

**Town of Chester  
Selectboard’s Meeting  
Thursday, May 18, 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)

Solar Working Group

Appointment to Recreation Commission: S. Wright

Reappointment to Wason Pond Commission: S. Wright, C. Hadik, D. Quinn, J. Dalrymple

Reappointment to Spring Hill Farm Advisory Committee: B. Sautter, C. Costine

Reappointment to Conservation Commission: D. Munson, R. Sibley

Reappointment to Planning Board: M. Weider

Introduction of Dan King- Potential Highway Department employee

Garabedians

Post Office Lease Renewal

Constellation Energy Contract Renewal

Animals at Wason Pond during Wrangler – May 20<sup>th</sup>, 2023

Clean Harbors

Tax Map Maintenance Proposal

Consent Agenda

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 Selectboard to order at 6:00pm.

*1.2 Roll Call*

Selectboard Present:

Chuck Myette

Steve Couture

Dana Theokas

Dick Trask

Stephen Landau

Debra Doda, Town Administrator

Members of the Public Present at various times:

Steve Bennett, Wadleigh, Starr & Peters, PLLC  
Anthony Bistany, The Law Offices of Anthony Bistany LLC  
Ted Broadwater  
Patrick Connelly  
Colin Costine  
Ginette Duchaine  
Phil Gladu, Fire Chief  
Chris Hadik  
Dan King  
Doug MacGuire, Dubay Group  
Jack Myers  
Nancy Myette  
Darrell Quinn  
Corinna Reishus, Recreation Director  
Brent Richardson  
Michelle Rowden  
Beth Sautter  
Saul Shriber  
Maria Veale  
Sandra Wright

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 3.4 Clean Harbors and 3.5 Tax Map Maintenance Proposal.

### *1.5 Public Comment*

Chairman Myette opened the meeting to public comment at 6:02pm.

As no Members of the Public wished to be heard, Public Comment was closed at 6:03pm.

## **II. Appointments**

### *2.1 Solar Working Group*

Vice Chairman Couture explained this working group has been established after the vote at Town Meeting. Their mission is to assess and recommend solar power options to offset municipal electrical costs and provide revenue to the Town. This is expected to be achieved by January 18th, 2024. The group consists of nine volunteers from the town. Chairman Myette thanked the members who volunteered.

Mr. Shriber mentioned the first meeting will be Thursday May 25<sup>th</sup>, 2023, at 6:00pm in the Main Meeting room and is open to the public.

***Vice Chairman Couture motioned to appoint Ted Broadwater, Patrick Connelly, Ginnette Duchaine, Chris Harper, Ann Podlipny, Brent Richardson, Michelle Rowden, Saul Shriber, Rick Sibley, and Maria Veale as regular members of the Solar Working Group. Selectman Trask seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

## ***2.2 Appointment to Recreation Commission***

Recreation Director Reishus presented Ms. Wright to be appointed to the Recreation Commission. Mr. Webster previously held the position and with his work schedule he is unable to continue. Ms. Wright has volunteered at Recreation activities in the past and will be a great addition.

***Vice Chairman Couture motioned to appoint Sandra Wright as a regular member of the Recreation Commission (term to expire May 31st, 2026). Selectwoman Theokas seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

## ***2.3 Reappointments***

### ***2.3.1 Wason Pond: Sandra Wright, Chris Hadik, Darrell Quinn, John Dalrymple***

Mr. Hadik mentioned that Mr. Webster has stepped down and Ms. Wright will be taking his position as a representative of Recreation on the Wason Pond Commission. There is an opening as a member at large if anyone is interested.

***Vice Chairman Couture motioned to appoint Sandra Wright as a regular member and representative of the Recreation Commission on the Wason Pond Conservation and Recreation Commission (term to expire May 31st, 2026). Selectwoman Theokas seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

***Vice Chairman Couture motioned to reappoint Chris Hadik as a regular member of the Wason Pond Conservation Commission (term to expire May 31st, 2026). Selectwoman Theokas seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

***Vice Chairman Couture motioned to reappoint John Dalrymple and Darrell Quinn as alternate members of the Wason Pond Conservation Commission (terms to expire May 31st, 2026). Selectwoman Theokas seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

### ***2.3.2 Spring Hill Farm Advisory Committee: Beth Sautter, Colin Costine***

Ms. Sautter mentioned she has been on the Advisory group for 3 years and would like to continue. Vice Chairman Couture thanked the group for doing a great job at Spring Hill Farm.

**Selectman Landau motioned to reappoint Beth Sautter as a regular member of the Spring Hill Farm Advisory Committee (term to expire May 31st, 2026). Selectman Trask seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.**

**Selectman Landau motioned to reappoint Colin Costine as an alternate member of the Spring Hill Farm Advisory Committee (term to expire May 31st, 2026). Selectman Trask seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.**

**2.3.3 Conservation Commission: Deb Munson, Rick Sibley**

**Selectwoman Theokas motioned to reappoint Deb Munson and Rick Sibley as regular members of the Conservation Commission (terms to expire May 31st, 2026). Selectman Trask seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.**

**2.3.4 Planning Board: Michael Weider**

**Selectman Trask motioned to reappoint Mike Weider as a regular member of the Planning Board (term to expire May 31st, 2026). Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.**

**2.4 Introduction of Dan King – potential Highway Department employee**

Mr. Myers, Highway Department employee, presented Mr. King as a potential candidate for the Highway Department.

Mr. King went through his background and mentioned he is familiar with highway work with past experiences with the State and other Towns. Selectman Trask met with Mr. King and Mr. Piper (not present) last week and Mr. Piper would like to hire Mr. King if the Board approves.

Mr. King asked what skills the Town is looking for in the Highway Department position. Chairman Myette stated they would like a hard worker with experience in Highway work. Mr. King is looking forward to joining the team and has lots of skills that are useful for the town.

Selectman Landau questioned if he would be available as back up if the town had minor problems that needed to be addressed. Mr. King is familiar with these sorts of incidents and would be available.

Chairman Myette thanked Mr. King for his time and advised they would let him know the decision after review with Mr. Piper. With the knowledge that Mr. Piper gave his approval to hire Mr. King, he was asked to stay for a nonpublic session.

**2.5 Garabedians**

Chairman Myette recused himself and went to sit in the audience.

Mr. MacGuire, Dubay Group, presented the plan to the Board with the dimensions of the apron to be installed on Stowe Road to help prevent damage to Fremont Road. There will also be a gravel bump

out that was requested by the Planning Board. Selectwoman Theokas drove down Stowe Road and approves of the bump out. Vice Chairman Couture suggested working with the Supervisor of Roads with the placement of the bump out.

Selectman Landau questioned if there would be anything to clear the tires before getting to Fremont Road. Mr. MacGuire advised that there are plans in place and if there are any issues at the intersection they would be handled as needed. Selectman Landau mentioned Fremont Road is well traveled and it was suggested to have the road marked with a single yellow line. Although it has not been officially asked until tonight, it was mentioned in passing and they are willing to pay to have it done.

Selectman Landau inquired about the length of time for this project. Mr. MacGuire mentioned there were no limitations for the length of time, but it would be multiple years. Selectman Landau asked that they be cognizant about the school buses. Selectwoman Theokas mentioned the bus information was sent to the Dubay Group.

Selectman Trask is concerned with the wear and tear on the roads. Mr. MacGuire advised they have a substantial bond on the road and will be monitoring it.

***Selectman Trask motioned to approve the proposed changes to Stowe Road as presented upon confirmation of the secondary gravel pull off by the Supervisor of Roads and the solid yellow line be painted on Fremont Road from Route 102 to Towle Road. The line will be painted within 90 days. Selectwoman Theokas seconded the motion. A roll call vote was taken; Trask–aye, Theokas –aye, Couture –aye, Landau –abstained. With four in favor, the motion passed with Landau abstaining.***

Selectwoman Theokas stated this was a long journey and thanked Mr. MacGuire for working with the Town. Mr. MacGuire agreed it has been a long process. Mr. MacGuire inquired when the intent to excavate would be signed. He was informed that it had been signed last week.

Selectman Landau requested to allow public comment. Vice Chairman Couture mentioned this was not a public hearing, but comments would be allowed. Mr. Shriber is concerned with how this project would affect the water in the area. He was informed that that topic was discussed at a Planning Board meeting.

Chairman Myette returned to the table.

### **III. New Business**

#### ***3.1. Post Office Lease***

Selectman Landau mentioned the contract has a couple of issues. There is no termination clause for the Town and this contract asks for the Town to pay a 4% commission to the company writing the lease. Town Administrator Doda stated per Town Counsel the Town is not obligated to pay the 4%. Chairman Myette questioned if Town Counsel had reviewed the contract. Town Administrator Doda advised it has been reviewed and is similar to the last few post office leases.

