

**Town of Chester  
Board of Selectmen’s Meeting  
Thursday, December 9, 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  
Fire Department New Member Introduction  
Formation of DPW Discussion  
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 7:01pm.

*1.2 Roll Call*

Selectmen Present:

Chuck Myette  
Steve Couture  
Steve D’Angelo  
Stephen Landau

Selectmen absent:

Jeremy Owens

Town Administrator Debra Doda

Members of the Public Present at various times:

Aaron Berube, Police Chief (Remotely)  
Phil Gladu, Acting Fire Chief  
Liz Lufkin, Town Clerk / Tax Collector (Remotely)  
Nancy Myette  
Mat Stover

and other persons unknown to the Recording Secretary.

51  
52 *1.3 Pledge of Allegiance*  
53

54 Chairman Myette led the attendees in the Pledge of Allegiance.  
55

56 *1.4 Chairman’s Additions or Deletions*  
57

58 3.1 Fire Department New Member Introduction was moved to the December 16<sup>th</sup> meeting.  
59

60 *1.5 Public Comment*  
61

62 Chairman Myette opened the meeting to public comment at 7:01pm.  
63

64 As no Members of the Public wished to be heard, Public Comment was closed at 7:02pm.  
65

66 **II. Old Business**  
67

68 *2.1 Approval of Minutes*  
69

70 An approval sheet for the previous meeting’s minutes was sent electronically.  
71

72 *2.2 Items for Signature*  
73

74 All members reviewed and signed the items in the signature folder.  
75

76 **III. New Business**  
77

78 *3.1 Fire Department New Member Introduction*  
79

80 Moved to the December 16, 2021, Board of Selectmen Meeting.  
81

82 *3.2 Budget Committee Calendar Discussion*  
83

84 The Selectmen looked over the timeline and advised it should be put up on the town website for the  
85 public to view. Selectman Couture indicated that the Budget Committee wished to review it one  
86 more time first.  
87

88 *3.3 Formation of DPW Discussion*  
89

90 Chairman Myette explained the Road Agent warrant article is to change from an elected position to  
91 an appointed position. Another consideration is if the position should be Road Agent or Public  
92 Works Director. It could be hard to find someone who can do it all. Selectman Landau agrees having  
93 a Public Works Director handling more than the roads and bridges in town might be too much for  
94 one person.  
95

96 Selectman Landau has concerns with equipment that could be expensive to purchase. If the town  
97 continues with an elected Road Agent, will that person have their own equipment, or does the town  
98 have the equipment if the position is appointed? It was pointed out the town could continue to  
99 utilize M.L.M. Construction if Mr. Oleson is not the Road Agent.  
100

Selectman D’Angelo mentioned a building would be needed. He stated the Farris Auto Repair building was built a few years ago for about \$400K and that size would be suitable for what the town needs.

Selectman D’Angelo stressed more information is needed before a decision can be made. Chairman Myette recommended forming a small committee to work on gathering all the information needed for the Board of Selectmen make an informed decision.

Mr. Stover, 124 Chester Street, advised there needs to be a plan to present to the townspeople not just a warrant article at Town Meeting.

There will be a committee kick off meeting next week. The committee would consist of citizens in town, Road Agent Oleson, Mr. Stover, and a member of the Finance Department, Budget Committee, and a Selectman.

#### **IV. Selectmen’s Business**

##### *4.1 Chairman’s Announcements*

Chairman Myette advised a motion is needed for a refund request. Town Clerk /Tax Collector Lufkin mentioned the individual came to the office and requested a refund for the town portion of the motorcycle registration that he sold. He had a copy of the check from the state refunding the state portion and is now requesting a refund for the town’s portion. She advised he would need to write a letter to show proof and then the Board of Selectmen would need to approve the request.

Ms. Lufkin advised these requests are not handled by the town clerk’s office and suggested the Board may want to discuss the criteria for such requests. It was suggested the Town Clerk’s office have a form explaining what is needed for a such requests.

The Board asked for a request for action or a letter explaining why he is requesting the refund.

Chairman Myette announced the following meetings for next week:

Monday December 13, 2021	Recreation Commission Meeting at 7:00pm
--------------------------	---

Tuesday, December 14, 2021	300 <sup>th</sup> Anniversary Committee Meeting at 7:00pm Conservation Commission Meeting at 7:00pm
----------------------------	--

Wednesday, December 15, 2021	Planning Board Meeting at 7:00pm
------------------------------	----------------------------------

Thursday, December 16, 2021	Board of Selectmen Meeting at 7:00pm
-----------------------------	--------------------------------------

Chairman Myette announced the following events:

Now until January 9, 2022	5:00pm to Midnight the Christmas Tree in front of Stevens Hall will be lit up.
---------------------------	--

Friday, December 10, 2021	Polar Express Tours at the Library 5:30pm -7:30pm Registration is required
---------------------------	--

Saturday, December 11, 2021 Breakfast with Santa at the MPR 8:00am to 11:30am. This is a reservation only event.

