

**Town of Chester
Board of Selectmen’s Meeting
Thursday, November 18, 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
Budgets
Paul Foscitt – Pomp Road Property
Scheduling of Town-Owned Properties
RFP for Fire Department Assessment
Chairman’s Announcements
Roundtable
TA Report
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman Myette called the meeting of the Chester Board of Selectmen to order at 7:02pm.

1.2 Roll Call

Selectmen Present:

Chuck Myette
Jeremy Owens (Remotely)
Steve Couture
Steve D’Angelo
Stephen Landau

Members of the Public Present at various times:

Aaron Berube, Police Chief (Remotely)
Mark Desiderio, Spring Hill Farm Advisory Committee member
Paul Foscitt
Susan Foscitt
Phil Gladu, Acting Fire Chief
Alex Hodosi, Fire Department
Rhonda Lamphere, Treasurer
Nancy Myette
Kim Rairdon, Spring Hill Farm Advisory Committee member

51 Corinna Reishus, Recreation Director

52
53 and other persons unknown to the Recording Secretary.

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55 *1.3 Pledge of Allegiance*

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57 Chairman Myette led the attendees in the Pledge of Allegiance.

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59 *1.4 Chairman’s Additions or Deletions*

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61 None

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63 *1.5 Public Comment*

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65 Chairman Myette opened the meeting to public comment at 7:03pm.

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67 As no Members of the Public wished to be heard, Public Comment was closed at 7:04pm.

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69 **II. Old Business**

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71 *2.1 Approval of Minutes*

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73 An approval sheet for the previous meeting’s minutes was sent electronically.

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75 *2.2 Items for Signature*

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77 All members reviewed and signed the items in the signature folder.

78
79 **III. New Business**

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81 *3.1 Budgets*

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83 *3.1.1 Budget Committee (Continued to later in meeting)*

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85 *3.1.2 Conservation Commission (Continued to later in meeting)*

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87 *3.1.3 PACT*

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89 Selectman D’Angelo advised at the PACT meeting it was decided to withdraw the PACT budget
90 request and leave \$1 in the budget for FY 22-23. PACT is still looking for a part time coordinator
91 and Mr. Grimm is working about 20 hours a week in the studio.

92
93 *3.1.4 Spring Hill Farm*

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95 Mr. Mark Desiderio and Ms. Kim Rairdon presented a flat budget for Spring Hill Farm. The ADA
96 review has been done and the committee is raising money for the special projects. Selectman
97 Landau inquired if the ramp should come out of the maintenance budget as it is a maintenance item.
98 Chairman Myette advised money was raised from Fall Fest and the Trail Ride for an ADA ramp and
99 power assist door. He advised inside doors would need to be widened but that is simple carpentry
100 and money would need to be raised to update the bathroom.

The Spring Hill Farm Advisory Committee is doing a quarterly newsletter. It is posted on the town’s website and emailed. If someone wishes to be put on the email list, please email the trust at SHFTrust@yahoo.com.

3.1.5 Trustees of the Trust Fund (Continued to later in meeting)

3.1.6 Wason Pond Commission, WP Caretaker Cottage, WP Bath House (Continued to later in meeting)

3.1.7 Treasurer

Ms. Lamphere presented a flat budget for FY 22-23.

Selectman D’Angelo asked if she was considering running again. Ms. Lamphere advised she will be running one more time. She has a plan and will give the Selectmen a year’s notice. Since this is not something one can just turn over, she is willing stay as deputy for a year. Ms. Lamphere mentioned this is now a part-time job not just a few hours a week anymore.

3.1.1 Budget Committee (Continued)

Chairman Myette presented a flat budget for the Budget Committee.

3.1.2 Conservation Commission (Continued)

Chairman Myette presented a flat budget for the Conservation Commission.

3.1.5 Trustees of the Trust Fund (Continued)

Chairman Myette presented a flat budget for the Trustees of the Trust Funds.

3.1.6 Wason Pond Commission, WP Caretaker Cottage, WP Bath House (Continued)

Selectman Landau questioned the electricity increase for the caretaker cottage. Recreation Director Reishus explained that is for the buildings near the cottage also. The other increase to the budget is beach maintenance. Sand has not been brought in many years, and a permit from the state is needed.

