

**Town of Chester
Board of Selectmen’s Meeting
Thursday, October 21, 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
Transfer Station Snowplow Bid Opening
Chairman’s Announcements
Roundtable
Potential Non-Public Sessions
Adjournment

1.1 Call to Order

Vice Chairman Owens called the meeting of the Chester Board of Selectmen to order at 7:01pm.

1.2 Roll Call

Selectmen Present:

Steve D’Angelo
Stephen Landau
Jeremy Owens
Steve Couture

Selectmen Absent:

Chuck Myette

Town Administrator Debra Doda

Members of the Public Present at various times:

Aaron Berube, Police Chief (Remotely)
Myrick Bunker, Building Inspector (Remotely)
Andrew Hadik, Town Planner
Aaron Hume, Planning Board
Billie Maloney, ZBA
Russ Norman
Corinna Reishus, Recreation Director
Evan Sederquest, Planning Board

Rick Snyder, Planning Board
Mike Weider, Planning Board
Mike Willinsky (Remotely)

and other persons unknown to the Recording Secretary.

1.3 Pledge of Allegiance

Vice Chairman Owens led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions or Deletions

Assessing Budget has been moved to the next meeting.

1.5 Public Comment

Vice Chairman Owens opened the meeting to public comment at 7:02pm.

Mr. Russ Norman, 523 Raymond Road, explained a warrant article was passed at the Town Meeting for Chester to have its own representative. After going to the courts and calling a representative for support it does not seem like the town will get their own representative.

Mr. Andrew Hadik pointed out the representative districts are dependent on the state and the census. The full census takes up to a year to process and the new maps have not been released showing the changes in in representative districts.

As no other Members of the Public wished to be heard, Public Comment was closed at 7:05pm.

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.

III. New Business

3.1 Budgets

3.2.1 Assessing (deleted)

3.2.2 Planning (moved to later in the meeting)

3.2.3 Zoning

Ms. Billie Maloney and Mr. Rick Snyder presented the ZBA budget with a 5.3% increase. Due to the increase in cases the ZBA has increased office supplies, postage, advertising, and recording fees on the budget.

Finance Director Smith made the necessary adjustments to the salary line based on the matrix.

3.2.2 Planning Board

The Planning Board and Town Planner Hadik presented the Planning Department Budget with an increase of 14.94% increase.

Mr. Snyder advised there are changes happening with Class VI Roads; and Planning, Zoning, and the Board of Selectmen should be on the same page. It was suggested to read some of the case laws on the subject.

Town Planner Hadik is asking for a part time clerk to help with the workload. It was suggested the position be full-time with the intention of the training the person to take over when Town Planner Hadik retires. The Planning Board will discuss at their next meeting and come to another Selectmen’s meeting with a revised budget. An inquiry will also be made to Southern NH Planning Commission (SNHPC) asking if they have any candidates for the potential position.

3.2.4 Building Department

Building Inspector Bunker presented the Building Department Budget with a 3.91% increase. Selectman Couture mentioned the increase is mostly salaries.

Building Inspector Bunker mentioned Administrative Assistant Wilson is studying to get her Building Inspectors Certification within the next 6-8 months and by next summer be promoted to Permit Tech. She will then continue to work on getting more certifications and by the end of 2023 she will be promoted to Assistant Building Inspector. When Building Inspector Bunker retires Ms. Wilson will be ready to step into the position.

Selectman D’Angelo asked about the current workload in the Building Department. Building Inspector Bunker advised the department is steady and it will be a year to eighteen months before the proposed subdivisions start to build. He does not expect to see a crazy increase.

Selectman D’Angelo questioned what has been built in town from January to September. Building Inspector advised many permits were pulled for pools, decks, sheds, garages, and he estimated between 15 to 18 permits were pulled for new construction.

3.2.5 Parks and Recreation, Wason Pond Commission- Recreation, Town Fair Fireworks

Recreation Director Reishus presented the Parks and Recreation budget with an increase of 4.34%

Recreation Director Reishus advised electricity was decreased by \$100.00 and dues and subscriptions was increased by \$100.00. Senior programs have increased to allow for summer fitness sessions. The seniors are meeting for coffee in the Community Center on Tuesday morning.

Cork tiles were ordered for the Community Center to create a sound barrier utilizing money donated from the Wason Pound Pounder Group along with the Recreation budget.

Town Administrator Doda questioned the portables line not being increased and if there would be enough money in the budget for portables. Recreation Director Reishus advised the school and baseball groups share the cost for portables instead of Recreation, which allows Recreation portables to be pulled if needed.

Selectman Landau mentioned having a permanent bathroom unit put on the CIP. Recreation Director Reishus advised it is on the CIP for Wason in FY 2025-2026 and the Town Fields will be added to the CIP next year. The easement on Wason allows for the bathhouse to be replaced but we need to lock it at night and town resources will be needed for that.

