

**Town of Chester
Board of Selectmen’s Meeting
Thursday, February 16, 2023
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)
Consent Agenda
Public Hearing on Budget and Warrant
Vote to Support/ Nor Support Warrant Articles
Conservation Commission
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 6:02pm.

1.2 Roll Call

Selectmen Present:

Chuck Myette
Stephen Landau
Steve D’Angelo (via Zoom)
Steve Couture

Selectmen Absent:

Jeremy Owens

Town Administrador Debra Doda

Members of the Public Present at various times:

Barbara Cannon, Deputy Town Clerk
Jack Cannon, Budget Committee
Justine Celentano, Assistant Town Clerk
Victor Chouinard, Conservation Commission
Kathy Dircks, Recreation Commission
Kathy Guilmette, Budget Committee

David LaVita
Charlotte Lister, Budget Committee
Liz Lufkin, Town Clerk / Tax Collector
Ron McKinnon, Budget Committee
Deb Munson, Library Trustee
Nancy Myette
Jack Myers, Highway Department
James Piper, Supervisor of Roads
Corinna Reishus, Recreation Director
Royal Richardson, Budget Committee
Saul Shriber
Kristina Snyder, Conservation Commission
Dana Theokas
Nick Tranquillo, Conservation Commission
Michael A. Weider, Budget Committee

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 signed the Boy Scout paperwork for the projects at Spring Hill Farm. There will be a ceremony on Saturday, and Chairman Myette asked if someone would be available to present at the ceremony.

1.5 Public Comment

Chairman Myette opened the meeting to public comment at 6:05pm.

As no Members of the Public wished to be heard, Public Comment was closed at 6:06pm.

II. Consent Agenda

2.1 Items for Signature

2.1.1 FD rehire on-call

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

III. New Business

3.1 Public Hearing on Budget and Warrant (moved to later in the meeting)

3.2 Vote to Support/Not Support Warrant Articles (moved to later in the meeting)

100
101 *3.3 Conservation Commission*
102

103 Mr. Chouinard asked the Board for consideration of bringing an invasive species control program to
104 Wason Pond. The Conservation Commission has agreed to fund the project, and the project has
105 been approved by the Wason Pond Commission. The proposal to have Rockingham County
106 Conservation District do the work in 2023 is \$4,240.00.

107
108 Selectman Landau inquired where the bittersweet would be taken. after being removed from
109 Wason Pond. Mr. Tranquillo will follow up and have an answer to the Board.

110
111 Recreation will be involved in the scheduling of the removal.
112

113 ***Selectman Landau motioned to approve the Wason Pond Invasive Species Control Project. Vice***
114 ***Chairman Couture seconded the motion. A roll call vote was taken. Myette – aye, D’Angelo –***
115 ***aye, Owens – absent, Couture – aye, Landau – aye. With four in favor, the motion passed with***
116 ***Owens absent.***

117
118 Mr. Chouinard read the letter from the Conservation Commission on the easements that were
119 approved by the Conservation Commission.

120
121 *On February 14th, 2023 the Chester Conservation Commission unanimously approved and accepted*
122 *two conservation easements. The first easement covers the 10 acre parcel in the North Woods, Tax*
123 *Map 8, Lot 18-4 that was recently purchased with Conservation funds from George and Linda Noyes.*
124 *The second easement covers three town owned parcels also in the North Woods, Tax Map 8, Lot 13,*
125 *and Tax Map 7, Lots 62 and 63. Approval to place conservation easements on these three parcels was*
126 *conferred by an affirmative vote of a Warrant Article, #19, on May 11, 1999 at the Town Meeting.*

127
128 *The easements on these parcels insure the protection of an area some of which is designated by The*
129 *NH Fish and Game as Tier 1 habitat with important wildlife corridor connectivity.*

130
131 *Here is a quote from the 1999 Town Meeting Warrant Article authorizing conservation easements be*
132 *placed on three parcels of town land in the North Woods area stating the intent: "to permanently*
133 *protect said areas for nature study and recreation, maintaining and improving the town forest, and to*
134 *enhance and maintain the scenic, wildlife, and open space that are an intrinsic part of Chester's*
135 *valuable rural character for the benefit of the Town of Chester and its citizens."*

136
137 *Both of these easements contain the standard wording found in most of the conservation easements*
138 *already in place. One exception is a sentence added into the 10 acres Noyes parcel easement. The*
139 *Noyes’ requested the parcel be left in its natural state as much as possible and be allowed to become*
140 *“old growth forest”, and we have made a sincere attempt to honor that request.*

141
142 *We are requesting approval of these two easements this evening in support of the Conservation*
143 *Commission fulfilling one of its important obligations.*

144
145 Chairman Myette mentioned the easements for the parcels were not included for signatures. Vice
146 Chairman Couture suggested tabling this until the easements have been given to the Board. Mr.
147 Chouinard will send the documents tomorrow.

148
149 *4.4 Action Items (moved from later in the meeting)*

Chairman Myette discussed additional work being requested by DES at the Chester Landfill during the May 2023 sampling. The Nobis Group is requesting additional funds for the sampling. Vice Chairman Couture pointed out this is a requirement, and the contract should be revised. This increase should be added to the budget.