Vice Chairman Couture asked if the lease was written by the Jones Lang LaSalle Americas, Inc before. It was not, according to Town Administrator Doda. Chairman Myette asked what it costs the Town to maintain the building. Vice Chairman Couture suggested calling other Towns and asking about their contracts.

***Selectman Landau motioned to table approval of the Post Office lease. Selectman Trask seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

### *3.2 Constellation Energy Contract Renewal*

Chairman Myette questioned if this is the same contract that was just signed. Town Administrator Doda explained this contract is to lock in the rate per kilowatt, and the last one was for the rebate.

***Selectman Trask motioned to sign the Constellation Energy Contract Renewal. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

### *3.3 Animals at Wason Pond during Wrangler – May 20<sup>th</sup>, 2023*

Town Administrator Doda stated this was added to remind residents that the Wason Pond Wrangler is Saturday May 20<sup>th</sup>, and the Selectboard has asked for no animals at Wason during the event.

### *3.4 Clean Harbors*

Town Administrator Doda stated this is a bill for \$6,665.83 from Clean Harbors to get rid of the contaminated waste oil at the Transfer Station. It was tested and has come back contaminated.

The question was raised about if there is a way to test before dumping into the tank and who dumps the oil into the tank. Vice Chairman Couture feels that is an issue having residents pour their own oil into the tank. In other towns, residents drop off the oil and the staff at the Transfer Station dumps it in the tank eliminating one opportunity for contamination. Selectman Landau is attending an NRRRA event next week and will attempt to speak to someone who is from another town that also takes oil.

Chairman Myette stated the two options for the Town are either stop taking waste oil or pay to have it removed. Selectman Trask feels it would be an environmental hazard to stop taking it. People may just dump it on the ground. Chairman Myette mentioned oil can be taken; to Hazardous Waste Day which happens twice a year.

The consensus was to not sign the quote and have Maintenance Director Cavanaugh (not present) and Transfer Station Foreman Manfrates (not present) come to a Board meeting to explain what our options are. Selectman Landau also noted that he (as well as Maintenance Director Cavanaugh and Transfer Station Foreman Manfrates) will be attending the Northeast Resource Recovery Association (NRRRA) Conference next week and he will look for other oil-handling vendors present to discuss the situation.

### *3.5 Tax Map Maintenance Proposal*

Chairman Myette mentioned this contract has a discrepancy with the dollar amount per building. One page says \$15.00 per building added or changed and another page says \$20.00 per building. The Board has agreed to sign marking the document to reflect the lower amount per building.

***Vice Chairman Couture motioned to sign the Tax Map Maintenance Proposal with the \$15.00 per building fee for changes. Selectwoman Theokas seconded the motion. A roll call vote was taken;***

***Myette – aye, Trask– nay, Theokas –aye, Couture –aye, Landau – aye. With four in favor, the motion passed.***

#### **IV Consent Agenda**

##### ***4.1 Hanson and Shepard Home Road Engineering Contracts***

Chairman Myette explained this is for ongoing work.

##### ***4.2 Intent to Cut: Liberty Woods***

Selectman Landau advised he would abstain as an abutter.

##### ***4.3 Minutes: May 4<sup>th</sup>, 2023***

No Comments

***Vice Chairman Couture motioned to approve the items 4.1, 4.2, and 4.3 on the Consent Agenda. Selectman Trask seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – abstained. With four in favor, the motion passed with Landau abstaining.***

#### **V. Selectmen’s Business**

##### ***4.1 Chairman’s Announcements***

Chairman Myette congratulated Chester Academy for winning the 2023 NH K-8 School of Excellence Award.

Vice Chairman Couture requested Recreation Director Reishus to join the Board about the fencing impact fee email and if additional fund approval will be needed. She mentioned at the last Selectboard meeting, the impact fees were approved for the fencing project. The project came in over the approved amount. The Selectboard requested Recreation Director Reishus ask the field users to pay a third of the cost not covered by impact fees. Busche Academy paid the requested amount and both Chester Academy and Chester Baseball and Softball Association have refused.

***Vice Chairman Couture motioned to request the additional amount of \$991.34 from recreation impact fees. Selectwoman Theokas seconded the motion.***

Selectman Trask asked if the motion can be amended to include if the impact fees cannot be used, the funds will come from the budget.

