

**Town of Chester
Board of Selectmen’s Meeting
Thursday, April 28, 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
Appointments
Carkin Street
Facility Usage Forms
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 D’Angelo
Stephen Landau

Selectmen absent:

Steve Couture
Jeremy Owens

Town Administrator Debra Doda

Members of the Public Present at various times:

Aaron Berube, Police Chief (Remotely)
Kim Chaze
Victor Chouinard, Conservation Commission
Kathy Dircks, Recreation Commission
Nancy Myette

Mike Oleson, Road Agent
Corinna Reishus, Recreation Director (Remotely)
Kristina Snyder, Conservation Commission
Rick Snyder, Planning Board

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

Chairman Myette added Release of Impact Fees for Jennifer Drive culverts to the agenda.

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 Appointments

3.1.1 Recreation Reappointments

Chairman Myette mentioned Ms. Dircks is being reappointed to both the Recreation Commission and as a Recreation Representative on the Wason Pond Commission, both expiring on May 31, 2025. Ms. Dircks stated she is enjoying volunteering on the Recreation Commission and is involved in many of the activities that are under Recreation.

Selectman Landau motioned to appoint Kathy Dircks as a regular member of the Recreation Commission with a term to expire on May 31, 2025. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Ms. Dircks mentioned how informative volunteering on the Wason Pond Commission has been. She has learned so much and would like to continue.

Selectman Landau motioned to appoint Kathy Dircks as a Representative of the Recreation Department on the Wason Pond Commission with a term to expire on May 31, 2025. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens – absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

3.1.2 Conservation Reappointments

Mr. Chouinard stated he would highly recommend Ms. Snyder being reappointed on the Conservation Commission. She is the PR person and leads many of the events hosted by the commission. She also serves on the Wason Pond Commission and Spring Hill Farm Advisory Committee.

Ms. Snyder mentioned Mr. Chouinard is the Chairman to the Conservation Commission. He works with Conservation Commissions in the area. He has also been working on the land easements the last few years.

Chairman Myette feels the Conservation Commission mission has expanded since Ms. Snyder and Mr. Chouinard joined.

Selectman Landau spoke to the engineer about surveying and would like to get together with Mr. Chouinard to discuss the conservation properties that they would like surveyed.

Selectman D’Angelo motioned to appoint Kristina Snyder as a regular member on the Conservation Commission with a term to expire on May 31, 2025. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Selectman D’Angelo motioned to appoint Victor Chouinard as a regular member on the Conservation Commission with a term to expire on May 31, 2025. Chairman Myette seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Ms. Snyder mentioned she has learned so much on the Spring Hill Farm Advisory Committee. The Committee has grown, and they are doing great things at Spring Hill. Ms. Snyder has a pollinator project started and is working on getting a pedestrian counter to get a count of the traffic on the farm.

Selectman D’Angelo inquired if the committee has thought about bee keeping as part of the pollination program. Ms. Snyder advised they are working on a natural pollination project at this time. Chairman Myette pointed out the committee has not been approached about putting beehives on town property.

Selectman D’Angelo motioned to appoint Kristina Snyder as a regular member on the Spring Hill Farm Advisory Committee with a term to expire on May 31, 2025. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Selectman D’Angelo motioned to appoint Kristina Snyder as a regular member on the Wason Pond Commission with a term to expire on May 31, 2025. Selectman Landau seconded the

motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

3.1.3 Planning Board Reappointment

Mr. Snyder enjoys contributing to the Planning Board. It is a very high functioning and busy Board. Chairman Myette supports the reappointment of Mr. Snyder and mentioned he brings a wealth of knowledge to the Board.

Selectman D’Angelo motioned to appoint Rick Snyder as a regular member on the Planning Board with a term to expire on May 31, 2025. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Selectman D’Angelo motioned to appoint Rick Snyder as a regular member on the Zoning Board of Adjustments with a term to expire on May 31, 2025. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Chairman Myette thanked Mr. Snyder for all his work on the Board.

3.2 Carkin Street

Mr. Chaze recently purchased a house on Carkin Street. He spoke to the Road Agent about the draining issues causing flooding on Carkin Street and residents’ properties that needs to be rectified quickly. He feels this is a safety concern and the neighborhood is concerned.

Selectman Landau inquired if Carkin Street had been discontinued. Road Agent Oleson advised at Town Meeting last year a resident asked for a portion of Carkin Street to be discontinued. The Town voted yes if the terms were met that the Town presented. Town Administrator Doda and Road Agent Oleson met with the resident several times onsite. The land was surveyed and staked out. An arrangement with an abutter was reached to resolve the problem. It has been almost a year and the resident has not reached out to the town.

Road Agent Oleson was not in favor of discontinuing the portion of road. The discontinued portion would have been where the town would have drained the road. The property owner was going to allow a drainage and snow easement on the property. The expenses for the discontinuance on the portion of Carkin Street would be covered by the property owner. Selectman D’Angelo inquired if the agreement to pay all expenses is on record from Town Meeting.

Mr. Chaze mentioned there is a cone in the middle of the area that does not drain properly and in the winter the stream from it freezes and people slip and fall. When there is a lot of rain the road does not drain and goes to the cusp of Mr. Chaze’s property. Road Agent Oleson stated when flooded it can take a few days to drain but the problem is getting worse.

Chairman Myette asked Road Agent Oleson what the solution to the flooding issue Mr. Chaze is speaking about. Road Agent Oleson advised a few catch basins with underground drainage system and both Carkin Street and Donna Street would need to be raised.

