

**Town of Chester
Board of Selectmen’s Meeting
Thursday, February 11, 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
Field to Fork Farm
Statutory Deadline Dates
Safety Manual Acceptance
Household Hazardous Waste Day
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 7:00pm.

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):

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

Town Administrator Debra Doda (Present Remotely)

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

Aaron Berube, Police Chief
Jennifer Bukowski
Daniela & Patrick Connelly
Elizabeth Lufkin, Town Clerk/Tax Collector
Darrell Quinn

Corinna Reishus, Recreation Director
Robert Swanson
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 7:01pm.

As no Members of the Public wished to be heard, Public Comment was closed at 7:02pm.

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 Field to Fork Farm

Mr. and Mrs. Connelly, owners of Field to Fork Farm, are looking to expand into agritourism to get more people on the farm. They have been to the Planning Board for approval and were given stipulations. One of the stipulations is to ask for the Board of Selectmen’s approval to use Jack Road to access the designated parking area.

Selectman Landau pointed out the neighbor on the other side of Jack Road is also considering using the road. He questioned who would be responsible for maintaining the Class VI road. Another thing to remember is Jack Road is a thru road and at the other end is the Jenkins Farm development.

Selectman Landau Stated Class VI roads are subject to gates and bars and that could be an option for the homeowners to look at to keep their visitors from going into the subdivision. Mr. Connelly stated he had not thought of a bar before but feels that would be a great addition to keep people from going into Jenkins Farm subdivision. He will get together with the Swansons and possibly put a gate on the road. He advised it would be unlocked so anyone using Jack Road would still be able to use it.

Selectman Landau indicated he would like the homeowners to place a road sign at either end of the road. It would be preferable for the sign to be a different color than normal road signs, for example red might work.

Vice-Chairman Myette advised a sign that states “Pass at your own risk” will also discourage cars from going into Jenkins Farm.

Chester Resident Darrell Quinn warned the Board that putting a sign on the road would make it more attractive to people driving by.

Mrs. Connelly advised they cannot stop people from using Jack Road, and the guests coming to the farm would be by invitation only and just during the summer.

Mr. Connelly suggested placing the signs 50 meters in from both ends of Jack Road, so it is not readily seen by people passing by.

Selectman D’Angelo stated anyone can use a Class VI road in town and is questioning why they need permission for the use of Jack Road by the Board of Selectman. Selectman Landau indicated they were asking for permission to use the road specifically as an access to their property.

Selectman Hagan asked the Connelly’s if they came to the Board of Selectmen as a request from the Planning Board. Mr. Connelly confirmed he was here based on the stipulation requested from the Planning Board.

Selectman Landau motioned to allow Field to Fork Farm to use Jack Road to access parking on their property with the stipulation that the homeowner will put a sign at either ends of Jack Road. Vice Chairman Myette 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.

Town Administrator Doda will draft a letter to be sent to the Planning Board.

Selectman Landau indicated other surrounding towns delineate between town roads and private and/or class VI roads. In Chester, we have quite a few of these roads and they should be labeled as such. With the amount of people coming into Chester, people do not realize what roads are what. We need to think about delineating the differences in roads.

Selectman Landau requested that a list of private and Class VI roads be put together and the Board can decide if they would like to spend the money to get signs for the roads. Going forward it would fall on the developer and/or landowner to purchase the signs not the town.

Selectman D’Angelo questioned if the road going by the High Tunnel on Spring Hill Farm was a private road. Vice-Chairman Myette advised that is private property and not a road.

3.2 Statutory Deadline Dates

Based on the discussion last week, Town Administrator Doda would like confirmation from the Board to change the statutory deadlines to correspond to a May Election and Town Meeting. All Board members agreed to change the dates for items that have not been completed.

Town Administrator Doda will revise the calendar and add the May 11th Election and May 15th Town Meeting to the deadlines.

3.3 Safety Manual

Town Administrator Doda presented the revised copy of the safety manual with the revision made by Town Counsel. Section 11 in paragraph 3 now reads *“The Written Warning shall remain in the employee's personnel file for six (6) months (unless a longer period is mandated by Federal, State, or local law) and may be pulled from the employee's file at that time if safety practices have been corrected and followed without incident. The Board of Selectmen, Town Administrator, and Town Counsel shall determine if a longer retention period is mandated by law.”*

Vice-Chairman Myette questioned if it should be kept in the file for the fiscal year for employee evaluation purposes.

Selectman D’Angelo agreed and recommended a change from six (6) months to a minimum of twelve (12) months and not longer than eighteen (18) months.

Selectman Landau motioned to accept the Town of Chester Employee Safety Manual, with the requested revision for timeframes. Vice-Chairman Myette 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.

3.4 Household Hazardous Waste Day

Town Administrator Doda proposed October 9th as a tentative date for the Household Hazardous Waste Day in Chester. This is also the tentative date for Spring Hill Farm Fall Festival that is going to be discussed Monday night at the Spring Hill Farm Advisory Committee meeting. Town Administrator Doda has received letters of commitment from the participating towns and the grant paperwork has been completed.

Vice-Chairman Myette advised he will cover this at the meeting. This could be a benefit for the town having both events on the same day. People are already coming into town and may stop in to check out the festival.

IV. Selectmen’s Business

4.1 Roundtable

Selectman Landau requested the Board to consider purchasing an FM Transmitter to be used at Town Meeting. Last year we were fortunate to borrow one from Atlas Fireworks, but it could be possible it will not be available again. It is possible we might be able to purchase a system for under \$500 dollars. This could be used at the Town Meeting and events at Wason Pond and or Spring Hill Farm.

Selectman D’Angelo would like a proposal brought to the board for an FM Transmitter at an upcoming meeting. It was also mentioned to think about possibly purchasing speakers.

Selectman Landau would like a letter sent to Beth Sautter on the Spring Hill Farm Advisory Committee for all her hard work preparing the application for the New Hampshire Historic Preservation Matching Grant offered by the 1772 Foundation for the planned restoration of the Spring Hill Farm Barn.

Selectman D’Angelo:
Nothing for roundtable.

Selectman Hagan would like to thank the volunteers that are working countless hours in the cold giving vaccine shots to people.

Vice-Chairman Myette mentioned the lease money from Spring Hill Farm goes in the general fund every year. It has been mentioned since the Trust pays for repairs on the High Tunnel the money should be set aside for these expenses. Every few years the Trust pays to have the High Tunnel top to either be replaced or repaired. The cost to replace the cover is about \$2,400.

Selectman D’Angelo advised the purchase or repair cost for the canopy on the High Tunnel should be added into the Spring Hill Farm Budget, as this is the town’s responsibility not the Trust.

Vice-Chairman Myette advised he has one non-public for property this evening. Also, he would like to say thank you to the Conservation Commission for the Animals in Winter presentation. It was well attended and very informative.

Chairman Owens announced the following meetings and events coming up:

Monday, February 15, 2021 Budget Committee at 7:00pm
Spring Hill Farm Advisory Committee at 7:00pm

Tuesday, February 16, 2021 ZBA at 7:00pm

Wednesday, February 17, 2021 300th Anniversary Committee at 7:00pm

Thursday, February 18, 2021 Board of Selectmen’s Meeting at 7:00pm

Monday February 15th, 2021 Town Offices will be closed for Presidents Day.

Saturday April 17th: Rabies Clinic at the Town Hall. The Town Clerk will be open from 9am to 12pm for dog licensing only.

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 (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 7:46pm.

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 8:09 PM.

Selectman Landau motioned to seal the minutes of the first non-public session, on Property, for a period of six (6) months. Vice-Chairman Myette 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 Reputation, for a period of thirty (30) days. Vice-Chairman Myette 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 Public Employees, for a period of thirty (30) days. Vice-Chairman Myette 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. Vice-Chairman Myette 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 adjourned at 8:10 PM.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary