. The used police vehicle would be donated to Maintenance when the new one comes in. Mr. Hadik will relay the information to the Planning Board. Selectman Landau noted there would be a decommissioning cost to remove the Police specifications from the vehicle. Chief Berube noted the vehicle is set up for plowing.

Vice-Chair Myette noted the purchase of the maintenance vehicle was removed from the CIP and a trailer left in to be pulled by the F550 donated by the Highway Department. Maintenance Supervisor Cavanaugh reported the F550 is not suitable for everyday use by all of the employees. Vice-Chair Myette noted the purchase of the F-250 for the Police Department is in the CIP for 2023-2024.

Selectman D’Angelo asked what maintenance would use the vehicle for and Maintenance Supervisor Cavanaugh stated it would be used to move lawnmowers, pick up recycling, Wason Pond and to move an employee each day and it must be able to haul the trailer. Selectman D’Angelo recommended one option would be to buy a new vehicle for Maintenance and let the Police Department wait until 2023-24. Selectman Landau advised he would like for the used Police Vehicle to have somewhere to go when the new one is purchased. Selectman D’Angelo recommended going back to the Planning Board and asking that the Police Department F-250 be moved up three years and turn the existing vehicle into Maintenance when the new one comes in. Chief Berube noted the Department will also be looking for a cruiser next year.

Mr. Hadik advised the Public Hearing for the CIP will be on December 9, 2020.

**Vice-Chair Myette motioned to move the Police Department truck up to 2021-22 on the CIP. Selectman Landau seconded the motion. A roll call vote was taken Selectman D’Angelo – opposed, Owens – aye, Myette – aye, Hagan – aye and Landau – aye. The motion passed 4-1-0.**

### 3.3 Spring Hill Farm

Selectman Landau reported the Spring Hill Farm Advisory Committee voted to accept Cowan-Goudreau’s estimate of \$2,850 for the proposed study of the Spring Hill Farm farmhouse for ADA compliance.

**Selectman Landau motioned to approve the expenditure of \$2,850 for the Spring Hill Farm ADA compliance study with Cowan-Goudreau Architects. Selectman D’Angelo seconded the motion. A vote was taken Owens – aye, Landau – aye, D’Angelo – aye, Myette – aye and Hagan – aye. With all in favor, the motion passed unanimously.**

140 *3.4 Stevens Hall*

141  
142 The Historical Society has requested permission to have the museum floors at Stevens Hall  
143 refinished; Selectman D’Angelo recommended refinishing all of the floors at Stevens Hall. The  
144 Historical Society is housed there, and Mr. Hadik noted the museum contents would need to be  
145 staged during the work. Vice-Chair Myette recommended getting estimates. Chief Berube  
146 indicated he had let vendors into Stevens Hall this past year for estimates on refinishing the  
147 floors. Town Administrator Doda will forward the three estimates received so far to the Board.

148  
149 *3.5 Review Warrant*

150  
151 Town Administrator Doda reported the Warrant will most likely need to be sent to the Budget  
152 Committee by mid-December. There is a placeholder to extend the American Tower lease at  
153 the Transfer Station which goes to 2033. They would like to extend it for 20 years with no  
154 increase in rent. Selectman D’Angelo asked what the rent was now and what others are getting  
155 for similar rental revenues. Selectman Myette recommended based upon previous discussions  
156 at BOS meetings to delete both the American Tower Warrant Article and the Carkin Road  
157 discontinuance Article.

158  
159 Selectman Landau reported the Budget Committee will be reviewing the Town Budget on  
160 January 15, 2020. Selectman D’Angelo reported the Budget Committee will be reviewing the  
161 School Budget on January 4, 2020.

162  
163 Town Administrator Doda noted she will remove Warrant Articles I (American Tower) and M  
164 (Carkin Street).

165  
166 Vice-Chair Myette noted the Police Department has been getting quotes for a side-by-side and  
167 will have those by the first week of December. Chief Berube indicated he will be using Police  
168 Detail funds for that.

169  
170 Selectman Landau noted a commercial refrigerator is needed for the kitchen and recommended  
171 considering any other refurbishments the kitchen may need such as the problem with the  
172 blowers last year.

173  
174 Vice-Chair Myette noted the requirements for the CIP are the item is more than \$5,000, has  
175 more than a three-year lifespan and is not an annual occurrence.

176  
177 Mr. Hadik informed the Board that Planning has called for real estimates to replace the  
178 placeholders shown in yellow on the Table. If there is no estimate it is being removed.

179  
180 **IV. Selectmen’s Business**

181  
182 *4.1 Roundtable*

183  
184 Selectman Landau noted the Food Drive events at the Transfer Station have been successful  
185 and that there will be one final one this weekend. Mr. Hadik reminded the Food Pantry needs  
186 donations year-round.

Vice-Chair Myette reported the Conservation Commission has received a lot of great pictures for the Wildlife Contest and will be meeting Friday or Saturday to make awards. The Commission is presenting a virtual event on November 28, 2020 entitled *Creatures of the Night* which talks about bats and owls. There is no cost and participants can register ahead with Conservation on their Facebook page and will receive a link to the presentation that morning. Chester residents will have priority as the number of spaces are limited.

Selectman D’Angelo announced that the Governor has issued a mask mandate and asked about enforcement. Chief Berube noted it is tough to enforce however repeated violations will involve the Attorney General and a fine. Town Administrator Doda noted all Town employees are required to wear masks in the buildings. Vice-Chair Myette noted the Transfer Station is only allowing one person in a trailer at a time. Selectman D’Angelo recommended having masks on hand at the Transfer Station to give out. Selectman Hagan urged the public to adhere to the mandate. It has nothing to do with the Constitution and everything to do with Public Health.

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

Saturday, November 21, 2020 – Food Drive at the Transfer Station  
Thursday & Friday, November 26, 2020-November 27, 2020 Town Hall Closed  
Wednesday, December 2, 2020 – Planning Board Meeting – 7 PM  
Thursday, December 3, 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)(c) reputation and (I) 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 8:11 PM. Town Clerk Lufkin remained in the meeting.

Town Clerk Lufkin departed the meeting at 8:36 PM.

The meeting was reopened at 8:45 PM.

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

**Selectman Landau motioned to seal the minutes of the first non-public session, on reputation, for sixty (60) days. Selectman Hagan seconded the motion. A roll call vote was taken, Owens – aye, Myette – aye, D’Angelo – aye, Landau – aye and Hagan – aye. With all in favor, the motion passed unanimously.**

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

The meeting was adjourned at 8:46 PM.

Respectfully submitted,

Daniel Hoijer, Recording Secretary