

**Town of Chester
Board of Selectmen Meeting
Thursday, April 21st, 2016
Municipal Complex
Approved Minutes**

I Preliminaries

Call the Meeting to Order

Roll Call

Pledge of Allegiance

Chairman's Additions or Deletions

Public Comment

Approval of Minutes

Interim Chief Greg Bolduc - Forestry Tanker

Dr. Becky Owens - Appointee to Recreation Commission

Insurance Quotes

New Hire - Police Department Administrative Assistant Heather Paquette

Roundtable

Public Comment

Non-Public Sessions

Adjournment

1.1 Call to Order

Chairman Landau called this meeting of the Town of Chester Board of Selectmen to order at 7:08pm.

1.2 Roll Call

Selectmen present:

Joe Castricone

Joseph Hagan

Stephen Landau

Dick Trask

Selectmen absent:

Jack Cannon

Members of the Public present, at various times:

Aaron Berube, Police Chief

Greg Bolduc, Interim Chief, Fire Department

Ben Clark, Captain, Fire Department

Colin Costine

Becky Owens

Heather Paquette

Corinna Reishus, Recreation Commission

Matt Rittenhouse, Tri-Town Times

Leroy Scott

Michelle Trask, Recreation Commission

Michael Weider

And others unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Landau led the attendees in the Pledge of Allegiance.

1.4 Additions and Deletions

An appointment with the Recreation Commission and prospective appointee Dr. Becky Owens was added.

1.5 Public Comment

Colin Costine stood and was recognized. He wished to commend the Board for having discussions with the former Fire Chief, Mr. Antoine, that ended with an 'agreement'. He opined that it was unfortunate that another employee had stated on social media that Mr. Antoine had been 'dismissed' by the Board of Selectmen, and had encouraged members of the public to attend a Selectmen's meeting to support him. He noted that those in attendance felt that Mr. Antoine did his job, and that cannot be doubted, but that just because a person can perform well in a firefighter or rescue position did not mean that he was able to do the rest of the job. He added that perhaps issues printed in the Tri-Town Times and on other social media led to the Selectmen having the study done, and encouraged residents to compare the 2013 and 2015 Town Reports to see what the problem was.

As no other Members of the Public wished to be heard, Public Comment was closed at 7:13pm.

II. Old Business

2.1 Approval of Minutes

This subject was not addressed tonight. There is a sheet in the Selectmen's Office on which Selectmen can note their approval of past minutes.

III. New Business

3.1 Interim Chief Greg Bolduc - Forestry Tanker

Interim Fire Chief Bolduc and Captain Clark appeared before the Board to discuss the Forestry Tanker, which is now back in service; it has been registered, insured, and inspected as of 6pm tonight.

They met, along with Captain Phil Gladu, last night to discuss the process to hire another Full Time Firefighter. The position will be posted internally for two weeks, and then externally; the minimum qualifications to be considered are Firefighter 1, Firefighter 2, and EMT. Having inspector certification would be good. The projected start date will be July 1st, 2016.

Derry's Fire Inspector went to Chester Academy today with Firefighter Coulter and performed a two and a half hour long inspection.

They have received seven applications to join the volunteer force; four are from new people, and three of those are still in High School. The three High School students would not be able to start until mid-July, but will have their EMT certification already at that point; two of these are Explorers under Captain Clark, and the third is a current member's daughter. As they all plan to attend college, it was agreed that they will work during their breaks to cover open shifts. The other three applicants are former members of the Department, and the process to bring them on has already begun - physicals, background checks, etc. All seven will be brought in before the Board at some point.

If all seven applicants become members, this will bring the Association's total to 42. The limit of 40 was

researched and determined to be set forth in the "Departmental Regulations", which are old and haven't been followed for years; can changes be made? Selectman Castricone believes that these are put in place when a Fire Department is certified. Town Counsel Gorrow should be contacted to find out if it is possible to update these regulations, and if so, what process should be used.