Selectman Landau motioned to increase the new budget for the landfill monitoring wells by \$4K. 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 have Nobis Group prepare an amended contract for the May 2023 sampling. 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 Vote to Support/Not Support Warrant Articles (moved from earlier in the meeting)

Chairman Myette presented the warrant articles the Board needs to vote on.

Article #5 – Revaluation Capital Reserve Fund has estimated tax impact of \$0.02.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau – nay.

Article #6 – Solar Array has no estimated tax impact.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article #8 – CIP Funding

Shall the Town raise and appropriate the sum of six hundred thousand (\$600,000) to be added to the capital reserve fund known as the Town’s Municipal Capital Improvement Plan Capital Reserve Fund. Estimated tax impact is \$0.81.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Selectman D’Angelo mentioned that this is the same amount that has been funded for the last several years.

Article #9 - CIP Projects

Chairman Myette pointed out the projects total \$295,100.

GGB	Post Office Basement Steps & Bulkhead	\$9,600
GGB	Floor Scrubber	\$8,500
GGB	IT Hardware & Software Upgrades	\$6,200
Police	Personal Protective Equipment	\$10,000

Fire	Personal Protective Equipment	\$20,300
Fire	Two (2) Mobile Dispatch Terminals	\$15,000
Fire	Thermal Imagers	\$15,500
Highway	Surveying & Engineering Services	\$15,000
Highway	Loader	\$195,000

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Article #10 – Highway CIP Funding

Chairman Myette stated this is to raise and appropriate the sum of one million two hundred thousand dollars (\$1,200,000) to be added to the capital reserve fund known as the Highway Capital Improvement Plan Capital Reserve Fund established at the 2015 Town Meeting with one hundred forty-nine thousand sixty-five dollars (\$149,065) which is the anticipated grant amount this year from the New Hampshire Highway Block Grant to be used to offset this appropriation, fifty thousand dollars (\$50,000) from the June 30th, 2023 unassigned fund balance to be used to offset this appropriation, and the remainder of one million nine hundred thirty five dollars (\$1,000,935) to be raised through taxation.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Article #11 – Highway CIP Projects

Chairman Myette read Article 11

Shall the Town raise and appropriate the sum of one million two hundred eighty thousand two hundred dollars (\$1,282,200) for roadwork in the Town of Chester...

<i>Wear Course</i>	<i>Holman Way</i>	<i>\$59,400</i>
<i>Wear Course</i>	<i>Jennifer Drive</i>	<i>\$257,400</i>
<i>Wear Course</i>	<i>Parker Road</i>	<i>\$79,200</i>
<i>Wear Course</i>	<i>Rand Drive</i>	<i>\$217,800</i>
<i>Grind & Repave</i>	<i>Halls Village Road (Webster to Corner)</i>	<i>\$668,400</i>
		<i>\$1,282,200</i>

...and withdraw one million two hundred eighty thousand two hundred dollars (\$1,282,200) from the Highway Capital Improvement Plan Capital Reserve Fund created for these purposes.

This will be a non-lapsing article and the tax impact is \$0.00.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Article #12 – Funding Fire Department Apparatus Capital Reserve Fund

Chairman Myette explained this fund was created for future purchases for Fire Department apparatus.

234
235 *Shall the Town raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to*
236 *the Capital Reserve Fund known as the Fire Department Apparatus Capital Reserve Fund established*
237 *at the 2021 Town Meeting. Further to authorize the transfer of twenty-five thousand dollars*
238 *(\$25,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be*
239 *raised from taxation.*

240
241 A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent,
242 Couture – aye, Landau – aye.

243
244 Selectman D’Angelo asked about the amount currently in the fund. The amount currently in the
245 fund is six hundred and fifty thousand (\$650,000).

246
247 Chairman Myette read Article #13 – PACT.

248
249 *Special Warrant Article. Shall the Town raise and appropriate the sum of thirty-eight thousand dollars*
250 *(\$38,000) for the purpose of providing public, educational, and governmental access television in the*
251 *Town of Chester. Said funds to be withdrawn from the Special Revenue Fund known as the “PACT”*
252 *Fund established at the 2003 Town Meeting, separate from the General Fund and funded by Comcast*
253 *subscribers in the Town of Chester. If passed, this article will have no tax impact.*

254
255 A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent,
256 Couture – aye, Landau – abstained.

257
258 Selectman Landau feels it is an undue tax to the Comcast subscribers.

259
260 Selectman D’Angelo pointed out that with streaming growing, Comcast is being pushed to the side.
261 It is unsure how much longer this program will be funded.

262
263 Chairman Myette read Article #14 – Master Plan.

264
265 *Special Warrant Article. Shall the Town raise and appropriate the sum of eight thousand dollars*
266 *(\$8,000) to be added to the Town Master Plan Capital Reserve Fund established at the 2019 Town*
267 *Meeting. Estimated tax impact is \$0.01.*

268
269 A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent,
270 Couture – aye, Landau – aye.

