

**Town of Chester
Board of Selectmen’s Meeting
Thursday, August 25, 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
Solar Project
Cole Road Engineering Update
Usage of Unanticipated Highway Funds
Planning Board Impact Fees
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 7:00pm.

1.2 Roll Call

Selectmen Present:

Chuck Myette
Steve Couture
Steve D’Angelo
Jeremy Owens (arrived at 7:04pm)

Selectmen Absent:

Stephen Landau

Town Administrator Debra Doda

Members of the Public Present at various times:

Nancy Myette
Scott Bourcier, Gale Associates (arrived at 7:33pm via telephone)

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.
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56 *1.4 Chairman’s Additions or Deletions*
57

58 *Added 3.4 Planning Board Impact Fees*
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60 *1.5 Public Comment*
61

62 Chairman Myette opened the meeting to public comment at 7:02pm.
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64 As no Members of the Public wished to be heard, Public Comment was closed at 7:03pm.
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66 **II. Old Business**
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68 *2.1 Approval of Minutes*
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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**
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78 *3.1 Solar Project*
79

80 Vice Chairman Couture presented the newest proposal from ReVision Energy utilizing the space
81 behind the Municipal Building since the Transfer Station has too many restrictions. There are
82 concerns with the amount of space being taken. Town Administrator Doda advised it would take
83 about a third of the property out back.
84

85 This project is for 200 panels with no upfront costs from the town with a buyout option at year six
86 if the Town wanted. The cumulative savings to the Town after 5 years is approximately \$32,183. If
87 the Town chooses to buy out and operate the system in year six for \$198,424, the long-term 40
88 years savings to the Town may be approximately \$835,884.
89

90 Vice Chairman Couture mentioned they still have interest in the Transfer Station location but are
91 holding off for now.
92

93 Vice Chairman Couture stated the Board could look over the proposal and have questions ready for
94 Revision Energy at the September 8th Board of Selectmen’s meeting.
95

96 *3.2 Cole Road Engineering Update (moved to later in the meeting)*
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98 *3.3 Usage of Unanticipated Highway Funds*
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Chairman Myette mentioned another grant for about \$125K was being awarded to the town for highways and storm projects. He suggested utilizing these funds for projects not funded such Carkin Street, Cole Road, and Wason Road.

Selectman D’Angelo asked how much money was assigned to the Cole Road from the ARPA Funds. Town Administrator Doda stated around \$531K.

Chairman Myette pointed out engineering has been authorized for Cole Road, but the complete project cost is unknown. Selectman D’Angelo mentioned Cole Road should be the #1 priority; it was temporarily fixed in the past and could wash out at any point. He mentioned there is a possibility to ask for money from the unassigned fund balance if needed at the town meeting next year. For a warrant article to be added to next year all costs would need to be in for mid-January.

3.4 Planning Board Impact Fees

Chairman Myette mentioned the Planning Board approved the updated impact fees from Southern NH Planning Commission. He explained some fees went up while some fees went down. Town Administrator Doda will ask Town Planner Hadik (not present) to attend an upcoming Board meeting to explain the different fees and changes.

IV. Selectmen’s Business

4.1 Chairman’s Announcements

Chairman Myette announced the following meetings and upcoming events:

No meetings the week of August 28th -September 2nd.

Wednesday, September 7, 2022	Planning Board Meeting at 7:00pm School Board Meeting 7:00pm
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Thursday, September 8, 2022	Board of Selectman Meeting 7:00pm
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Monday, September 5, 2022	Town Offices Closed for Labor Day
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Tuesday September 13, 2022	Primary Elections from 7am to 7pm in the MPR
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Saturday, September 10, 2022	Spring Hill Farm Fall Festival
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Saturday, September 24, 2022	300 th Anniversary Grand Finale Parade
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Saturday, September 24, 2022	Transfer Station hours will be 7am to 12pm.
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Monday, August 29, 2022	Chester Academy starts school
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Wednesday August 31, 2022	Pinkerton Academy starts school
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4.2 Roundtable

Selectman D’Angelo

150 *Nothing to report*

152 Selectman Owens

153 *Nothing to report*

155 Vice Chairman Couture

156 *Nothing to report*

158 Chairman Myette

159 *Nothing to report*

161 *4.3 Town Administrator’s Report*

163 Wason Pond continues to have elevated levels of E-Coli. Testing is being done weekly.

165 Selectman brought up the Police Department roof and the issue with pipes possibly leaking. Town Administrator Doda stated Building Inspector Bunker (not present), is not sure if the leaks in the Police Department is an issue with the roof. When they looked inside the insulation is not wet and they think the leak is not just when it rains. Chairman Myette mentioned the only time the Board hears about a leak is when it rains and that is when they place buckets to catch the water.

171 Chairman Myette asked what the next step is to find out what the issue is. Town Administrator Doda read an email from Building Inspector Bunker. He feels the roof is not compromised and is structurally sound, but you cannot get into the area. Because of the construction of the roof, ceilings, and reports of when the leaking occurs, he is not convinced it is the roof. The next step is to remove the ceiling tiles to see where the water is coming from.

177 Chairman Myette stated he has been in the building when it leaks and watched the tiles being removed so the water can just drain during a storm event. He advised to remove the tiles and look before the next heavy rainstorm.

181 *4.4 Action Items*

183 Town Administrator Doda has a request from the 300th Anniversary Committee to have a food truck on the front lawn of Stevens Hall during the parade. The Board has no issue with having a food truck on the lawn of Stevens Hall.

187 Town Administrator Doda has all the letters and flags from Proclamation Day and asked the Board where the items should be displayed in the Municipal Building. The Board will have a site walk in the building to determine a location.

191 *3.2 Cole Road Engineering Update (moved from later in the meeting)*

193 Chairman Myette stated there are issues with the surveying of Cole Road Culvert/Bridge structure replacement.

196 Mr. Bourcier mentioned the original scope of work was incorporating a Hydraulic & Hydraulic model of the bridge on file with NHDES. During the analysis discrepancies were found. It appears the model they were trying to use was based on LIDAR (Light Detection and Ranging) survey

information and not actual DEM (Digital Elevation Model). Mr. Bourcier stated with LIDAR not giving accurate information the project will need additional surveying.

Chairman Myette asked if this would set the timeline back. Mr. Bourcier is unsure but prior to the meeting he asked for it to be put on the queue with the surveyors with a note to call for a confirmation. Chairman Myette mentioned an engineer’s estimate on the completed project is needed as soon as possible.

Vice Chairman Couture motioned to authorize Gale Associates to move forward with the August 16, 2022, proposal in the amount of \$24,100.00 Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

4.5 Non-Public Session(s)

Chairman Myette announced three non-public sessions on legal and employment.

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

The meeting was closed to the public at 7:55 PM

Vice Chairman Couture motioned to come out of non-public session. Selectman Owens seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

The meeting was reopened to the public at 8:56 PM.

Vice Chairman Couture 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 –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

Vice Chairman Couture motioned to seal the minutes of the second 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 –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

Vice Chairman Couture 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 –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

Vice Chairman Couture motioned to seal the minutes of the fourth 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 –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

V. Adjournment

Vice Chairman Couture moved to adjourn the meeting. Selectman D’Angelo seconded the motion. A roll call vote was taken Myette – aye, D’Angelo – aye, Owens –aye, Couture –aye, Landau – absent. With four in favor, the motion passed with Landau absent.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Janis A. Jalbert

Recording Secretary