

**Town of Chester
Board of Selectmen’s Meeting
Thursday, November 3, 2022
Municipal Complex
Approved Minutes**

I. Preliminaries

Call the Meeting to Order
Potential Non-Public Session
Roll Call
Pledge of Allegiance
Chairman’s Additions or Deletions
Public Comment (10 minutes)
Approval of Consent Agenda
Selectmen’s Duties at Election
Potential Non-Public Session
Budgets
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 6:30pm.

1.2 Potential Non-Public Session

Chairman Myette motioned to go into non-public session pursuant to 91-A:3(II), (c) reputation. 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 6:31 PM.

Selectman Landau motioned to come out of non-public session. Vice Chairman 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.

The meeting was reopened to the public at 6:56 PM.

1.3 Roll Call

Selectmen Present:

Chuck Myette
Steve D’Angelo

Steve Couture
Stephen Landau

Selectmen Absent:
Jeremy Owens

Town Administrator Debra Doda

Members of the Public Present at various times:

Aaron Berube, Police Chief
Kathy Dircks, President, Senior Citizens
Andrew Hadik, Assistant Moderator
Rhonda Lamphere, Treasurer
Liz Lufkin, Town Clerk / Tax Collector
Nancy Myette
Leslie Packard, Supervisor of the Checklist
Michael Scott, Moderator

and other persons unknown to the Recording Secretary.

1.4 Pledge of Allegiance

Chairman Myette led the attendees in the Pledge of Allegiance.

1.5 Chairman’s Additions or Deletions

Chairman Myette added two non-publics.

1.6 Public Comment

Chairman Myette opened the meeting to public comment at 7:02pm.

II. Consent Agenda

2.1 BOS Rules of Procedure

2.2 Land Survey Services: Carkin- Edwards Mill- Donna Street Drainage

2.3 Land Survey Services: Hanson Road Bridge

2.4 Land Survey Services: Shepard Home Road Bridge

2.5 Tax Rate Warrant

Vice Chairman Couture explained these are the items being presented for signature, if a member of the Board would like to have a discussion on an item it is pulled. If there are no questions, then a motion is taken to approve the items.

Chairman Myette motioned to approve the consent agenda as presented. Vice Chairman 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.

III. New Business

3.1 Selectmen’s Duties at Election

Moderator Scott mentioned giving everyone the opportunity to vote. The Selectmen should have a presence at the Elections and not just at the end of the day to sign the necessary paperwork. Moderator Scott understands if a Selectman is on vacation a *pro tem* may be used in their absence or to cover for lunches or dinners. Along with Selectman being present, he also asked that there be a police presence as well. Moderator Scott stated any problems during the election should be handled by the Moderator and law enforcement, not by the Selectmen.

Moderator Scott explained the Selectmen’s role is to safeguard the elections while the Moderator runs the elections.

The meeting will be continued after a short nonpublic with Election Officials.

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II), (i) reputation and (I) legal advice. Vice Chairman 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.

The meeting was closed to the public at 7:12 PM.

Moderator Scott, Assistant Town Moderator Hadik, Chief Berube, Town Clerk /Tax Collector Lukin, and Checklist Supervisor Packard remained in the room.

The meeting was reopened to the public at 7:44 PM.

Selectman Landau motioned to come out of non-public session. Vice Chairman 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.

3.2 Budgets

3.2.1 Elections

Ms. Packard presented the Elections budget. She went over the upcoming elections in 2023-2024 and amounts needed to for salaries, food, calibration of the machines, and the voter machine contract maintenance.

3.2.2 Seniors

Ms. Dircks mentioned with all the new members, the Seniors have outgrown the Community Center and are in need of more funding. She is working with Recreation Director Reishus (not present) on a new location for the coffee hour on Tuesdays. The MPR has been offered. Tables and chairs will need to be set up every Tuesday.

Ms. Dircks explained with the increases in membership and inflation the Seniors are spending more this year. Selectman D’Angelo asked Ms. Dircks to set up a meeting with Town Administrator Doda to figure out the increases needed in the budget.

3.2.3 Treasurer

Ms. Lamphere presented the Treasurer’s Budget with very little changes since FY 18-19. She added an additional \$600.00 to cover the increase in gas which is added into the salary line vs tracking mileage and being reimbursed.

The deputy is still new and not trained so the wages will continue as they are in this budget. Chairman Myette asked how long before the deputy is up to speed. Ms. Lamphere mentioned the deputy is only expected to help with emergencies and there is a plan in place should it be needed. All the necessities for signing checks and making deposits has been set up at the bank and the bank can help if there are questions.

3.2.4 Cemeteries (Village)

Chairman Myette requested during the budget process the person responsible for the budget should be present for any questions. The Village Cemetery budget is flatlined, but the activity was high in the last budget. Selectman Landau explained there were a few purchases and repairs last year. The trustee’s work schedule is from July to November and again after Memorial Day to June of any given budget cycle.

3.2.5 Patriotic Purposes

Town Administrator Doda read the email from Mr. Quinn stating he would be purchasing flags this year and the budget could be reduced to \$500.00.

3.2.6 Great Hill Cemetery

Selectman Landau stated the Great Hill Cemetery budget is for grub control only, all other expenses are paid for by the Trustees.

IV. Selectmen’s Business

4.1 Chairman’s Announcements

Chairman Myette announced the following meetings and upcoming events:

Monday November 7, 2022	Wason Pond Commission Meeting at 7:00 PM
Wednesday, November 9, 2022	Planning Board Meeting at 7:00 PM
Thursday, November 10, 2022	Board of Selectman Meeting at 7:00 PM
Friday, November 11, 2022	Conservation Commission Meeting at 7:00 PM

Tuesday, November 8, 2022 State General Elections from 7:00 AM to 7:00 PM in the MPR at 84 Chester Street.

Friday, November 11, 2022 Celebration for Veterans Breakfast at the Legion 8:30 AM to 10:30 AM followed by a small service at 11:00 AM in front of the Legion by the flagpole.

4.2 Roundtable

Selectman Landau inquired if the Board would be interested in selling the old maintenance vehicle. The vehicle is out of service due to the much-needed body and mechanical repairs. The retiring police vehicle is at the upfitters and should be available to transfer to maintenance in a few weeks. All members of the Board are in agreement to sell the vehicle. Chairman Myette asked Town Administrator Doda to set a fair price for the vehicle to be sold.

Selectman Landau attended the Planning Board Meeting last night. After talking with Maintenance Director Cavanaugh (not present) about the basement steps, Selectman Landau would like to suggest taking the steps off the CIP and moving the money to Stevens Hall. The elevator will be more money than what is on the CIP.

Chairman Myette asked Town Administrator Doda to research if the money was previously voted to be set aside. Maintenance Director Cavanaugh suggested just putting wooden stairs over the concrete to lower the price.

Selectman Landau mentioned three bids have come in for the card readers in the Municipal Building, no decisions have been made yet. The HVAC system is at a standstill due to scheduling issues with the two vendors.

Selectman Landau has been approached about the Town selling a parcel of land. The parcel in question abuts conservation land. The Board is not interested in selling the land considering it is a large parcel that may be needed in the future.

Selectman Landau questioned the meeting time change mentioned on the annotated agenda. Vice Chairman Couture suggested the meetings start earlier so they can be out at a normal time. Town Administrator Doda will contact Selectman Owens for his opinion. All members present are ok with the time change.

Vice Chairman Couture
Nothing to report

Selectman D’Angelo mentioned he looked up the MetLife policy and it is an ERISA (Employee Retirement Income Security Act) like plan. The Town cannot subsidize certain things like workers Comp with back pay. It would create a huge problem and insurance would not cover the missing wages from Workers Comp. Because short- and long-term disability is an ERISA Plan, it is hard to get long term disability benefits and much easier to get short term benefits when an employee is sick. Town Administrator Doda will research ERISA.

Vice Chairman Couture suggested all wage, benefits and personnel items be the only discussions on the November 17th meeting. He asked for Chief Berube to attend a meeting to discuss the holiday pay proposal.

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Selectman D’Angelo inquired if the Board wanted to put up a Christmas tree at Stevens Hall since there are no volunteers. Selectman Landau stated there are two trees in the center of town that could be decorated. He believes one of the trees is decorated by cemetery trustees.

Selectman D’Angelo asked if there were trees on Spring Hill Farm that might be suitable for the center. Chairman Myette suggested asking local tree companies or possibly someone in town may want to donate a large tree.

Chairman Myette
Nothing to report

4.3 Town Administrator’s Report

Some items on the Town Administrator report were asked in round table others will be discussed in nonpublic.

Selectman Landau mentioned the passing of Oliver Scott earlier this week. Chairman Myette asked for a moment of silence. After the moment of silence, Chairman Myette shared his condolences.

4.4 Action Items
Nothing to report

4.5 Non-Public Session(s)

Chairman Myette announced four non-public sessions on reputation.

Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II), (c) reputation. Vice Chairman 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.

The meeting was closed to the public at 8:30 PM. Fire Chief Gladu remained in the meeting room.
Fire Chief Gladu departed the meeting at 9:11 PM.

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 10:02 PM.

Selectman Landau motioned to seal the minutes of the first non-public session, on Reputation. Vice Chairman 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.

Selectman Landau motioned to seal the minutes of the second non-public session, on Security. Vice Chairman 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.

Selectman Landau motioned to seal the minutes of the third non-public session, on Reputation. Vice Chairman 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.

Selectman Landau motioned to seal the minutes of the fourth non-public session, on Pending Litigation. Vice Chairman 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.

Selectman Landau motioned to seal the minutes of the fifth non-public session, on Public Employees. Vice Chairman 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.

Selectman Landau motioned to seal the minutes of the sixth non-public session, on Reputation. Vice Chairman 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.

Selectman Landau motioned to seal the minutes of the seventh non-public session, on Pending Litigation. Vice Chairman 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.

V. Adjournment

Selectman Landau moved to adjourn the meeting. Vice Chairman 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.

The meeting was adjourned at 10:07 PM.

Respectfully submitted,

Janis A. Jalbert
Recording Secretary