***Vice Chairman Couture amended the motion to request the additional amount of \$991.34 from recreation impact fees, and if impact fees are not available the funds will be taken; from the budget. Selectwoman Theokas seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – abstained. With four in favor, the motion passed with Landau abstaining.***

Town Administrator Doda mentioned the Transfer Station employees were concerned with speeding. Since the Police Department put the speed trailer at the Transfer Station speeding has improved.

Chairman Myette announced the following meetings and upcoming events:

Wednesday May 24, 2023	Planning Board at 7:00pm
Thursday May 25, 2023	Solar Working Group Meeting at 6:00pm
Thursday June 1, 2023	Selectboard Meeting at 6:00pm
Saturday, May 20, 2023	Wason Pond Wrangler Day. Selectboard has asked for no animals during the event.
Saturday, May 20, 2023	Book Sale and Bake Sale 9-1 front lawn of the Library. Cash or checks only.
Saturday, May 20, 2023	Congregational Church’s Pulled Pork To Go 11am – 1pm
Monday, May 22, 2023	A Brief & Gentle Introduction Current & Historical RSAs at 7:00pm at Stevens Hall
Monday May 29, 2023	Town Offices closed for Memorial Day
Saturday June 3, 2023	Fishing Derby at Wason Pond. Registration is 8:30 fishing is 9:00 to 12:00 with prizes after.

#### *4.2 Roundtable*

Selectman Landau mentioned the Historical Society’s concert with a pianist and flutist was well attended at Stevens Hall. Selectman Landau has one nonpublic on employment.

Selectwoman Theokas:  
*Nothing to report.*

Selectman Trask:  
*Nothing to report.*

Vice Chairman Couture will have an outline for the budget process at the next meeting. He mentioned this would be a good time to go out for bid for engineering services in the Town. Selectwoman Theokas mentioned a timeframe for the bid. Selectman Landau reminded the Board any term longer than a year would need to be voted on at the Town Meeting.

Vice Chairman Couture thanked Town Administrator Doda and Selectboard Administrative Assistant Jalbert on getting all the meeting documents posted on the website.

Chairman Myette received an email from Pinkerton student Nora Fallavollita regarding the intersection at the center of town. The letter was well written and thought out. He responded by thanking her for coming forward with an issue and a solution to the problem, then he referred her to the state. Selectman Landau mentioned the center of town is in the top 10 for being one of the worst intersections in NH.



Chairman Myette mentioned the Board spoke about work sessions. He suggested the first work session be held in June. Some topics would be around the matrix, reviews, policies, and procedures. Chairman Myette mentioned having one page for every department about upcoming activities, CIP, promotion, etc. Selectman Trask would like to see a succession plan with many of the department heads getting closer to retirement.

*4.3 Town Administrator’s Report*

*Nothing to report*

*4.4 Action Items*

*None*

*4.5 Non-Public Session(s)*

Chairman Myette announced non-public sessions on Finance and Public Employees.

***Selectman Landau motioned to go into non-public session pursuant to 91-A:3(II) (a) Public Employees and (b) Employment. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

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

Mr. Myers and Mr. King entered the meeting room at 7:53 PM and departed at 8:04 PM.

Town Clerk Celentano entered the meeting room at 8:04 PM and departed at 8:31 PM.

Fire Chief Gladu entered the meeting room at 8:32 PM and departed at 8:51 PM.

***Selectman Trask motioned to come out of non-public session. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

The meeting was reopened to the public at 9:41 PM.

***Selectman Trask motioned to seal the minutes of the first non-public session, on Employment. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

***Selectman Trask motioned to seal the minutes of the second non-public session, on Employment. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

***Selectman Trask motioned to seal the minutes of the third non-public session, on Public Employees. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

***Selectman Trask motioned to seal the minutes of the fourth non-public session, on Public Employees. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.***

449  
450 *Selectman Trask motioned to seal the minutes of the fifth non-public session, on Public*  
451 *Employees. Vice Chairman Couture seconded the motion. A roll call vote was taken; Myette – aye,*  
452 *Trask– aye, Theokas –aye, Couture –aye, Landau – aye. With all in favor, the motion passed.*  
453

454 **VI. Adjournment**  
455

456 *Selectman Landau moved to adjourn the meeting. Vice Chairman Couture seconded the motion.*  
457 *A roll call vote was taken; Myette – aye, Trask– aye, Theokas –aye, Couture –aye, Landau – aye.*  
458 *With all in favor, the motion passed.*  
459

460 The meeting was adjourned at 9:47 PM.

461  
462 Respectfully submitted,

463  
464 Janis A. Jalbert  
465 Recording Secretary