Recreation Director Reishus presented the Wason Pond Commission- Recreation and Town Fair Fireworks budgets with no increases.

Selectman Landau inquired why Town Fair is doing fireworks this year instead of having the 300th do the fireworks. Recreation Director Reishus mentioned if Town Fair does not happen then the 300th could have the fireworks. Selectman Landau believes Town Fair should happen and the 300th could do the fireworks. Recreation Director Reishus mentioned the budget is \$7K and it costs the town \$8K but a better show would cost the town \$10K.

Selectman Landau mentioned there are increases on other budgets and the Town Fair Fireworks budget could be used to offset. Recreation Director Reishus mentioned the possibility of having Town Fair in a different month if it not combined with the 300th Grand Finale event. Vice Chairman Owens advised a commitment from the 300th would be needed prior to taking the money away from the Town Fair Fireworks budget. Recreation Director Reishus requested the money be given back in the following budget if it is taken this year.

Selectman D’Angelo asked if Wason Pond could be used for any of the fairs. Recreation Director Reishus advised it could be used but electricity would have to be brought in.

Recreation Director Reishus mentioned the clean up from the fireworks was crazy this year.

3.3 Transfer Station Snowplow Bid Opening

Vice Chairman Owens presented the only bid received by the same vendor as the prior year.

Selectman Landau motioned to accept the bid for Transfer Station Snowplowing. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – absent, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With four in favor, the motion passed unanimously with Myette absent.

IV. Selectmen’s Business

4.1 Chairman’s Announcements

Vice Chairman Owens announced the following events:

Saturday, October 23, 2021	Covid-19 Vaccination Clinic and Drug Take Back Day at the Transfer Station from 10:00am to 2:00pm
	300 th Anniversary Gala at 6:00pm

199 Haunted House at the Library 6:00pm to 8:00pm

200

201 Saturday November 6, 2021 Scouting for Food at the Transfer Station

202

203 Saturday November 13, 2021 Scouting for Food at the Transfer Station

204

205 Vice Chairman Owens announced the following meetings for next week:

206

207 Monday, October 25, 2021 Spring Hill Farm Meeting at 7:00pm

208

209 Tuesday October 26, 2021 300th Anniversary Committee Meeting at 7:00pm

210

211 Wednesday, October 27, 2021 Planning Board Meeting at 7:00pm

212

213 Thursday, October 28, 2021 Board of Selectmen Meeting at 7:00pm

214

215 4.2 Town Administrator's Report

216

217 *Nothing to report*

218

219 4.3 Roundtable

220

221 Selectman Landau mentioned he will purchase candy for Trick or Treat and pass it out and the MPR
222 will be open for the public to use the restrooms.

223

224 Selectman Landau and Town Administrator Doda have been researching event insurance for the
225 parade the 300th Anniversary Committee is having. The 300th has arrangements with individuals to
226 park cars on their properties for the parade and grand finale events. Insurance costs may be
227 minimal with the right company.

228

229 Selectman Landau attended the Town Fair Wrap Up Meeting along with the 300th and a sound
230 system was mentioned along with an officer asking for more lights for the fair. If the 300th takes
231 over the fireworks, the money in that budget could be used to purchase a sound system. As for the
232 lights, Acting Fire Chief Gladu was asked to look for possible grants. Selectman D'Angelo suggested
233 calling the state to see if they had any available.

234

235 Selectman Landau stated the Town Fair Committee is having a hard time getting volunteers.
236 Cleaning up after the Town Fair is extensive and the town should consider hiring Labor Ready to
237 clean the fields and inviting the volunteers to a thank you breakfast.

238

239 Selectman Landau mentioned surveying the corner boundaries of the new conservation property
240 and the town fields is in the works. Surveying and marking the boundaries for all town properties
241 could take years. Selectman Couture inquired if the town should go out to bid to have a surveyor on
242 retainer instead of using the town engineer. Selectman Landau will find out what the bid for Dubois
243 & King was and bring it back up at another meeting.

244

245 Selectman Landau has one nonpublic on reputation and Selectman D'Angelo has one on legal.

246

247 Selectman Couture advised he is working with Town Administrator Doda on financial procedures.
248 There are statutes the town needs to have in place which includes an investment policy and

procedures on how our finances are handled in the town offices. Next meeting will be a discussion on the Solar RFP received.

Vice Chairman Owens
Nothing to report

4.4 Non-Public Session(s)

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

The meeting was closed to the public at 8:09 PM.

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

The meeting was reopened to the public at 8:26 PM.

Selectman Landau motioned to seal the minutes of the first non-public session, on Legal Advice, for a period of one (1) year. Selectman D’Angelo seconded the motion. A roll call vote was taken; Myette – absent, D’Angelo – aye, Owens – aye, Couture – aye, Landau –aye. With four in favor, the motion passed unanimously with Myette absent.

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

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

V. Adjournment

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

The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary