

**Town of Chester
Board of Selectmen Meeting
Thursday, June 8th, 2017
Municipal Complex
Approved Minutes**

I Preliminaries

Call the Meeting to Order
Roll Call
Pledge of Allegiance
Chairman's Additions and Deletions
Public Comment
Approval of Minutes
Items for Signature
Eagle Scout Project
Quint Repairs
Wason Pond Bridge Repairs
Avatar Contract
BOS Goals for FY2017-2018
Roundtable
Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman Trask called this meeting of the Town of Chester Board of Selectmen to order at 7:01pm.

1.2 Roll Call

Selectmen present:

Cass Buckley
Jack Cannon
Steve D'Angelo
Jeremy Owens
Dick Trask

Members of the Public present, at various times:

Matthew Qualters, Eagle Scout Candidate
Molly Qualters
TJ Qualters
Penny Williams, Tri-Town Times

1.3 Pledge of Allegiance

Chairman Trask led the attendees in the Pledge of Allegiance.

1.4 Chairman's Additions and Deletions

Selectman Buckley asked to add one brief non-public session on Reputation.

1.5 Public Comments

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 week's meeting minutes is in the signature folder. Chairman Trask urged all members to read the minutes and indicate their approval.

2.2 Items for Signature

Among the items in the Signature Folder is a request by the Cub Scouts to have a bonfire at Wason Pond on the evening of Saturday, June 10th, 2017; this will be at the designated fire area around the back, not on the fields.

III. New Business

3.1 Eagle Scout Project and Release of Liability – Matthew Qualters

Matthew Qualters appeared before the Selectmen to report on his Eagle Scout project and to receive a release of liability.

Matthew built horseshoe pits and benches on Wason Pond property, near the Community Center, over two workdays. He thanked Lowes for giving him a 20% discount on supplies, as well as free shipping; he also thanked Bill Moreau for his assistance in the construction. There is a locked box of horseshoes at the Community Center, but users may also bring their own. The Wason Pond Commission has approved his project.

The Selectmen agreed that it was a great job and looked fantastic.

Vice-Chairman Cannon moved to accept Matthew Qualters' Eagle Scout Project and release him from liability; Selectman Owens seconded the motion. The vote was unanimous in the affirmative; motion carried.

The Qualters departed the meeting at 7:06pm.

3.2 Unanticipated Repair Capital Reserve Fund – Fire Department Quint

The Fire Department's Quint is in need of approximately \$3,700 worth of repairs, and Fire Chief Bolduc has requested that those funds be encumbered if at all possible. Finance Director Smith was also queried about the possibility of using funds from the "Unanticipated Repair Capital Reserve Fund"; she said that was permissible. The Selectmen would prefer to discuss this when Fire Chief Bolduc is able to be present.

3.3 Wason Pond Bridge Repairs

The bridges at Wason Pond were discussed at Monday night's Wason Pond Commission meetings. There are varying opinions on the condition of these bridges. Road Agent Oleson would like the Town Engineer to look at them; Maintenance Supervisor Amato believes that they should be closed.

The Wason Pond Commission members are not in favor of replacing these bridges with culverts, as they feel that would not match the aesthetics of the property; they would prefer wooden bridges. They believe that the steel beams are in good condition, and are researching the cost of lumber; they plan to

rebuild the bridges with volunteer labor.

Mr. Myette also noted that in order to use Conservation Funds for these repairs, a Public Hearing would be necessary; the intended use of those funds is for land purchases and acquisition. The Selectmen disagree with this opinion. According to RSA 36-A, *Conservation Commissions*, conservation funds can be expended for any conservation purpose by a vote of the majority of the Conservation Commission.

Vice-Chairman Cannon and Selectman Buckley both stated that they have visited the bridges in question recently and do not believe that they are in need of replacement for foot traffic. Horse traffic might be a different story, but it is not necessary for horses to use these bridges in order to get around the property. There was some discussion about the advisability of putting signs at the entrance to Wason Pond stating that the bridges are for foot traffic only; this would be a decision for the Wason Pond Commission.