Chairman Myette inquired if the street is on the CIP so the town can raise the funds to fix the road. At the last Town Meeting the town did not vote to fund this project. Road Agent Oleson advised Carkin Street is on the Capital Improvement Plan (CIP). Mr. Chaze understands the concept of the funding a project however he is suggesting immediate attention to the flooding issue as he believes it is a safety issue. Chairman Myette reiterated if there is a safety issue the town will address it, however the Board of Selectmen have just been notified of the issue and will need time to get all the information to address the issue.

Selectman D’Angelo advised the next step is to get the record from Town Meeting to get the details for the discontinuance of the Carkin Street paper cul-de-sac. Then we can work on getting the easement from the landowner to see if that would help with the drainage issue.

Chairman Myette asked Road Agent Oleson to look for a short-term solution to take care of some of the issues and if engineering is needed it will take time. Road Agent Oleson advised there are no funds in the budget for Carkin Street this year. Mr. Chaze indicated funds could be authorized for this. Selectman D’Angelo reviewed the process of how to get funding outside of a town meeting for an emergency that threatens life and limb. He mentioned the Board needs to time to do research, figure out what needs to be done, when the town can do it and where the funds can come from.

Mr. Chaze inquired if the condition of the road minus the flooding issue could be addressed. Road Agent Oleson pointed out the road could be patched however the patch would have to be torn out for the drainage work and the town would frown on that.

Mr. Chaze was advised to give the Board time and reach out in a few weeks.

3.3 Facility Usage Forms

A discussion about the forms will be added to the next meeting.

3.4 Release of Impact Fees – Jennifer Drive

Road Agent Oleson stated he is requesting the money from impact fees for the culvert work needed to prepare the road for paving. The work will start now and will be billed in July. He mentioned the culverts are deep to prevent water from ponding at the house on the corner.

Chairman Myette inquired where the money for the next phase of Jennifer Drive is coming from since the work is being done in this fiscal year. Road Agent Oleson advised the contractors start the work prior to the fiscal year and get paid in the next fiscal year which is what the Town has done for many years.

Selectman D’Angelo mentioned if the town gets audited by Department of Revenue, they could disallow the expense with the work being done prior to the fiscal year starting. Road Agent Oleson pointed out if this is the case, then he should also hold off on ordering the new truck for the Highway Department. Selectman D’Angelo is unsure if the road work can start in one fiscal year and be billed in the following fiscal year. Road Agent Oleson stated this is how the road work has been handled for years.

Road Agent Oleson mentioned there is \$130K in the CIP for road work that can be utilized for the culvert repairs on Jennifer Drive next week along with the impact fees. The paving will be put on

hold until the Board finds out if the process is allowed. Road Agent Oleson pointed out if the paving has to wait until July there is a risk the contractor may not be able to get the work done this year.

Selectman D’Angelo motioned to approve the release of \$25K in highway impact fees for culvert work on Jennifer Drive. Selectman Landau seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –absent, Couture – absent, Landau – aye. With three in favor, the motion passed.

Selectman Landau inquired if all the winter bills have been paid. Road Agent Oleson stated all the bills have been submitted to finance.

4.1 Chairman’s Announcements

Chairman Myette announced the following meetings and upcoming events:

Tuesday, May 3, 2022	300 th Anniversary Committee Meeting at 7:00pm
Wednesday, May 4, 2022	Planning Board Meeting at 7:00pm
Thursday, May 5, 2022	Board of Selectman Meeting at 7:00pm
Saturday, April 30, 2022	Drug Takeback Day From 10am-2pm at the Transfer Station
Saturday, April 30, 2022	Household Hazardous Waste Day in Plaistow from 9am to 12pm.
Saturday May 7, 2022	Proclamation Day to celebrate the 300th Anniversary of Chester, NH! Distinguished guests, including Governor Chris Sununu will be joining us for this momentous occasion. A time capsule will be buried on the lawn of Stevens Hall, a volley will be shot from our town cannons and an historical encampment will take place on Nichols Field (Town Soccer field). Event is 10AM to 3PM

4.2 Roundtable

Selectman Landau mentioned there will be many distinguished guests at the proclamation. He has non-publics on reputation and legal this evening.

Selectman D’Angelo inquired if Town Administrator Doda has received the insurance policy from Primex. Selectman Landau has been working on the event insurance for the parking for the 300th parade. Town Administrator Doda mentioned the requested policy from Primex is to verify if the parking for the 300th would be covered.

Chairman Myette has a nonpublic on reputation.

4.3 Town Administrator’s Report

Selectman D’Angelo has requested clarification on one of items on the report in nonpublic.

4.4 Action Items

Nothing to report

4.5 Non-Public Session(s)

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

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

The meeting was closed to the public at 8:18PM.

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 – absent, Landau – aye. With three in favor, the motion passed.

The meeting was reopened to the public at 10:14PM.

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

Selectman Landau motioned to seal the minutes of the third 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 – absent, Landau – aye. With three in favor, the motion passed.

Selectman Landau motioned to seal the minutes of the fourth 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 – absent, Landau – aye. With three in favor, the motion passed.

Selectman Landau motioned to seal the minutes of the fifth 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 – absent, Landau – aye. With three in favor, the motion passed.

Selectman Landau motioned to seal the minutes of the sixth 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 – absent, Landau – aye. With three in favor, the motion passed.

Selectman Landau motioned to seal the minutes of the seventh 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 – absent, Landau – aye. With three in favor, the motion passed.

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 – absent, Landau – aye. With three in favor, the motion passed.

The meeting was adjourned at 10:17 PM.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary