

**Town of Chester  
Board of Selectmen’s Meeting  
Thursday, February 17, 2022  
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  
Clarification of Highway CIP Warrant Article  
Infrastructure Grants  
300<sup>th</sup> Anniversary Committee  
PACT Fund  
Chairman’s Announcements  
Roundtable  
TA Report  
Action Items  
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  
Jeremy Owens  
Steve Couture  
Steve D’Angelo (Remotely)  
Stephen Landau

Town Administrator Debra Doda

Members of the Public Present at various times:

Aaron Berube, Police Chief (Remotely)  
Bob Grimm, PACT (Remotely)  
Chris Hadik, 300<sup>th</sup> Anniversary Committee Member  
Rhonda Lamphere, 300<sup>th</sup> Anniversary Committee  
Nancy Myette  
Mike Oleson, Road Agent

Corinna Reishus, Recreation Director (Remotely)  
Sue Reiter, 300<sup>th</sup> Anniversary Committee Member  
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 7:02pm.

As no 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.

## **III. New Business**

### *3.1 Clarification of Highway CIP Warrant Article*

Road Agent Oleson wanted to clarify the Highway CIP funding and projects. The total amount for projects is one million five hundred one thousand seven hundred thirty-four dollars (\$1,501,734). The five hundred fifty-one thousand seven hundred thirty-four (\$551,734) in ARPA Funding is being used for the Cole Road project, two hundred and fifty thousand (\$250,000) is for engineering red listed bridges, and about seven hundred thousand (\$700,000) is for roadwork.

Road Agent Oleson advised the budget for the roads is always around \$1.2 million. He will plan the roadwork for the year with the \$700K in the warrant article. The town will not get as much work done due to the lower budget and increased pricing on asphalt, trucking, and aggregate.

Road Agent Oleson would like to plan on finishing Jennifer Drive and laying topcoats down on some of the roads that have binders on them.

Chairman Myette mentioned the Town is aggressively looking at grants for roadwork.

99  
100 *3.2 Infrastructure Grants*  
101

102 Road Agent Oleson suggested Halls Village Road would be a good road for the infrastructure grant.  
103 It is a cut through road that is ready for reclaiming other than engineering on the culvert crossing.  
104

105 Chairman Myette mentioned the federal infrastructure grants are going to New Hampshire DOT and  
106 will not be going to municipalities. There are still options for the bridge programs which require a  
107 match of twenty percent from the town. Road Agent Oleson believes there are a couple bridges in  
108 the program, but the town was told it could be years before the project can be done.  
109

110 Selectman Couture mentioned forwarding a Request for Proposal to Town Administrator Doda for  
111 the Coastal Critical Flood Risk Infrastructure grant. With all the documentation for Cole Road this  
112 grant might be an option. This grant along with all the other grants will be very competitive.  
113

114 Chairman Myette mentioned the bridge program requires a match while other grants do not. Road  
115 Agent Oleson pointed out a 20% percent match is better than the town paying the entire bill.  
116

117 Selectman Landau inquired about the possibility of a bridge on Halls Village Road. Road Agent  
118 Oleson feels it may just need a box culvert and not a bridge, but the drainage calculations need to be  
119 done.  
120

121 A grant writer might be needed to help write the grants.  
122

123 *3.3 300th Anniversary Committee*  
124

125 The Christmas tree has been removed from the center of town and has been cut for the Spring Hill  
126 Winter fest bonfire.  
127

128 Mr. Hadik is asking the board for permission to have a beer and wine vendor at the closing  
129 ceremony in September. This would be set up for the barbeque and possibly after the fireworks.  
130 Mr. Hadik advised the committee met with Chief Berube and discussed what would be needed from  
131 a law enforcement perspective. The vendor advised the requirements are normal and they wouldn't  
132 have an issue complying. The 300<sup>th</sup> will also meet with the Technical Review Committee.  
133

134 Chairman Myette mentioned checking with our insurance company for any issues with the liability  
135 for the event. Mr. Hadik advised the vendor hired will have all the required insurance.  
136

137 Selectman Landau mentioned Chief Berube will sign off on the cannons being fired if the Board of  
138 Selectmen approve.  
139

140 Recreation Director Reishus is working with the 300<sup>th</sup> Committee on an area where the barbeque  
141 can be set up and the room needed for the event. The midway and food vendors will end at 6pm and  
142 the 300<sup>th</sup> will oversee the event at that time.  
143

144 Mr. Hadik mentioned with uncertainty of the weather he would like a tent; however, a permit  
145 would be needed. Selectman Landau advised to place a tent on the field the property will need to  
146 be surveyed. He has been in contact with Dubois and King about the survey.  
147

***Vice Chairman Owens motioned to approve beer and wine at the town fair contingent upon vendor and insurance. Selectman Landau 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 advised the 300<sup>th</sup> Committee will be placing the order for the time capsule that the Board of Selectmen had agreed to purchase. He mentioned the Board of Selectmen needs to grant permission to bury the time capsule on the lawn of Stevens Hall with a flush stone monument on it.

