

**Town of Chester
Board of Selectmen’s Meeting
Thursday, June 17, 2021
Municipal Complex
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
ZBA Reappointment
Fire Department Call Member Introduction
Stevens Hall Roof
Encumbrance Discussions
Chairman’s Announcements
Roundtable
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman Myette 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:

Chuck Myette
Steve Couture
Steve D’Angelo

Selectmen Absent:

Stephen Landau
Jeremy Owens

Staff Present:

Town Administrator Debra Doda

Members of the Public Present at various times:

Aaron Berube, Police Chief – (Remotely)
Bryant Fitzgerald
Phil Gladu, Acting Fire Chief
Liz Lufkin, Town Clerk/ Tax Collector
Nancy Myette
Mike Oleson, Road Agent – (Remotely)
Corinna Reishus, Recreation Director –(Remotely)
Kevin Scott
Mike Willinsky –(Remotely)

and other persons unknown to the Recording Secretary.

1.3 Pledge of Allegiance

Chairman Myette led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions or Deletions

None

1.5 Public Comment

Chairman Myette opened the meeting to public comment at 7:01pm.

Kevin Scott lives near the Village Cemetery and does the upkeep of the French plot. The grass in the cemetery is 24 inches tall and the leaves have not been raked.

Selectman D’Angelo advised Selectman Landau is addressing the situation.

As no other Members of the Public wished to be heard, Public Comment was closed at 7:03pm.

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 Reappointment to ZBA – Kevin Scott

Kevin Scott has been serving on the ZBA for many years. At Tuesday’s ZBA meeting the board agreed for him to continue. Selectman D’Angelo stated his first meeting as liaison was Tuesday and they are a very intelligent group of people.

Selectman D’Angelo motioned to appoint Kevin Scott as a regular member of the Zoning Board of Adjustment with a term to expire on May 31, 2024. Selectman Couture seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau – absent. With all in favor, the motion passed unanimously with Owens and Landau absent.

3.2 Fire Department Call Member Introduction

Acting Fire Chief Gladu introduced new call member Bryant Fitzgerald. Mr. Fitzgerald mentioned he was on the department for a brief time in 2016. He left for family obligations and has returned to the department after completing his Army Reserves Training.

Selectman D’Angelo questioned what path Mr. Fitzgerald is interested in as a member of the department. Mr. Fitzgerald indicated he would like certs in both Fire and EMS.

Selectman D’Angelo mentioned while both are great for the town EMS is much needed as we have many older people in town.

Acting Fire Chief Gladu mentioned half the new call members are interested in EMS with the other half interested in Fire.

3.3 Stevens Hall Roof

Selectman D’Angelo met with Mr. Bill Gregsak and Selectman Landau about the tower at Stevens Hall. Mr. Gregsak suggested that a series of ceiling to basement posts be installed as extra support for the tower and most of the cost is in the finish work to make them look like the other existing posts.

Charters Brothers gave an estimate on the roof work, and it currently looks like the left-over money in the budget would not cover the repairs.

Chairman Myette pointed out we have a leak in the roof that will get worse and some gutters that need repairs or to be removed. We should look at encumbering some funds to do the repairs.

Selectman Couture suggested calling a local company to fix the issues. Selectman D’Angelo advised he spoke to Maintenance Director Cavanaugh earlier in the day about calling the company he had used a few years ago to do the roof.

Town Administrator Doda will follow up with Maintenance Director Cavanaugh.

3.4 Encumbrance Discussions

Road Agent Oleson asked for the remainder of his budget as of June 30th to be encumbered. This money would be used to overlay Candia Road from The Villages towards N. Pond Road and continue as far as the money will take him. A quote will be passed in before the next meeting and a contract will follow once the money is encumbered.

The Police Department is asking to encumber \$2500 for a hiring bonus and \$2395 for the purchase of a radar for the new cruiser.

Selectman D’Angelo asked if there was money left in the budget this year. Police Chief Berube advised there is plenty of money in the bottom line of his budget, but it will overspend the line item. Selectman D’Angelo suggested using this year’s budget for the expenditures.