3.2 Paul Foscitt- Pomp Road Property

Mr. Foscitt and Ms. Foscitt recently purchased Map 2 Lot 38 on Pomp Road. They are fully aware that the property is located on a Class VI Road and there will be guidelines and hurdles to obtain a building permit on the property.

Mr. Foscitt explained he would like to utilize 366 ft of the Class VI section of Pomp Road as a driveway. He is willing to upgrade the road and place a culvert where needed to obtain a building permit. Also, there is a gate installed that is damaged that he is willing to relocate for the town. Chairman Myette mentioned the gate was placed because there was a lot of ATV and truck traffic and the residents complained.

Mr. Foscitt asked why the town does not allow a building permit on a Class VI Road. Selectman D’Angelo stated RSA 674:41 does not allow towns to build on Class VI Roads. Mr. Foscitt mentioned the previous landowner was working with the Board of Selectmen and it was agreed that there could be one building permit on the property. The Board cannot give the authority to build on a property that is located on a Class VI Road, and the road cannot be upgraded by the property owner to a Class V Road.

Selectman D’Angelo suggested the Foscitts consult with a land use attorney before going any further.

3.3 Scheduling of Town-Owned Facilities

Selectman Couture is asking for amended covid requirements for the use of the MPR. The MPR currently has to be cleaned before use which is limiting the use. He is looking to eliminate cleaning after every use.

Chairman Myette suggested having groups pay a surcharge to have the MPR cleaned otherwise the town should stay with the CDC guidelines. Currently they have youth and fitness activities.

Vice Chairman Owens asked if the town is turning away activities. He mentioned the school is being stricter than the town on what they are mandating for activities. Recreation Director Reishus stated NH Parks and Recreation points everyone to follow the CDC guidelines.

Selectman Landau stated a conflict of interest so he will not be a part of the discussion.

Selectman Couture mentioned the pandemic is in year two and it does not look like it is going away anytime soon. He asked if this is how we want to continue to run the town. Emergency Management Director Gladu advised the Board needs to look at the big picture. This is not going away and if people have concerns, they can take precautions.

Vice Chairman Owens reminded the Board this is new having all the recreation programs in the MPR, in the past some events were held at Chester Academy.

Recreation Director Reishus advised the Stevens Hall elevator is out of service and the building should be closed as it does not meet accessibility requirements. The part has been ordered but there is no timeframe as to when it will be fixed.

The 300th can still hold their event but will need to provide accommodations. They will need a handicap accessible portable, and any refreshments will need to be served outside as well.

Selectman D’Angelo requested the letter Building Inspector Bunker received from the AG’s office be shared with the Board.

Chairman Myette advised Recreation Director Reishus plan alternate arrangements for the groups using the Stevens Hall building. Another discussion on these topics will be added to the agenda when Recreation Director Reishus is back from vacation.

3.4 RFP for Fire Department Assessment

Chairman Myette mentioned he spoke to Mr. Brian Duggan about the assessment needed for the Fire Department. MRI recommended him and he has done both Fire and Police Department assessments in the past.

Chairman Myette suggested engaging with a consultant on an hourly basis. Acting Fire Chief Gladu asked what the end goal is for the assessment. Chairman Myette advised they are looking for short- and long-term goals. This will also assess where we want to be, and the resources needed to get to the goal. He advised this is a road map to the future and will need revisions every year or so.

Acting Fire Chief Gladu has read the Town of Auburn’s assessment plan and advised there is nothing in the report that Chester is not already addressing.

Chairman Myette mentioned the costs for a quick assessment versus what the town is looking for. Selectman Landau feels the assessment is not necessary and he is not sure where the money would come from.

Selectman Couture pointed out the Board agreed to an assessment a few months ago and this is bringing the Board closer to having it done.

Selectman Couture motioned to get the resume and sample assessments from Brian Duggan for the Board to review. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau – nay. With four in favor the motion passes.

IV. Selectmen’s Business

4.1 Chairman’s Announcements

Chairman Myette announced a motion is needed to allow Town Administrator Doda to sign the contracts with the State for the Household Hazardous Waste collection day.

Selectman Couture motioned to enter into a contract with the Department of Environmental Services to hold a Household Hazardous Waste collection event and that the Board voted to grant Town Administer Doda the authority to sign contracts with the State. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With all in favor the motion passed.