3.4 Avitar Contract

Both Town Counsel and Primex have reviewed the contract from Avitar, and have found it to be acceptable. There was some question as to whether or not support would be unlimited while the users get up to speed; it appears that it is, through June 30th, 2018. MRI will be doing the data transfer for the same price that Avitar would have charged. There is no provision for termination, as it is a year to year contract.

Selectman Buckley moved to accept and sign the Avitar contract; Selectman D'Angelo seconded the motion. The vote was unanimous in the affirmative; motion carried.

3.5 Board of Selectmen's Goals for FY2017-2018

There was a meeting of some Department Heads this past week, and among the topics discussed as goals for the FY2017-2018 were job descriptions, reviews, and standard operating procedures. The Selectmen have goals as well; these are to rewrite the policies and procedures manual, the employee manual, and to put together an operating plan for the Town.

All Department Heads queried afterwards stated that it was a great meeting. These will be taking place the first Wednesday of each month.

IV. Selectmen's Business

4.1 Roundtable

Vice-Chairman Cannon:

- Nothing to report.

Selectman Owens:

- Nothing to report.

Selectman D'Angelo:

- The Fire Department has requested to encumber funds to purchase 4-Gas and CO meters, which are used to test air in buildings that the Firefighters need to go into; the Selectmen would like to know why this purchase was not part of the FY2017-2018 Budget request.
- He attended the Emergency Preparedness Conference last week, and was the only person from Chester in attendance. At this conference, he learned that there is a NH Public Works Mutual Aid program that costs \$25/year to join; he asked Selectmen Owens, as Liaison to the Highway Department, to ask Road Agent Oleson about this.
- Also at this same conference was the EMT who began the "Safe Station" program in Manchester,

where opioid users can receive assistance. Is this something that Chester would be able to implement?

- He would be interested in implementing a program to assist the Schools in emergency situations, and will speak with the School Board as well as Vern Thomas from Derry.

Selectman Buckley:

- Nothing to report.

Chairman Trask:

- Anyone interested in running for the recently vacated State Representative seat may register at the Town Clerk's Office on Monday, June 12th from 8am to 1pm, or Tuesday, June 13th from 12pm to 7pm. The Primary will be held on Tuesday, August 8th and the Special Election on Tuesday, September 26th, 2017.
- The Building Inspector asked the Selectmen to be reminded, and to remind other Boards and Committees, that they need to acquire permits should they decide to move forward with any of the jobs recently discussed, such as barn roofs or bridges.
- The Town has received an invitation to join the Association of Postal Lessors; this was not of interest to any of the Selectmen.
- Busche Academy will be having 100 new students beginning on Sunday, June 18th. Their opening ceremony will be on Wednesday, June 21st. Chairman Trask and Vice-Chairman Cannon were invited; may other Selectmen attend?
- The Regional Economic Development Center will be hosting a solar seminar for municipalities; this was not of interest to any of the Selectmen.

4.2 Public Comment

As no Members of the Public wished to be heard, Public Comment was closed at 7:37pm.

4.3 Non-Public Sessions

Selectman Buckley moved that the Board go into non-public session under RSA 91-A:3 II (a) Public Employees and (c) Reputation for two items each, and (e) Pending Litigation for one item; Selectman Owens seconded the motion. The vote was unanimous in the affirmative; motion carried.

The meeting room was closed at 7:37pm.

The meeting room was re-opened at 8:09pm.

Selectman D'Angelo moved that the Board come out of non-public session; Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman D'Angelo moved that the minutes to the first non-public session, on Public Employees, be sealed for an indefinite period; Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman D'Angelo moved that the minutes to the third non-public session, on Reputation, be sealed for a period of 90 days; Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman D'Angelo moved that the minutes to the fourth non-public session, on Reputation, be sealed for a period of 90 days; Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman D'Angelo moved that the minutes to the fifth non-public session, on Pending Litigation, be sealed for an indefinite period; Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.

V. Adjournment

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, June 22nd, 2017.

Selectman D'Angelo moved to adjourn the meeting; Vice-Chairman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.

The meeting was adjourned at 8:10pm.

Respectfully Submitted,

Debra H. Doda
Recording Secretary