

**Town of Chester  
Board of Selectmen’s Meeting  
Thursday, March 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  
Board of Selectmen Reconfiguration  
Redistricting Update  
Highway Department Housekeeping  
Elections and Town Meeting Post-Mortem  
Grants  
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  
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)  
Kathy Dircks, Seniors President  
Liz Lufkin, Town Clerk / Tax Collector (Remotely)

Stacy Manfrates (Remotely)

Nancy Myette

Russ Norman

Mike Oleson, Road Agent

Corinna Reishus, Recreation Director (Remotely)

Lynn Rockwell, Historical Society

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.

Ms. Dircks, president of the Seniors, mentioned the Seniors would like to request a new Selectman liaison.

Ms. Rockwell, Historical Society President, inquired about the status of Stevens Hall. The next public meeting for the Historical Society is scheduled for March 28<sup>th</sup>. Selectman Landau mentioned one more part is needed for the elevator. Chairman Myette advised a decision was made a few weeks ago to utilize the building, however ADA accommodations will need to be made for anyone needing assistance.

Mr. Norman, Raymond Road, thanked the Board of Selectmen for writing the letter to the representatives about redistricting. Chester voted to have its own representative at the 2021 Town Meeting. The newest maps indicate Chester will have one representative and two shared representatives, although it still needs to be signed off by Governor Sununu.

As no other Members of the Public wished to be heard, Public Comment was closed at 7:10pm.

## **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 Board of Selectmen Reconfiguration*

Town Administrator Doda advised Vice Chairman Owens has requested not to be an officer this year.

Selectman D’Angelo recommended Selectmen Myette continue as the Chairman.

**Selectman Couture nominated Selectman Myette to continue as Chairman. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – abstained, D’Angelo – aye, Owens – absent, Couture –aye, Landau – aye. With three in favor, the motion passed with Owens absent and Myette abstaining.**

**Selectman D’Angelo nominated Selectman Couture as the Vice Chairman. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture –abstaining, Landau – aye. With three in favor, the motion passed with Owens absent and Couture abstaining.**

Chairman Myette advised the updating of the liaisons will be done at the next meeting with all Selectmen in attendance.

### *3.2 Redistricting Update*

The Representatives are not in attendance; however, an update was given during public comment.

### *3.3 Highway Department Housekeeping*

Road Agent Oleson mentioned the paving of Dump Road has been mentioned in past years. From the Transfer Station to the salt shed is gravel and the Highway Department and plow drivers have come very close to not making it to the salt shed during storms. This could cripple the town during a snowstorm if a truck gets stuck. Seven loads of gravel were hauled in this week, but the mud continues to be a problem year after year.

Chairman Myette advised Dump Road is not on the CIP.

Another item to consider is repairing the catch basins and repaving the parking area at the Municipal Building. A quote was obtained years ago but the work was never done. The catch basins have been repaired multiple times in the past.

Vice Chairman Couture suggested updated quotes to get the items on the CIP for next year. Selectman Landau mentioned there are estimates and plans for enlarging the parking area. Road Agent Oleson advised the work should include all the drainage around the building and out to the woods.

Road Agent Oleson reviewed this summer’s roadwork. He will continue reclaiming and finishing the binder on Jennifer Drive. Wearing courses will be put down on Harantis Lake Road and Webster Lane. North Pond will be completed this year.

Road Agent Oleson inquired if the wearing course and crack filling should be done on Fremont Road with all the large trucks from the gravel pit on the road. The roadwork needs to be completed so there is a baseline for the road bond that is required for the gravel pit.

Selectman Landau suggested having the gravel company utilize Stowe Road to Sandown Road to avoid damaging Fremont Road. Chairman Myette will have a discussion with the Planning Board about the road situation.

Road Agent Oleson mentioned the quote for the Class VIII truck in October advised the lead time is about a year to get a truck and so he would like to start the process. The truck would come from McDevitt Trucks and would be Freightliner or Western Star. This is what the town currently owns and there are parts on the shelf. The plow equipment would be purchased at HP Fairfields as they are the only dealer for this equipment.

Selectman D’Angelo questioned if there were options for other trucks. Road Agent Oleson pointed out if the trucks are the same then there are not as many parts to store for breakdowns.

Road Agent Olson requested an update on the Cole Road project. Town Administrator Doda advised the lawyers are trying to come to an agreement with the engineering contract.

### *3.4 Elections and Town Meeting Post-Mortem*

Chairman Myette mentioned the set up and amount of handicap spaces during elections and Town Meeting. In his observation only a few spots were used during elections. Selectman D’Angelo suggested family parking spots in the circle. Selectman Landau mentioned there should be signs limiting the time in a space for elections such as 30-minute parking. There have been people running for office in the past that parked their vehicle in the circle with campaign signs. Town Administrator Doda pointed out the town is required to have two handicap spaces based on the amount of parking spots.

Chairman Myette mentioned the signs fell over in the wind during the day of the elections which could be a liability. The next election is in the fall and the parking will be revisited.

Chairman Myette pointed out there have been conversations about updating the audio and video in the MPR. He suggested a meeting with Mr. Grimm to get advice on getting the audio and video upgraded in the MPR.

Selectman Landau felt the set up for the school meeting was done right. Vice Chairman Couture mentioned the setup for the meeting at the school was how it should be set up for the Town Meeting. This would include extra microphones on the Selectmen’s table and a centrally located microphone for the residents to speak.

### *3.5 Grants*

Chairman Myette presented the grant from NH Department of Safety, Homeland Security and Emergency Management. The grant is for \$4K with the entire project costing \$8K.

Chairman Myette read the following statement...

*“The Select Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$4,000.00 to update the community’s Local Emergency Operations Plan (LEOP). Furthermore, the Board acknowledges that the total cost of this project will be \$8,000.00, in which the town will be responsible for a 50% match (\$4,000.00).”*

Ms. Lufkin advised this grant is for the Chester’s emergency operations plan and it will start once the Hazardous Mitigation plan is completed. This is the town’s response plan for emergencies that needs to be updated every five years and is currently overdue.

***Selectman Couture motioned to accept the Emergency Operations Plan grant in the amount of \$4K. Selectman Landau 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.***

Ms. Lufkin mentioned the same contractor will be utilized for both the Hazard Mitigation Plan and the Local Emergency Operations Plan.

#### **IV. Selectmen’s Business**

##### *4.1 Chairman’s Announcements*

Chairman Myette announced the following meetings and upcoming events:

Monday, March 21, 2022	Spring Hill Farm Advisory Meeting at 7:00pm
Tuesday, March 22, 2022	300 <sup>th</sup> Anniversary Committee Meeting at 7:00pm
Wednesday, March 23, 2022	Planning Board Meeting at 7:00pm
Thursday, March 24, 2022	Board of Selectman Meeting at 7:00pm

##### *4.2 Roundtable*

Selectman Landau explained the town has a salvage vehicle given to the cemetery trustees. It is no longer road worthy and there were talks about selling it. The town received an offer to sell the truck for scrap only.

***Selectman Landau motioned to sell the vehicle to Aaron Mansur for scrap only in the amount of \$100.00. 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.***

Vice Chairman Couture inquired if this was the most effective solution for the town. Selectman Landau confirmed it is the most cost-effective solution.

Selectman D’Angelo  
*Nothing to report*

Vice Chairman Couture mentioned some follow up with ReVision. The plan is to continue the discussions on a finding a suitable location for a solar array.

Vice Chairman Couture also mentioned when assigning liaisons, the Selectmen should consider having goals either for the group or the liaison to accomplish with the different groups and committees.

Chairman Myette feels it is a good time to revisit some of the items the Board has spoken about and not accomplished. He also suggested having the departments attend with what they would like to accomplish.

Chairman Myette  
*Nothing to report*

*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 employment, reputation and pending litigation.

***Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (a) public employees, (c) reputation, (e) pending litigation, and (j) confidential information. 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 8:02PM.

***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 9:42 PM.

***Selectman Landau motioned to seal the minutes of the first non-public session, on Pending Litigation, 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 a period of sixty (60) 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 third 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 fourth non-public session, on Confidential Information, 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 fifth 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 sixth non-public session, on Public Employees, 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 9:50 PM.

Respectfully submitted,

Janis A. Jalbert  
Recording Secretary