Chairman Myette reported Maintenance Director Cavanaugh is looking for a decision on the much-needed cardboard compactor at the Transfer Station.

Selectman D’Angelo motioned to enter into a contract for a cardboard compactor at the Transfer Station. Selectman Couture seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With all in favor the motion passed.

Chairman Myette announced the following meetings for next week:

No meetings are scheduled for the week of Thanksgiving.

Wednesday, December 1, 2021 Planning Board Meeting at 7:00pm

Thursday, December 2, 2021 Board of Selectmen Meeting at 7:00pm

Chairman Myette announced the following events:

Thursday, November 25, 2021, and Friday November 26, 2021, the town offices will be closed for the Thanksgiving holiday.

4.2 Roundtable

Selectman Landau has one non-public on employment this evening. Selectman Landau reopened the Park Ranger discussion from a previous meeting. He still feels the Park Ranger should not be under the Recreation Department. Selectman Couture inquired about who would supervise him if he was moved to the ACO budget. Selectman Landau stated Town Administrator Doda will supervise him and the schedule at Wason Pond will be decided by Recreation and the Wason Pond Commission.

Selectman Landau motioned to move the Park Ranger from the Recreation budget to the ACO budget. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With all in favor the motion passed.

Selectman Landau motioned to have Dubois & King give an estimate on the engineering and repair costs for the red listed bridges in town. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With all in favor the motion passed.

Chairman Myette suggested writing a letter of intent to let the state know the town has red listed bridges and would like to be considered for future possible money for infrastructure. Selectman D’Angelo will draft a letter to Chester’s Representatives advising them these are priorities in town.

Selectman Landau mentioned there is still no decision on if the Town Fair and 300th will hold an event together. He asked for the Board to consider hiring a cleanup crew for the event.

Selectman Landau motioned to hire a cleanup crew for after the town fair and 300th event. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With all in favor the motion passed.

Selectman D’Angelo suggested reaching out to the Fire, Police and Highway Departments to hire them as well.

Since this will be a big event and volunteers are needed for the midway, he suggested utilizing the summer temporary employees to help run the midway.

Selectman Landau motioned to hire people to work the midway at the town fair and 300th event. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With all in favor the motion passed.

Selectman Landau mentioned the 300th will need help from either Maintenance or the Fire Department to get buntings up on various town owned buildings.

Selectman D’Angelo brought attention to the phone extension list and the town needs to start planning for retirements because there are many names on the list that are getting close to retiring. It was suggested to add the names of the departments the employee works in to the list.

Selectman Couture
Nothing to report

Chairman Myette
Nothing to report

Vice Chairman Owens has one nonpublic under reputation.

4.3 Town Administrator’s Report

Chairman Myette mentioned the town has a new phone system; it is a little confusing, but all the phone extensions have stayed the same.

Selectman Landau advised the gutters were repaired and a partial repair on the roof has been finished at Stevens Hall. There is some rot in the timbers that will need to be repaired in the future.

4.4 Non-Public Session(s)

Chairman Myette announced three non-public sessions on reputation and employment.

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (b) Employment and (c) reputation. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens –aye, Couture – aye, Landau –aye. With all in favor the motion passed.

The meeting was closed to the public at 9:23 PM

Selectman Landau 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 –aye. With four in favor, the motion passed with Owens absent.

The meeting was reopened to the public.

Selectman Landau motioned to seal the minutes of the first non-public session, on Employment, for a period of thirty (30) days. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau –aye. With four in favor, the motion passed with Owens absent.

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

Selectman Landau motioned to seal the minutes of the third non-public session, on Reputation, for a period of ninety (90) days. Selectman D’Angelo seconded the motion. A roll call vote was

taken; Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau –aye. With four in favor, the motion passed with Owens absent.

Selectman Landau motioned to seal the minutes of the fourth non-public session, on Reputation, for a period of thirty (30) days. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau –aye. With four in favor, the motion passed with Owens absent.

Selectman Landau motioned to seal the minutes of the fifth non-public session, on Financial Information, for a period of thirty (30) days. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau –aye. With four in favor, the motion passed with Owens absent.

V. Adjournment

Selectman Landau 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 – aye. With four in favor, the motion passed with Owens absent.

The meeting was adjourned.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary