

**Town of Chester
Board of Selectmen’s Meeting
Thursday, January 7, 2021
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
Stevens Hall RFP
PD Grant Acceptance
PACT
Warrant Review
Roundtable
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman 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):

Jeremy Owens, Chairman
Chuck Myette, Vice-Chairman
Steve D’Angelo
Joseph Hagan
Stephen Landau

Town Administrator Debra Doda (Present Remotely)

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

Aaron Berube, Police Chief

Greg Bolduc, Fire Chief
Phil Gladu, Emergency Management
Gary Goudreau
Bob Grimm, PACT
Corinna Reishus, Recreation Director
Penny Williams, Raymond Area News
PACT

and other persons unknown to the Recording Secretary.

1.3 Pledge of Allegiance

Chairman Owens led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions or Deletions

None

1.5 Public Comment

Chairman 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 Stevens Hall RFP

Gary Goudreau presented the RFP/RFQ for the Construction Manager at Stevens Hall. To help speed up the process the document is a combination for qualifications and a proposal. Town Counsel has looked at the document and made recommendations. The Board discussed timeframes for the advertising, site walks, and proposal due dates. Advertising will start around January 15th, scheduled site walks with town representatives will take place from January 25th to January 29th, and the proposals will be due February 12th. A lift will be rented by the town and any contractors going up on the lift will need to provide workman’s comp insurance. Mr. Goudreau asked about the lead paint issue. Selectman Landau advised this will need to be tested. The testing does need to happen quickly in order that the project is not delayed. Options for companies for lead paint testing include The Lawson Group, RPF Environmental, and

EnviroVantage. Selectman Landau will speak to Maintenance Supervisor Cavanaugh about getting the testing scheduled.

3.2 PD Grant Acceptance

Police Chief Berube explained the grant would give the officers the ability to be instructors in the administration of Narcan. This would allow the officers to carry it in the car and provide recovery coaching assistance to anyone in the community. The town will get 12 naloxone kits with a 24-month shelf life to implement the program. NH Fire Academy will be providing the training and various instructors from police depts will give support to the town.

Selectman Landau motioned to accept the terms of the First Responder Comprehensive Addiction and Recovery Act (FR-CARA) Cooperative Agreement as presented in the amount of \$8,090.56 to implement a Mobile Integrated Healthcare (MIH) program pending training and EMS, Governor and Council approval. Vice Chairman Myette seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

3.3 PACT

Selectman D’Angelo expressed concerns with not having sound on Monday night’s Budget Committee Meeting airing on Cable TV and the PACT Coordinator giving her notice. With all the virtual meetings and upcoming public hearings, we need a better handle on PACT to make sure it is running correctly or find an alternative. Bob Grimm of the PACT Committee was on the same meeting Monday and did try to fix the issue. He stated this was the first major hiccup since virtual meetings started that could not be fixed on the spot. He did want to emphasize that if there are any issues during meetings concerning PACT, people need to reach out. All meetings are available the morning following the meetings. The Committee needs to hold a meeting to as to what to do for the rest of the year with PACT now that Ms. Demers is leaving us at the end of the month.

3.4 Review Warrant

3.4.1 Carkin Street

TA Doda advised the board of a Warrant Article in 1972 accepting the entire length of Carkin Street as an approved town road. The warrant article should be revised to ask the abutters to purchase the land. TA Doda will investigate value of the land for the Warrant Article.

3.4.2 & 3.4.3 Road Bond, Funding of CIP, Historical Building Fund, Fire Engine CRF

TA Doda asked the board if the road bond should be put back on the warrant articles as it was tabled last year. Chairman Owens opined since Road Agent Oleson has not made a case it should not be brought forward this year. Selectman D’Angelo would like to look at how to fund the roadwork thru CIP and other means like the last few years. Selectman Landau would like to look at the large items in the CIP and possibly fund a couple trust funds for these expenditures. If we start putting funds away now when the money is not needed, we will have some funds to start with in the future. Vice Chair Myette proposed looking at each department’s CIP items and

figuring out a reasonable number to put into each Capital Reserve Fund. Some departments may need more money depending on the timeframe for when large items are needed. Selectmen D’Angelo suggested using some of the Unassigned Fund Balance to fund some of the Capital Reserve Funds in the Warrant Articles this year. Also, it would be nice to know what the real time need is for the fire trucks, if we had a few years it would be possible to put some money in a Capital Reserve Fund for the purchase.

Fire Chief Bolduc is willing to push Engine 2 out no more than annually due to the age of it. Most of the large fire equipment will last at least 20 years if it is maintained. When looking at numbers and how much to fund, Engine 2 costs roughly \$600-\$700K with an increase of 3% to 5% per calendar year. Vice Chair Myette would like to see one fund and continue to follow the CIP that was put together. The Capital Reserve Fund for the Fire Department Vehicles Warrant Article should be \$400K from the Unassigned Fund Balance with no taxation for the town and reviewed annually for an amount to be put into it.

It was suggested to take \$250K from the Unassigned Fund Balance for the Historic Building Fund. Selectmen D’Angelo asked for an update from Finance Director Smith on what the surplus might be this year for the budget planning purposes. Are there items that can come off or be pushed off another year on the CIP to save a few dollars? Ideas for savings were the Highway Department security system, Fire Department paving and roof. The security system new quote is under \$5K so that can be taken off. With the roof leaking at the fire department, it was advised to get new quotes and possibly fix it sooner rather than later.

The two petitioned warrants submitted to the Town Clerk are for Indigenous Peoples Day and Fair Redistricting Representative for Chester. The due date for Petitioned Warrants is February 2nd, 2021.

IV. Selectmen’s Business

4.1 Roundtable

Selectman Landau indicated he has a couple non-publics.

Selectman D’Angelo: The report that was passed out on Town Owned Vehicles/ Equipment was very useful. He would like to see if the status, life expectancy, and hours/miles could be added to the spreadsheet. It would be wise to keep this updated annually at the very least. He also indicated he had a non-public.

Selectman Hagan has nothing to report.

Vice-Chairman Myette indicated he has a non-public under reputation.

Chairman Owens indicated there are four non publics under employment and property.

Chairman Owens announced the following meetings dates are coming up:

Monday, January 11, 2021 Budget Committee at 7 PM

Tuesday January 12, 2021 Conservation Commission

Wednesday, January 13, 2021 Planning Board at 7 PM

Thursday, January 14, 2021 Board of Selectmen’s Meeting at 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, (b) employment (c) reputation and (d) property. 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 8:41 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.

The meeting was reopened to the public at 10:15PM.

Selectman Landau motioned to seal the minutes of the first non-public session, on Reputation, for an indefinite period. 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 leave the minutes of the second non-public session, on Property unsealed. 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 leave the minutes of the third non-public session, on property unsealed. 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 leave the minutes of the fourth non-public session, on Public Employees unsealed. 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 fifth non-public session, on Public Employees, for a period of one (1) year. 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 sixth non-public session, on Public Employees, for a period of one (1) year. 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 seventh non-public session, on Property, for an indefinite period. 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 leave the minutes of the eighth non-public session, on Employment unsealed. 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 leave the minutes of the ninth non-public session, on Public Employees unsealed. 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.

V. Adjournment

Selectman Landau moved to adjourn the meeting. Selectman Hagan 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 10:17 PM.

Respectfully submitted,

Janis Jalbert
Recording Secretary