*4.2 Roundtable*

Selectman Landau stated the revised Capital Improvement Plan (CIP) eliminated the design plans and construction for the Police Department building. Chairman Myette advised it kept getting pushed out, if it is going to happen then the Board of Selectmen can identify what year it can go on the CIP. Selectman Landau advised it is still being looked at and just needs an acceptable plan to bring to the legislative body.

Selectman Landau feels the Wason Pond well pump and water line should be under the General Government as it is a maintenance item. Selectman D’Angelo pointed out Recreation has \$72K in impact fees that could pay for a new well pump and water line. Recreation impact fees cannot be used if the item is moved to General Government.

Selectman Landau suggested a warrant article to move Town Meeting to May. Also, the town understands where the current budget is with May being closer to the fiscal year end. Selectman D’Angelo pointed out the town has yet to have a March Town Meeting. He would like to see if the turnout is better in March versus May. The whole purpose was to bring the school and town budget meetings closer together.

Selectman Landau mentioned a call was received complaining about the town spending \$15K on the Tree in front of Stevens Hall. This figure is incorrect. The tree was donated and the 300th Anniversary Committee members decorated it. Also, the Lions Club donated the refreshments at the tree lighting. He applauded the 300th and all involved with the tree lighting.

Selectman D’Angelo questioned if the board of Selectmen would like to push out or pull items into the 22-23 fiscal year on the CIP. Chairman Myette mentioned the CIP needs to be cleaned up.

Chairman Myette inquired if Shepard Home Road bridge engineering should be moved to fiscal year 22-23. Selectman D’Angelo feels it should be moved seeing as there could be more infrastructure money in the future.

Chairman Myette mentioned the Wason Pond bridge reconstruction is under recreation for fiscal year 22-23 and suggested it be moved to fiscal year 23-24. With engineering still needed it might not be ready for reconstruction in the next budget. Selectman D’Angelo inquired if the pavilion should be moved closer and use impact fees to construct it. It was noted some impact fees would be used for engineering of the bridge and there might be grants available for the construction of the bridge.

Selectman D’Angelo suggested moving the bridge out to another year and the pavilion in to FY22-23 and noted the pavilion would benefit the summer program.

Chairman Myette stated the CIP is a great tool but is not being used as a tool to plan the funding. Fiscal Year 22- 23 is \$2.1M currently. Will it be feasible for the town to fund all the projects utilizing taxation, impact fees, or other revenue and if not, some may have to be moved out on the table.

Selectman D’Angelo inquired if the board planned to put more money into the warrant article for the Fire Department Apparatus fund. Chairman Myette indicated the Board needs to come up with a number for the warrant article. That will be decided at a future meeting.

Selectman D’Angelo commented on a few items on the Town Administrator’s report. He pointed out the town has been notified of a few Covid-19 exposures from events being held. Selectman D’Angelo questioned if we need to require testing before coming into the facility.

Chairman Myette asked if there are new recommendations. Acting Fire Chief Gladu stated nothing new or different from the CDC or State. He mentioned he read that the Johnson & Johnson vaccine is not 100% effective with the new omicron variant and a fourth vaccine dose may be coming.

Selectman Couture asked when the Board of Selectman will vote or decide on the budgets. He suggested having a workshop. The budget has an increase of 10.4% and needs to be reduced. Selectman D’Angelo pointed out Highway Department and Police Department are the main sources for the budget increase and should be revisited. The budget discussion will be added to the December 16<sup>th</sup> meeting.

Selectman Couture asked about the Solar Array contract revisions. Town Administrator Doda advised she is still working on a revised contract.

Chairman Myette  
*Nothing to report*

#### *4.3 Town Administrator’s Report*

Town Administrator Doda  
*Nothing to report*

#### *4.4 Non-Public Session(s)*

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

***Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (a) public employees, (b) employment, and (c) reputation. 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 closed to the public at 8:31 PM

***Selectman Landau motioned to come out of non-public session. 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 reopened to the public at 9:24 PM.

***Selectman Landau motioned to seal the minutes of the first 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 –aye. With four in favor the motion passed with Owens 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 – 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 Public Employees, 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 –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 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.***

#### **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 at 9:26 PM.

Respectfully submitted,

Janis A. Jalbert

Recording Secretary