Town Administrator Doda advised the money would need to be encumbered for the hiring bonus as it is due to be paid out in July / August.

Chief Berube stated the money for the hiring bonus is in the administrative salary pool budget line. The new cruiser is on order, and we could see it in approximately six to twelve weeks. If the radar is purchased before July 1st there is a discount. It was decided to purchase the radar from this budget and not encumber the \$2395.

Town Clerk/Tax Collector Lufkin confirmed having a contract with New England Document Systems for \$11,630 to digitize vital records and Selectmen’s meeting minutes. The oldest documents would be the priority as they are more critical and fragile.

Town Administrator Doda mentioned the digitization was a Warrant Article and is not part of the \$258K that is estimated to be leftover in the end of the year budget.

Recreation Director Reishus is asking to encumber the \$7K for the town fair fireworks. The hope is to have a larger display this year and a deposit for the following year. Chairman Myette reiterated a contract is needed to encumber any additional money needed for a fireworks display. Ms. Reishus will follow up with Acting Fire Chief Gladu on a contract for the fireworks.

Town Administrator Doda received a signed contract from the Planning Board and asked to encumber \$8,560 to update the town’s impact fees. Southern NH Planning Commission is behind in their work for this fiscal year and will be finishing in December.

Town Administrator Doda received an email from an Eagle Scout candidate about a doing a town project and the library patio was suggested.

Next meeting a list will be available to rank the items by importance and make motions to encumber funds.

IV. Selectmen’s Business

4.1 Chairman’s Announcements

Chairman Myette announced the following meetings and events are coming up:

Monday, June 21, 2021 Spring Hill Farm Advisory Committee at 7:00

Tuesday June 22, 2021 300th Anniversary Meeting at 7:00pm

Wednesday, June 23, 2021 Planning Board Meeting at 7:00pm

Thursday, June 24, 2021 Board of Selectmen’s Meeting at 7:00pm

4.2 Roundtable

Selectman D’Angelo attended both the ZBA and PACT meetings. ZBA members are very knowledgeable when it comes to zoning regulations.

PACT is looking for a Coordinator to fill a vacant position. On one of Chester’s TV channels, they are running PACT “Throwback” meetings from 1994 to 2003. Also, PACT is looking to replace the center of town camera now that the school equipment has been replaced.

Selectman D’Angelo questioned if the town put in an application for the GOFERR money that is being offered. Town Administrator Doda advised the application is due by August 17th, and it is strict on what the money is to be used on, but it is something the town is looking into. Chester is eligible for around \$500K to help small businesses, welfare assistance, loss of revenue and water and sewer infrastructure.

Selectman Couture pointed out the legislature is passing an increase in net metering for solar and other power, and this could be a good opportunity for municipalities to take advantage of.

Chairman Myette:
Nothing to report.

4.3 Non-Public Session(s)

Selectman D’Angelo has one legal matter to talk about this evening.

Selectman D’Angelo motioned to go into non-public session pursuant to 91-A:3(II) (c) reputation, (e) pending litigation, and (I) legal advice. Selectman Couture seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau – absent. With all in favor, the motion passed unanimously with Owens and Landau absent.

The meeting was closed to the public at 8:06 pm.

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

The meeting was reopened to the public at 8:24 PM.

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

Selectman Couture motioned to leave the minutes of the second non-public session, on Legal Advice, unsealed. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau – absent. With all in favor, the motion passed unanimously with Owens and Landau absent.

Selectman Couture motioned to seal the minutes of the third non-public session, on Reputation, for an indefinite period. Selectman D’Angelo seconded the motion. A roll call vote was taken

Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau – absent. With all in favor, the motion passed unanimously with Owens and Landau absent.

V. Adjournment

Selectman Couture moved to adjourn the meeting. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau – absent. With all in favor, the motion passed unanimously with Owens and Landau absent.

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Janis A. Jalbert

Recording Secretary