Coverage at the Fire House has been good; it was noted, however, that any member of the Department at the level of Deputy Chief or above does not have an hourly rate, only a stipend; therefore, if Interim Fire Chief Bolduc finds it necessary to cover a shift, there is no way to pay him for his time. Per the matrix, a firefighter would be compensated at \$15.50 an hour. Captain Clark opined that it is a significant pay cut to get promoted.

Vice-Chairman Hagan moved to pay a Fire Chief, or Deputy Fire Chief, at the maximum hourly rate of \$15.50 for any shifts covered, pending future discussion; Selectman Trask seconded the motion.

Selectman Castricone is concerned that there are not sufficient funds in the Fire Department's budget to do this, which is true; however, it is only until a second full timer can be hired.

The question was called. The vote was four in favor with Selectman Cannon absent; so moved.

Continuing the budget discussion, Interim Fire Chief Bolduc noted that while he did not have this week's budget update, as of last week, there was only \$50,900 remaining in the Fire Department budget, and he currently has \$13k of invoices outstanding. He has also contacted Motorola, who provided the \$8k worth of radios discussed at a previous meeting, and left them a message in order to arrange payment. Chairman Landau suggested that he speak with Finance Director Smith on Monday to get the latest figures.

Interim Fire Chief Bolduc and Captain Clark departed the meeting at 7:34pm.

3.2 Dr. Becky Owens - Appointee to Recreation Commission

Corinna Reishus and Michelle Trask of the Recreation Commission appeared before the Board to introduce Dr. Owens, a prospective new member of the Commission. She has attended three meetings, and the Commission voted her in at the last one.

Dr. Owens, who is an educator, has five children, all in various activities through the Recreation Department. She is impressed with the Town's level of volunteerism, and wants to help out however she can.

There was a brief discussion about the Wason Pond Commission, how they are responsible for the physical aspects of Wason Pond, and how the Recreation Commission needs to work with them; Ms. Reishus disagreed, stating that to the best of her knowledge, the Wason Pond Commission was an advisory board only. She would be interested in hearing Town Counsel's views on the matter; Chairman Landau will invite Town Counsel Gorrow to attend the next Wason Pond meeting.

Selectman Castricone moved to appoint Dr. Becky Owens to the Recreation Commission; Vice-Chairman Hagan seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

Mrs. Trask noted that she wanted to thank Maintenance Supervisor Amato and Road Agent Oleson for their work on behalf of the Recreation Department.

Ms. Reishus, Mrs. Trask, and Dr. Owens departed the meeting at 7:43pm.

3.3 Insurance Quotes

Property Liability Trust (PLT), the Town’s current insurance company for Liability, Workers’ Compensation, and Unemployment, is being disbanded as of July 1st, 2016. Selectman Trask solicited quotes from three other companies, Trident (who was not interested), Travelers (who was more expensive), and Primex (who was interested, and less expensive). Annual coverage estimates are as follows:

	PLT	Primex
Property Liability	50,685.66	41,438.00
Workers’ Comp	52,798.37	46,954.00
Unemployment	3,926.80	3,623.00
Total	\$107,410.83	\$92,015.00

Procuring coverage through Primex will give the Town a savings of \$15,395.83, and is the only viable option.

The Town will also be switching Health Insurance plans, and an FSA - Flexible Spending Account – will be offered. This would cost the Town an administration fee of \$2.50 per person per month, and if all eligible employees opted to enroll, the cost to the Town would be ~\$600 annually. All funds put into an FSA are pre-tax, and subject to the IRS’s “Use it or Lose it” policy - funds must be used during the calendar year in which they are deducted from one’s paycheck, but there is a grace period of 2-1/2 months or a \$500 carryover. A representative from the Health Insurance provider will meet with all employees when the plan switchover takes place.

As this is a benefit change, it needs to be posted for Employees to read and comment.

Selectman Trask would also like to offer a 457 Deferred Compensation plan, which can be structured at no cost to the Town. He will solicit three vendors and introduce them to Finance Director Smith for her input.

3.4 New Hire - Police Department Administrative Assistant Heather Paquette

Police Chief Berube appeared before the Board with Ms. Paquette, who is the candidate to fill the Police Department Administrative Assistant position.

The former AA, Linda Pomeroy, retired in December, and Police Chief Berube received 29 applications when the job was posted. He created a Hiring Committee which consisted of Sergeant Sable, Sergeant Loveless, Melissa LaJoie (who is the Prosecutor’s assistant, and who served as an AA for ten years in the Newfields PD), and a Member of the Public, Ed Karjala. The Hiring Committee narrowed the applicants down from 29 to 10, and these applicants took part in oral boards and general aptitude tests, including proficiency in Microsoft Word. Ms. Paquette was the top candidate; background checks were performed, and she passed them unreservedly. An additional benefit is that she is a Certified Police Officer, currently working in Hampton. As such, she would be able to take on detail work, etc.

Selectman Castricone moved to go into non-public session under RSA 91-A:3 II (b), Employment; Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

The meeting room was closed at 8:08pm. Police Chief Berube and Ms. Paquette remained in the meeting room.

The meeting room was re-opened at 8:26pm.

Chairman Landau moved that the Board come out of non-public session; Selectman Castricone seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

Chairman Landau moved that the minutes to non-public session #1, on Employment, be sealed for a period of one (1) year; Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

Ms. Paquette departed the meeting at 8:27pm.

Chairman Landau moved to hire Heather Paquette as the Administrative Assistant for the Chester Police Department; Selectman Castricone seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

Chief Berube also noted that the cruiser involved in an accident on April 12th went back into service on Monday. Its repairs have a lifetime warranty.

The 2014 SUV blew its transmission yesterday, and is at Londonderry Ford for repairs. Londonderry Ford believes that it is an electrical problem. The extended warranty was purchased, so the repairs are likely to cost only the \$100 deductible. If the warranty is not applicable, the maximum amount to be paid is \$500, and that is available in his budget. This vehicle will be out of service for two weeks.

The trade-in value of the Expedition is ~\$2500 - \$3000.

IV. Selectmen's Business

4.1 Roundtable

Selectman Castricone:

- PACT has conducted interviews with the three candidates for Selectmen, and these are available to view on Channel 20 and Facebook. They are also airing every meeting, and Boards/Committees should be reminded that their meetings must be recorded.

Selectman Castricone moved that it be mandatory for every Board and Committee to record their meetings, either in the Meeting Room or in the Rangeway Access Room; Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

Selectman Trask:

- Nothing to report.

Vice-Chairman Hagan:

- Nothing to report.

Chairman Landau:

- Chairman Landau has one item to discuss in non-public, under Emergency Functions.
- Administrative Assistant Tymoniewicz has completed the Town Report, and it has gone to the printer for a draft to be prepared. A copy will be in the Selectmen's Office for perusal over the weekend. 800 copies will be printed, and available to pick up. A smaller booklet containing only Budget and Warrant will be prepared and printed, and sent to residents' homes.
- Chairman Landau is concerned that having a dance scheduled in the MPR the night before Town Meeting means that the PACT volunteers will have to wait until after 9pm to set up for Town Meeting. It was suggested that perhaps dance attendees will be willing to help set up the chairs for the next day.

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4.2 *Public Comment*

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270 As there were no Members of the Public who wished to be heard, Public Comment was closed at 8:32pm.

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4.3 *Non-Public Sessions*

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276 Chairman Landau moved that the Board go into non-public session under RSA 91-A:3 II (j) Emergency Functions; Vice-Chairman Hagan seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

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The meeting room was closed at 8:38pm. Police Chief Berube remained in the meeting room.

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The meeting room was re-opened at 9:05pm.

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284 Chairman Landau moved that the Board come out of non-public session; Selectman Castricone seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

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288 Selectman Castricone moved that the minutes to non-public session #2 on Emergency Functions be sealed for an indefinite period; Chairman Landau seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

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V. Adjournment

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292 The next meeting of the Board of Selectmen is scheduled for Thursday, April 28th, 2016 at 7pm in the Meeting Room.

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296 Chairman Landau moved to adjourn the meeting; Vice-Chairman Hagan seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

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The meeting was adjourned at 9:07pm.

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Respectfully Submitted,

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Debra H. Doda