271
272 Chairman Myette read Article #15 - Winter Road Maintenance Fund.

273
274 *Special Warrant Article. Shall the Town raise and appropriate the sum of one hundred five thousand*
275 *dollars (\$105,000) to be added to the expendable trust fund known as the Winter Road Maintenance*
276 *Fund established at the 2006 Town Meeting and increased at the 2017 Town Meeting for the purpose*
277 *of plowing, salting, sanding, and general winter road maintenance in the Town of Chester. The Winter*
278 *Road Maintenance Expendable Trust Fund shall not exceed one hundred five thousand dollars*
279 *(\$105,000). Tax estimate is \$0.14.*

280
281 This article will only be used if the Town exceeds the funds appropriated for winter road
282 maintenance by the Highway Department.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article #16 – Legal Costs Expendable Trust Fund.

Special Warrant Article. Shall the Town establish an expendable trust fund under the provisions of NH RSA 31:19-a, to be known as the Legal Costs Expendable Trust Fund for the purpose of funding any unanticipated increases in the cost of providing legal services over and above those budgeted for and to raise and appropriate the sum of thirty thousand dollars (\$30,000) to be placed in this fund from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation. The Legal Costs Expendable Trust Fund shall not exceed thirty thousand dollars (\$30,000).

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Selectman D’Angelo stated the Town has a 10-year contract with the Town of Derry for prosecution services.

Chairman Myette read Article #17 – Change in Town Meeting Date.

Shall the Town effect a change in the date of the annual Town Meeting so that the first session for choice of Town Officers elected by an official ballot and other action required to be inserted on said official ballot shall be held annually on the second Tuesday in May, and the second session for the transaction of other business on a date set by the Selectmen, effective January 1st, 2024.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Having a March Town Meeting makes it very difficult to estimate the budget.

Chairman Myette read Article #18 – Warfield Road Conservation Easement.

Shall the Town place a Conservation Easement on the Town-owned property designated by Map and Lot 004-004-001, consisting of 7.55 acres on Warfield Road in the South Woods, in order to permanently protect said area for nature study and recreation, and to enhance and maintain the scenic, wildlife, and open space that are an intrinsic part of Chester’s valuable rural character for the benefit of the Town of Chester and its citizens. Tax impact \$0.00.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article #19 – Pomp Road Conservation Easement.

Shall the Town place a Conservation Easement on the Town-owned property designated by Map and Lot 002-028-001, consisting of 66.37 acres with frontage on Pomp Road, in order to permanently protect said area for nature study and recreation, to protect the watershed and wetlands, and to enhance and maintain the scenic, wildlife, and open space that are an intrinsic part of Chester’s valuable rural character for the benefit of the Town of Chester and its citizens. Tax impact of \$0.00.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article #20 – Creation of Town Forest.

Shall the Town designate the following Town-owned properties, comprising 151.43 acres more or less, as Town Forest per RSA 31:110: Map and Lots 8-14-1, 8-15, 8-16, 8-18-3, 8-18-3A, 8-18-4, and 8-18-4A. Further as per RSA 31:112 to appoint the Conservation Commission as managers of the property.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – abstained.

Chairman Myette read Article #21 – Surveying of Town-Owned Properties.

Special Warrant Article. Shall the Town raise and appropriate the sum of thirty thousand dollars (\$30,000) for the purpose of surveying the outer boundaries of the following parcels of Town-owned land: Map and Lots 8-14-1, 8-15, 8-16, 8-18-3, 8-18-3A, 8-18-4, and 8-18-4A. Further to authorize the transfer of thirty thousand dollars (\$30,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation. If Warrant Article #20 passes, this article can be tabled.

Chairman Myette explained that if Article #20 passes, the Conservation Commission can fund the surveying.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article # 22 – Funding Historic Building Capital Reserve Fund.

Special Warrant Article. Shall the Town raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the Capital Reserve Fund known as the Historic Building Capital Reserve Fund established at the 2020 Town Meeting. Further to authorize the transfer of fifty thousand dollars (\$50,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Vice Chairman Couture stated the public hearing for Article # 23 – Transportation Improvement Capital Reserve Fund is scheduled for February 23, 2023.

Chairman Myette read Article # 24 – Readoption of Optional Veterans Tax Credit.

Shall the Town approve the readoption of the Optional Veteran’s Tax Credit (RSA 72:28 II) to allow for the expansion of the criteria needed to qualify for the Optional Veteran’s Tax Credit of \$750 to now include those service members that are currently serving and have not yet been honorably discharged from the armed services. The readoption of the Optional Veteran’s Tax Credit, if approved, would continue to offer a \$750 tax credit to all honorably discharged Veterans that qualify under the current requirements but as of April 1, 2023, it would expand the eligibility requirements to now include those individuals that have not yet been discharged from active service. If this Article does not pass the

Optional Tax Credit would revert to the Standard Veteran Tax Credit under RSA 72:28-I, and as of April 1, 2023, the Standard Veteran Tax Credit would be in place and reduce the Veteran Tax Credit from \$750 to \$50 per year.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article #25 – Readoption of All Veterans Tax Credit.

Shall the Town approve the readoption of the All Veteran’s Tax Credit (RSA 72:28.b) to allow for the expansion of the criteria needed to qualify for the All Veteran’s Tax Credit of \$750 to now include those service members that are currently serving and have not yet been honorably discharged from the armed services. The readoption of the All Veteran’s Tax Credit, if approved, would continue to offer a \$750 tax credit to all honorably discharged Veterans that qualify under the current requirements of (RSA 72:28.b) but as of April 1, 2023, it would expand the eligibility requirements to now include those individuals that have not yet been discharged from active service. If this Article does not pass the All Veteran Tax Credit would revert to the Standard Veteran Tax Credit under RSA 72:28-I, and as of April 1, 2023, the Standard Veteran Tax Credit would be in place and reduce the Veteran Tax Credit from \$750 to \$50 per year.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Chairman Myette read Article #26 – Funding Municipal Improvement Capital Reserve Fund.

Special Warrant Article. Shall the Town raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the Municipal Complex Improvement Capital Reserve Fund established in 2006. Further to authorize the transfer of ten thousand dollars (\$10,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

Selectman D’Angelo asked much is in the unassigned fund balance. Town Administrator Doda stated \$2.8 million is in the fund with about \$195K being used for the warrant articles.

Chairman Myette read Article #27 – Renaming of Municipal Complex Improvement Capital Reserve Fund.

Shall the Town rename the Municipal Complex Improvement Capital Reserve Fund, established in 2006, to the Municipal Property Improvement Capital Reserve Fund per RSA 35:16 for the purpose of utilizing funds to improve all Town-owned properties. 2/3rds ballot vote required.

The interpretation was that this fund could only be used on the Town Hall Building and this change will allow for the funds to be used on any town owned building.

A roll call vote to support the article was taken. Myette – aye, D’Angelo – aye, Owens - absent, Couture – aye, Landau – aye.

IV. Selectmen’s Business

4.1 Chairman’s Announcements

Chairman Myette announced the following meetings and upcoming events:

Monday February 20, 2023	Budget Committee Meeting at 7:00pm (Meeting Room)
Wednesday February 22, 2023	Planning Board Meeting at 7:00pm
Thursday, February 23, 2023	Board of Selectman Meeting at 6:00pm
Saturday, February 18, 2023	Winter Fest from 12pm to 5pm - Spring Hill Farm. Lots of activities and a bonfire.

4.2 Roundtable

Selectman Landau
Nothing to report

Selectman D’Angelo:
Nothing to report

Vice Chairman Couture
Nothing to report

Chairman Myette:
Nothing to report

4.3 Town Administrator’s Report
None

4.4 Action Items
None

II. New Business (cont’d)

3.1 Public Hearing on Budget and Warrant (moved from earlier in the meeting)

Selectman Landau mentioned the salary for the Town Clerk should be adjusted back to the original amount of \$67,663.00. Town Administrator Doda stated the monitoring wells budget was adjusted up by \$4K to correspond with an increase from the vendor for additional services requested by DES.

Vice Chairman Couture reported the library has requested an increase of \$2K for utilities.

Ms. Munson, Library Trustee, mentioned if the library is level funded for the year it will be a setback. She inquired if the Town would be giving raises to the employees. Vice Chairman Couture explained Ms. Knowlton (not present) has requested \$6.6K for raises for the employees.

Selectman Landau explained the library asked for a \$40K increase on the budget, the Board of Selectmen flatlined the budget. Now the request is for \$8.6K.

Town Administrator Doda reported with these addition increases the budget is \$5,732,612.00 an increase of 5.39%.

Mr. Richardson motioned to open the public hearing on the FY 23-24 proposed budget and warrant articles. Ms. Guilmette seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye. With all in favor, the motion passed.

Mr. Weider read Article #5 – Revaluation Capital Reserve Fund

Special Warrant Article. Shall the Town raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the Town Revaluation Capital Reserve Fund established at the 2009 Town Meeting in order to prepare for the next Town revaluation in 2024. Tax impact of \$.02.

Mr. Weider read Article #7 – Operating Budget

Shall the Town raise and appropriate the Budget Committee and Selectmen recommended amount of five million seven hundred thirty-two thousand six hundred twelve (\$5,732,612) for the operating budget for the support of Town government for the payment of salaries and for the payment of statutory obligations of the Town. This article does not include appropriations voted in other warrant articles.

	BOS
General Government	\$2,661,362
Public Safety	\$1,662,824
Highways, Streets, Bridges	\$829,853
Sanitation	\$235,999
Health & Welfare	\$26,272
Culture & Recreation	\$310,794
Conservation & Eco. Dev.	\$5,506
Debt Service	\$2
Total Appropriation	\$5,732,612

Mr. Weider mentioned at the last Budget Committee meeting the recommended budget was five million six hundred seventy-four thousand nine hundred forty nine dollars (\$5,674,949). The addition of \$15,663 for the Town Clerk, \$4K for the monitoring wells, \$5K for legal fees, and the \$8.6K for the library from tonight’s discussions were added to the budget.

Mr. Weider mentioned the following lines were requested to be reduced to...