***Selectman Landau motioned to grant permission for the time capsule to be buried on Stevens Hall Lawn with a stone monument. 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.***

Ms. Lamphere inquired if the elevator would be fixed at Stevens Hall by May. Selectman Landau advised there is still one more part needed, and it will be done if at all possible. Chairman Myette mentioned if it is not the 300<sup>th</sup> would have to make ADA accommodations.

#### *3.4 PACT Fund*

Selectman D’Angelo asked what the plan is for spending the money in the PACT Fund. Currently it has about \$88K with additional money every quarter. Mr. Grimm mentioned discussions around upgrades for audio and video for both the school and town at the next PACT meeting.

Mr. Grimm advised PACT is still looking for volunteers and has some interest from a couple of individuals.

### **IV. Selectmen’s Business**

#### *4.1 Chairman’s Announcements*

Chairman Myette announced the following meetings for next week:

Monday, February 21, 2022	Winter Carnival Working Group Meeting at 6:00pm Budget Committee Meeting at 7:00pm Spring Hill Advisory Committee Meeting at 7:00pm
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Wednesday, February 23, 2022	Planning Board Meeting at 7:00pm
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Thursday, February 24, 2022	Board of Selectman Meeting at 7:00pm
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Chairman Myette announced the following upcoming events:

Saturday, February 26, 2022	Spring Hill Farm Winterfest from 2:00pm to 7pm. Many events are planned; the event will end with a bonfire from 5:00pm to 7:00pm.
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#### *4.2 Roundtable*

198 Selectman Landau has one nonpublic.

199  
200 Selectman Couture mentioned the solar initiative ran out of space at the landfill. The company  
201 offered to continue working with the town at another location. Chairman Myette suggested forming  
202 a small advisory committee that can look at potential town properties that could be considered.

203  
204 Town Administrator Doda advised the warrant article could be amended at town meeting to not be  
205 site specific.

206  
207 Selectman D’Angelo questioned why the company did not determine the site was not large enough  
208 before the process started. Selectman Couture mentioned the company ball parked the area to  
209 respond to the request for proposal. The area has since been engineered and it was determined to  
210 be too small.

211  
212 Selectman Couture mentioned with all the upcoming projects in town and the different  
213 departments that utilize an engineering firm he suggested a request for proposal for engineering  
214 services for the town.

215  
216 Selectman Couture brought attention to possible grants for the town. The Critical Flood Risk  
217 Infrastructure Grant is \$4.5M of reallocated ARPA funds and the due date for the application is April  
218 15, 2022, with an informational webinar scheduled on March 7, 2022. The two categories are  
219 planning capped at \$100K and up to \$2.5M per implementation project.

220  
221 The Aquatic Resource Mitigation Fund is another opportunity that could be a good opportunity for  
222 the Wason Pond project.

223  
224 Chairman Myette recommended a spreadsheet with all the grants and the deadlines that could be  
225 possibilities for the town. Town Administrator Doda indicated there are a few grant writers that  
226 she can reach out to if the town needs one for some of the submissions.

227  
228 Selectman D’Angelo:  
229 *Nothing to report*

230  
231 Vice Chairman Owens:  
232 *Nothing to report*

233  
234 Chairman Myette mentioned the conditions for the winter fest at Spring Hill Farm are not good.  
235 Discussions may need to be had if they do not improve.

236  
237 Chairman Myette informed the Board a map of the Spring Hill Farm trails has been updated by Ms.  
238 Reardon and another volunteer. She put together a digital map and QR codes for the All-Trails app  
239 on the trail map. There are about 3 miles of trails mapped at Spring Hill Farm and if you utilize the  
240 QR code it gives points of interest on the trails. He thanked her for all her hard work on the project.

241  
242 Selectman Landau questioned if CAI could add more layers such as trails to the town map that they  
243 produce on a yearly basis. Chairman Myette mentioned it might be a possibility. Selectman D’Angelo  
244 questioned if some of the trails are handicap accessible. Chairman Myette mentioned a  
245 conversation about having different symbols on the map and one could be designated to indicate if  
246 the trail is ADA accessible.

Chairman Myette has one non-public.

*4.3 Town Administrator’s Report*

*Nothing to report*

*4.4 Action Items*

*Nothing to report*

*4.5 Non-Public Session(s)*

Chairman Myette announced non-public sessions on reputation and pending litigation.

***Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (c) reputation and (e) pending litigation. 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.***

The meeting was closed to the public at 8:13PM.

***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 –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

The meeting was reopened to the public at 8:43 PM.

***Selectman Landau motioned to seal the minutes of the first non-public session, on Pending Litigation, for an indefinite period. 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.***

***Selectman Landau motioned to seal the minutes of the second non-public session, on Reputation, for an indefinite period. 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.***

***Selectman Landau motioned to seal the minutes of the third non-public session, on Reputation, for an indefinite period. 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.***

***Selectman Landau motioned to seal the minutes of the fourth non-public session, on Reputation, for a period of six (6) months. 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.***

**V. Adjournment**

***Selectman Landau moved to adjourn the meeting. Vice-Chairman Owens 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.***

298

299 The meeting was adjourned at 8:45 PM.

300

301 Respectfully submitted,

302

303 Janis A. Jalbert

304 Recording Secretary