

**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
- 300th 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, 300th Anniversary Committee Member
- Rhonda Lamphere, 300th Anniversary Committee
- Nancy Myette
- Mike Oleson, Road Agent

51 Corinna Reishus, Recreation Director (Remotely)
52 Sue Reiter, 300th Anniversary Committee Member
53 and other persons unknown to the Recording Secretary.

54
55 *1.3 Pledge of Allegiance*

56
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 7:02pm.

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67 As no Members of the Public wished to be heard, Public Comment was closed at 7:03pm.

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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.

74
75 *2.2 Items for Signature*

76
77 All members reviewed and signed the items in the signature folder.

78
79 **III. New Business**

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81 *3.1 Clarification of Highway CIP Warrant Article*

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83 Road Agent Oleson wanted to clarify the Highway CIP funding and projects. The total amount for
84 projects is one million five hundred one thousand seven hundred thirty-four dollars (\$1,501,734).
85 The five hundred fifty-one thousand seven hundred thirty-four (\$551,734) in ARPA
86 Funding is being used for the Cole Road project, two hundred and fifty thousand
87 (\$250,000) is for engineering red listed bridges, and about seven hundred thousand
88 (\$700,000) is for roadwork.

89
90 Road Agent Oleson advised the budget for the roads is always around \$1.2 million. He will
91 plan the roadwork for the year with the \$700K in the warrant article. The town will not get
92 as much work done due to the lower budget and increased pricing on asphalt, trucking, and
93 aggregate.

94
95 Road Agent Oleson would like to plan on finishing Jennifer Drive and laying topcoats down
96 on some of the roads that have binders on them.

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

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3.2 Infrastructure Grants

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

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

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

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

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

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

3.3 300th Anniversary Committee

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

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

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

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

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

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

148 ***Vice Chairman Owens motioned to approve beer and wine at the town fair contingent upon***
149 ***vendor and insurance. Selectman Landau seconded the motion. A roll call vote was taken***
150 ***Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye. With all in favor, the***
151 ***motion passed.***

152
153 Selectman Landau advised the 300th Committee will be placing the order for the time capsule that
154 the Board of Selectmen had agreed to purchase. He mentioned the Board of Selectmen needs to
155 grant permission to bury the time capsule on the lawn of Stevens Hall with a flush stone monument
156 on it.

157
158 ***Selectman Landau motioned to grant permission for the time capsule to be buried on Stevens***
159 ***Hall Lawn with a stone monument. Selectman Couture seconded the motion. A roll call vote***
160 ***was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye. With all in***
161 ***favor, the motion passed.***

162
163 Ms. Lamphere inquired if the elevator would be fixed at Stevens Hall by May. Selectman Landau
164 advised there is still one more part needed, and it will be done if at all possible. Chairman Myette
165 mentioned if it is not the 300th would have to make ADA accommodations.

166
167 *3.4 PACT Fund*

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

172
173 Mr. Grimm advised PACT is still looking for volunteers and has some interest from a couple of
174 individuals.

175
176 **IV. Selectmen’s Business**

177
178 *4.1 Chairman’s Announcements*

179
180 Chairman Myette announced the following meetings for next week:

181
182 Monday, February 21, 2022 Winter Carnival Working Group Meeting at 6:00pm
183 Budget Committee Meeting at 7:00pm
184 Spring Hill Advisory Committee Meeting at 7:00pm

185
186 Wednesday, February 23, 2022 Planning Board Meeting at 7:00pm

187
188 Thursday, February 24, 2022 Board of Selectman Meeting at 7:00pm

189
190 Chairman Myette announced the following upcoming events:

191
192 Saturday, February 26, 2022 Spring Hill Farm Winterfest from 2:00pm to 7pm. Many
193 events are planned; the event will end with a bonfire from
194 5:00pm to 7:00pm.

195
196 *4.2 Roundtable*

197

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.

247

248 Chairman Myette has one non-public.

249

250 *4.3 Town Administrator’s Report*

251 *Nothing to report*

252

253 *4.4 Action Items*

254 *Nothing to report*

255

256 *4.5 Non-Public Session(s)*

257

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

259

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

264

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

266

267 ***Selectman Landau motioned to come out of non-public session. Selectman Couture seconded***
268 ***the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye,***
269 ***Landau – aye. With all in favor, the motion passed.***

270

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

272

273 ***Selectman Landau motioned to seal the minutes of the first non-public session, on Pending***
274 ***Litigation, for an indefinite period. Selectman Couture seconded the motion. A roll call vote***
275 ***was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye. With all in***
276 ***favor, the motion passed.***

277

278 ***Selectman Landau motioned to seal the minutes of the second non-public session, on***
279 ***Reputation, for an indefinite period. Selectman Couture seconded the motion. A roll call vote***
280 ***was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye. With all in***
281 ***favor, the motion passed.***

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283 ***Selectman Landau motioned to seal the minutes of the third non-public session, on Reputation,***
284 ***for an indefinite period. Selectman Couture seconded the motion. A roll call vote was taken***
285 ***Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye. With all in favor, the***
286 ***motion passed.***

287

288 ***Selectman Landau motioned to seal the minutes of the fourth non-public session, on***
289 ***Reputation, for a period of six (6) months. Selectman Couture seconded the motion. A roll call***
290 ***vote was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye. With all***
291 ***in favor, the motion passed.***

292

293 **V. Adjournment**

294

295 ***Selectman Landau moved to adjourn the meeting. Vice-Chairman Owens seconded the motion.***
296 ***A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – aye.***
297 ***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