- Salary Pool reduced to \$10K from \$14K.
- Legal line increased to \$65K from \$60K.
- PD Overtime line reduced to \$20K from \$25K.
- PD Fuel reduced to \$22K from \$26K.
- Highway Supervisor On Call Stipend reduced to \$5K from \$10, 400.
- Highway Roadside Cleanup reduced to \$15K from \$20K.

The Town employees and Town equipment can handle most of the roadside cleanup.

Mr. Weider pointed out rental equipment is in the budget for \$50K, but the Town is purchasing a loader in the CIP projects. Mr. Weider is suggesting to reduce the budget line to \$30K now that the Town does not have to lease a piece of equipment.

Mr. Piper, Supervisor of Roads, stated the rental equipment line is not just for a loader. The Town has to lease an excavator. If the line is reduced the Highway Department will only be doing the bare necessities with the cuts to the operating budget.

Chairman Myette mentioned the Highway budget is the most uncertain budget this year with this being a transition year from Road Agent to Supervisor of Roads.

Mr. Weider mentioned all the equipment the Town owns. Mr. Piper informed the Budget Committee the backhoe the Town owns is not road worthy due to the transmission and braking system. A backhoe loader would not be efficient for the amount of work the Highway Department needs to do.

Mr. Cannon felt the Town had a great deal with Road Agent Oleson for the last 16 years. He does not want to see Mr. Piper set up to fail in this new position. Mr. Cannon indicated it might be too much for Mr. Piper to do the amount of roadwork being requested in the CIP. The first year should be learning the position with a budget to support the basic needs of the community.

Mr. Weider feels Mr. Piper should concentrate on roadwork and let the Highway Department employees concentrate on the day-to-day operations.

Continuing with the changes to the budget

- Recreation wages reduced to \$5K from \$15K.

Mr. Weider explained there is money in the revolving account to offset the cost. Town Administrator Doda pointed out \$15K is already coming out of the revolving account to help subsidize the wages.

Mr. Cannon mentioned the first budget presented was six million one hundred twenty thousand one hundred forty- four (\$6,120,144) and the Board of Selectmen have made a huge effort to get the number down to five million seven hundred thirty-two thousand six hundred twelve (\$5,732,612). Mr. Cannon supports the Board of Selectmen’s budget.

Chairman Myette explained with all the inflation they were comfortable with a 5.39% increase.

Selectman Landau pointed out that while the welfare budget is \$8.00, the town must help people in need; some years it’s low, and other years can be significant. Wilcomb Townsend Trust does a lot for the Town and many towns do not have something like that to help residents.

Selectman Landau mentioned the effort put into the budget and if needed, he will support going to Town Meeting with two separate budgets \$24K apart.

The Budget Committee decided to go to Town Meeting with the Selectmen’s budget.

Mr. Cannon motioned to bring the Board of Selectmen budget of five million seven hundred thirty-two thousand six hundred twelve (\$5,732,612) to Town Meeting. Ms. Lister seconded the

motion. A roll call vote was taken. Weider – nay, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - nay. With five in favor, the motion passed.

The tax estimate for the Town is \$7.72 without addressing revenue.

Mr. Weider reread Article #7 – Operating Budget

Shall the Town raise and appropriate the Budget Committee and Selectmen recommended amount of five million seven hundred thirty-two thousand six hundred twelve dollars (\$5,732,612) for the operating budget for the support of Town government for the payment of salaries and for the payment of statutory obligations of the Town. This article does not include appropriations voted in other warrant articles.

	BOS	BC
General Government	\$2,661,362	\$2,661,362
Public Safety	\$1,662,824	\$1,662,824
Highways, Streets, Bridges	\$829,853	\$829,853
Sanitation	\$235,999	\$235,999
Health & Welfare	\$26,272	\$26,272
Culture & Recreation	\$310,794	\$310,794
Conservation & Eco. Dev.	\$5,506	\$5,506
Debt Service	\$2	\$2
Total Appropriation	\$5,732,612	\$5,732,612

Mr. Weider read Article #8 – CIP Funding.

Special Warrant Article. Shall the Town raise and appropriate the sum of six hundred thousand (\$600,000) to be added to the capital reserve fund known as the Town’s Municipal Capital Improvement Plan Capital Reserve Fund established at the 2013 Town Meeting.

Mr. Weider read Article #9 - CIP Projects.

Special Warrant Article. Shall the Town raise and appropriate the sum of two hundred ninety-five thousand one hundred dollars (\$295,100) for the following projects:

GGB	Post Office Basement Steps & Bulkhead	\$9,600
GGB	Floor Scrubber	\$8,500
GGB	IT Hardware & Software Upgrades	\$6,200
Police	Personal Protective Equipment	\$10,000
Fire	Personal Protective Equipment	\$20,300
Fire	Two (2) Mobile Dispatch Terminals	\$15,000
Fire	Thermal Imagers	\$15,500
Highway	Surveying & Engineering Services	\$15,000
Highway	Loader	\$195,000

and withdraw two hundred ninety-five thousand one hundred dollars (\$295,100) from the Municipal Capital Improvement Plan Capital Reserve Fund created for these purposes.

This will be a non-lapsing article per RSA 32:7-a, IV, and will not lapse until the work is complete, or December 31st, 2025, whichever comes first.

Selectman Landau mentioned some items were removed from the CIP projects. Replacing fencing at town fields for \$11, 283.00 will be taken out of impact fees. \$26,157.00 for Police Department Mobile Data Terminals will be funded from the Police Special Detail account. The Fire Department defibrillators were also removed.

Town Administrator Doda reported the CIP Capital reserves account balance as of December 31, 2022, is \$1.9M. There may still be transfers that need to come out of the count.

Mr. Dolan, 219 Shepard Home Road, mentioned the Fire Department Mobile Dispatch Terminals might be Mobile Data Terminals as the dispatching services are contracted out.

Mr. Weider read Article #10 – Highway CIP Funding.

Special Warrant Article. Shall the Town raise and appropriate the sum of one million two hundred thousand dollars (\$1,200,000) to be added to the capital reserve fund known as the Highway Capital Improvement Plan Capital Reserve Fund established at the 2015 Town Meeting with one hundred forty-nine thousand sixty-five dollars (\$149,065) which is the anticipated grant amount this year from the New Hampshire Highway Block Grant to be used to offset this appropriation, fifty thousand dollars (\$50,000) from the June 30th, 2023 unassigned fund balance to be used to offset this appropriation, and the remainder of the one million nine hundred thirty five dollars (\$100,935,000) to be raised through taxation. Estimated Tax Impact: \$1.35.

Mr. McKinnon inquired where the \$750K from the conversation on Monday night is. Chairman Myette explained the ARPA Funds and the Bipartisan grant the Town received for roads, bridges, and stormwater and where the money has been earmarked for projects.

Chairman Myette explained the Highway CIP, funding, and projects. Mr. Weider explained how the CIP was created and the reasons for creating it.

Mr. LaVita, 235 Raymond Road, inquired how much more he would be paying in taxes. Without going thru all the warrant articles it would be hard to estimate the impact. Mr. LaVita feels with the inflation and higher prices for food, gas, and electric, raising taxes might be a challenging this year. Ms. Lister stated the revenues have not been discussed and that will help offset the taxes.

The Boards discussed how the numbers could be changed so the tax impact could be reduced. Also discussed were what projects might be taken off this year. Selectman D’Angelo agreed with Mr. Cannon that Halls Village Road could be done another year once all the engineering has been completed. Selectman Landau feels the engineering costs for Halls Village Road should be included in the projects for next year.

The proposed warrant article is: *Shall the Town raise and appropriate the sum of one million dollars (\$1,000,000) to be added to the capital reserve fund known as the Highway Capital Improvement Plan Capital Reserve Fund established at the 2015 Town Meeting with one hundred forty-nine thousand sixty-five dollars (\$149,065) which is the anticipated grant amount this year from the New Hampshire Highway Block Grant to be used to offset this appropriation, three hundred and fifty thousand dollars (\$350,000) from the June 30th, 2023 unassigned fund balance to be used to offset this appropriation,*

and the remainder of the five hundred thousand nine hundred thirty five dollars (\$500,935) to be raised through taxation. Estimated Tax Impact: \$0.67.

Chairman Myette proposed: *Shall the Town raise and appropriate the sum of nine hundred thousand dollars (\$900,000) to be added to the capital reserve fund known as the Highway Capital Improvement Plan Capital Reserve Fund established at the 2015 Town Meeting with one hundred forty-nine thousand sixty-five dollars (\$149,065) which is the anticipated grant amount this year from the New Hampshire Highway Block Grant to be used to offset this appropriation, two hundred and fifty thousand dollars (\$250,000) from the June 30th, 2023 unassigned fund balance to be used to offset this appropriation, and the remainder of the five hundred thousand nine hundred thirty five dollars (\$500,935) to be raised through taxation. Estimated Tax Impact: \$0.67.*

The Budget Committee agreed with Chairman Myette’s suggestion.

Mr. Richardson motioned to bring the revised warrant article to Town Meeting. Mr. McKinnon seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – nay, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With six in favor, the motion passed.

Mr. Weider read Article #11 – Highway CIP Projects.

Special Warrant Article. Shall the Town raise and appropriate the sum of one million two hundred eighty-two thousand two hundred dollars (\$1,282,200) for the following roadwork in the Town of Chester:

<i>Holman Way</i>	<i>\$59,400</i>
<i>Jennifer Drive</i>	<i>\$257,400</i>
<i>Parker Road</i>	<i>\$79,200</i>
<i>Rand Drive</i>	<i>\$217,800</i>
<i>Halls Village Road</i>	<i>\$668,400</i>
<i>Total</i>	<i>\$1,282,200</i>

and withdraw one million two hundred eighty-two thousand two hundred dollars (\$1,282,200) from the Highway Capital Improvement Plan Capital Reserve Fund created for these purposes.

This will be a non-lapsing article per RSA 32:7-a, IV, and will not lapse until the work is complete, or December 31st, 2025, whichever comes first.

Ms. Guilmette suggested decreasing Halls Village Road to one hundred thousand dollars (\$100,000). Chairman Myette felt one hundred thousand dollars (\$100,000) would be too low and suggested One hundred and twenty-five thousand dollars (\$125,000) for engineering costs.

The article will now read: *Shall the Town raise and appropriate the sum of seven hundred thirty-eight thousand eight hundred dollars (\$738,800) for the following roadwork in the Town of Chester:*

<i>Holman Way</i>	<i>\$59,400</i>
<i>Jennifer Drive</i>	<i>\$257,400</i>
<i>Parker Road</i>	<i>\$79,200</i>
<i>Rand Drive</i>	<i>\$217,800</i>
<i>Halls Village Road</i>	<i>\$125,000</i>

Total \$738,800

and withdraw seven hundred thirty-eight thousand eight hundred dollars (\$738,800) from the Highway Capital Improvement Plan Capital Reserve Fund created for these purposes.

This will be a non-lapsing article per RSA 32:7-a, IV, and will not lapse until the work is complete, or December 31st, 2025, whichever comes first.

Mr. Weider read Article #12 – Funding Fire Department Apparatus Capital Reserve Fund

Special Warrant Article. Shall the Town raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Capital Reserve Fund known as the Fire Department Apparatus Capital Reserve Fund established at the 2021 Town Meeting. Further to authorize the transfer of twenty-five thousand dollars (\$25,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation.

The current amount in the account is approximately six hundred and fifty thousand dollars (\$650,000).

Mr. Weider read Article #13 – PACT

Special Warrant Article. Shall the Town raise and appropriate the sum of thirty-eight thousand dollars (\$38,000) for the purpose of providing public, educational, and governmental access television in the Town of Chester. Said funds to be withdrawn from the Special Revenue Fund known as the “PACT” Fund established at the 2003 Town Meeting, separate from the General Fund and funded by Comcast subscribers in the Town of Chester. If passed, this article will have no tax impact.

Mr. Weider read Article #14 – Master Plan

Special Warrant Article. Shall the Town raise and appropriate the sum of eight thousand dollars (\$8,000) to be added to the Town Master Plan Capital Reserve Fund established at the 2019 Town Meeting. Estimated Tax Impact: \$0.01

Mr. Weider read Article #15 - Winter Road Maintenance Fund

Special Warrant Article. Shall the Town raise and appropriate the sum of one hundred five thousand dollars (\$105,000) to be added to the expendable trust fund known as the Winter Road Maintenance Fund established at the 2006 Town Meeting and increased at the 2017 Town Meeting for the purpose of plowing, salting, sanding, and general winter road maintenance in the Town of Chester. The Winter Road Maintenance Expendable Trust Fund shall not exceed one hundred five thousand dollars (\$105,000). Estimated Tax Impact: \$0.14

This has been a standard amount for many years.

Mr. Weider read Article #16 – Legal Costs Expendable Trust Fund

Special Warrant Article. Shall the Town establish an expendable trust fund under the provisions of NH RSA 31:19-a, to be known as the Legal Costs Expendable Trust Fund for the purpose of funding any unanticipated increases in the cost of providing legal services over and above those budgeted for and to raise and appropriate the sum of thirty thousand dollars (\$30,000) to be placed in this fund from

the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation. The Legal Costs Expendable Trust Fund shall not exceed thirty thousand dollars (\$30,000).

Mr. Weider read Article #21 – Surveying of Town-Owned Properties

Special Warrant Article. Shall the Town raise and appropriate the sum of thirty thousand dollars (\$30,000) for the purpose of surveying the outer boundaries of the following parcels of Town-owned land: Map and Lots 8-14-1, 8-15, 8-16, 8-18-3, 8-18-3A, 8-18-4, and 8-18-4A. Further to authorize the transfer of thirty thousand dollars (\$30,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation. If Warrant Article #20 passes, this article can be tabled.

Chairman Myette confirmed if Article #20 passes then the Conservation Commission will be funding the survey and this article will be tabled. Selectman Landau mentioned if the Town Forest is created that is the exclusive use for the property in the future.

Mr. Weider read Article # 22 – Funding Historic Building Capital Reserve Fund

Special Warrant Article. Shall the Town raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the Capital Reserve Fund known as the Historic Building Capital Reserve Fund established at the 2020 Town Meeting. Further to authorize the transfer of fifty thousand dollars (\$50,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation.

Chairman Myette explained this fund will help with the repairs to town buildings. Mr. Cannon felt the capital improvement fund was created for this purpose.

Mr. Weider read Article #26 – Funding Municipal Improvement Capital Reserve Fund

Special Warrant Article. Shall the Town raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the Municipal Complex Improvement Capital Reserve Fund established in 2006. Further to authorize the transfer of ten thousand dollars (\$10,000) from the June 30th, 2023 unassigned fund balance for this purpose with no amount to be raised from taxation.

Mr. Weider read Article # 23 – Transportation Improvement Capital Reserve Fund

The public hearing is scheduled for February 23rd, 2023. No votes tonight on this article.

Special Warrant Article. Shall the Town establish a Transportation Improvement Capital Reserve Fund under the provisions of RSA 261:153 for the purpose of supporting Town transportation improvement, including but not limited to roads, bridges, culverts, electric charging stations, and bike lanes, and further to impose and collect an additional motor vehicle registration fee of up to \$5.00 per vehicle, the entirety of such fees to be placed in this fund, and further to raise and appropriate the sum of \$1 to be placed into this fund. The Board of Selectmen will be named as agents to expend from this fund. If passed, this article will have no tax impact. Ballot vote required.

Ms. Guilmette motioned to close the public hearing. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – nay, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette – aye. With six in favor, the motion passed.

The public hearing was closed at 9:05 PM.

Mr. Cannon motioned to recommend Article 5 - Revaluation Capital Reserve Fund. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With all in favor, the motion passed.

Mr. Cannon motioned to recommend Article #7 Operating Budget. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With all in favor, the motion passed.

Mr. Cannon motioned to recommend Article #8 CIP Funding. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – abstained, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With six in favor, the motion passed.

Mr. Cannon motioned to recommend Article #9 CIP Projects. Ms. Guilmette seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – abstained, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With six in favor, the motion passed.

Mr. Cannon motioned to recommend Article #10 Highway CIP Funding. Ms. Guilmette seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – abstained, Lister – aye, Cannon – nay, McKinnon – aye, Richardson – aye, Guilmette - nay. With four in favor, the motion passed.

Mr. Cannon motioned to recommend Article #11 Highway CIP Projects. Ms. Guilmette seconded the motion. A roll call vote was taken. Weider – nay, D’Angelo – abstained, Lister – aye, Cannon – nay, McKinnon – aye, Richardson – aye, Guilmette - aye. With five in favor, the motion passed.

Mr. Cannon motioned to recommend Article #12 Funding Fire Department Apparatus Capital Reserve Fund. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – abstained, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With six in favor, the motion passed.

Mr. Cannon motioned to recommend Article #13 PACT. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – abstained, McKinnon – aye, Richardson – aye, Guilmette - aye. With six in favor, the motion passed.

Mr. Cannon motioned to recommend Article #14 Master Plan. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With all in favor, the motion passed.

Mr. Cannon motioned to recommend Article #15 Winter Road Maintenance Fund. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With all in favor, the motion passed.

Mr. Cannon motioned to recommend Article #16 Legal Costs Expendable Trust Fund. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With all in favor, the motion passed.

Mr. Cannon motioned to recommend Article #21 Surveying of Town-Owned Properties. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon –nay, McKinnon – aye, Richardson – aye, Guilmette - aye. With six in favor, the motion passed.

Mr. Cannon motioned to recommend Article #22 Funding Historic Building Capital Reserve Fund. Mr. Richardson seconded the motion. A roll call vote was taken. Weider – nay, D’Angelo – aye, Lister – nay, Cannon – nay, McKinnon – nay, Richardson – nay, Guilmette -nay. With one in favor, the article is not recommended.

Mr. Cannon motioned to recommend Article #26 Funding Municipal Improvement Capital Reserve Fund. Mr. McKinnon seconded the motion. A roll call vote was taken. Weider – nay, D’Angelo – aye, Lister – aye, Cannon –nay, McKinnon – nay, Richardson – nay, Guilmette -nay. With two in favor, the article is not recommended.

Mr. Cannon motioned to adjourn the Budget Committee Meeting. Mr. Lister seconded the motion. A roll call vote was taken. Weider – aye, D’Angelo – aye, Lister – aye, Cannon – aye, McKinnon – aye, Richardson – aye, Guilmette - aye. With all in favor, the motion passed.

The Committee Meeting was adjourned at 9:15 PM and the Board of Selectman meeting resumed.

4.5 Non-Public Session(s)

Vice Chairman Couture motioned to go into non-public session pursuant to 91-A:3(II), (e) pending litigation and (j) financial information. 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.

The meeting was closed to the public at 9:17 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 9:43 PM.

Vice-Chairman Couture motioned to seal the minutes of the first non-public session, on Public Employees. 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.

Vice-Chairman Couture motioned to seal the minutes of the second non-public session, on Reputation. 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.

Vice-Chairman Couture motioned to seal the minutes of the third non-public session, on Pending Litigation. 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.

899
900 *Vice-Chairman Couture motioned to seal the minutes of the fourth non-public session, on Public*
901 *Property. Selectman Landau seconded the motion. A roll call vote was taken. Myette – aye,*
902 *D’Angelo – aye, Owens – absent, Couture – aye, Landau – aye. With four in favor, the motion*
903 *passed with Owens absent.*

904
905 **V. Adjournment**

906
907 *Selectman Landau moved to adjourn the meeting. Selectman D’Angelo seconded the motion. A*
908 *roll call vote was taken. Myette – aye, D’Angelo – aye, Owens – absent, Couture – aye, Landau –*
909 *aye. With four in favor, the motion passed with Owens absent.*

910
911 The meeting was adjourned at 9:48 PM.

912
913 Respectfully submitted,

914
915 Janis A. Jalbert
916 Recording Secretary