

## Chichester Board of Selectmen

### Minutes of Meeting

Tuesday March 5, 2024

**Members Present:** Edward Millette, Stephen MacCleery, Jodi Pinard Town Administrator, Kristy Jobin Administrative Assistant

**Others present:** Kathy Doutt, Donna Chagnon, Zack Boyajian, Chief Wright, Chief Quimby, Craig Sykes, Corie St. Germain, Ewen MacKinnon, John Mandrioli and other members of the public.

Mr. Millette called the meeting to order at 6:00pm.

#### **Department Heads-**

##### **Police Department-**

Chief Wright reported to the Board that he has been working with Chief Quimby on the new Emergency Operations Plan and had their first meeting with the new vendor.

Chief Wright reported that the truck is still out of service but the new cruiser is now in service.

##### **Library-**

Ms. Doutt reported for the Library.

##### **General:**

- The Personnel Policies and Procedures manual is still a work in progress.
- We have some building maintenance issues we are working with. Two are older, including a panic bar for the front door and stabilizing the front railing. The third is the result of the weather event of last week which tore apart part of our sign in the front.
- We recently had an employee resign and are currently seeking a replacement. The position is for a Children's Library Aide/Library Aide.

##### **Programs:**

- The Book Group recently had a "tea party," featuring foods made from the Library's collection of cookbooks. Nine were in attendance, but many compliments about the food were heard.
- Elizabeth Marsten, a valued volunteer, led another card-making class for Valentine's Day.
- A Sensory Play Day with five different stations and a craft was held with great success.
- A "Wellness Table" will be set up for March 6<sup>th</sup> from 3-4 p.m. This is part of "wellnesslinknh.org," which supports living and aging well.
- A Family Dance is being planned for May with Dudley Laufman and his musicians. This is always a highly successful event.

- Another Gazebo concert is being planned for June with Cameron Sutphin. The number of attendees keeps growing and the music is appreciated by all who come.
- Plans are already being made for the Summertime Reading Program.
- Storytime continues on Tuesdays at 10:45 a.m. and also on Wednesday evenings (pajamas welcome for the kiddies) from 6:30- 7:15.
- The Knitting Group meets on Wednesdays from 3-5 p.m.

Statistics for **Atrium** in February:

- 499 Materials Checked in
- 527 Checked out
- 64 Renewed
- 18 In-House use
- 15 new patrons added and 71 deleted (We deleted a bunch of older cards that were inactive. This is to assure our statistics of patron cards are up-to-date and reflect usage.)

Statistics for **Overdrive (Libby app)** in February:

- 45 Kindle books Checked out
- 259 eBooks Checked out
- 118 Audio Books Checked out
- 50 Overdrive Magazines Checked out

Statistics for **Hoopla** in February:

- \$423.47 Spent in February and 11 new patrons, with 193 total circulations.
- 56 Audiobooks
- 23 EBooks
- 2 Comics
- 5 Movies
- 1 Music
- 1 Bingepass
- 5 Television

**Highway-**

Mr. Sykes reported that February was a busy month for the Highway Department and March has been busy as well. He stated that they have taken care of the washed-out roads. They also worked on Durgin and Ferrin Roads to get the ruts repaired and to fill everything with stone. Mr. Sykes reported that the winter frost did not freeze deep down so it will not be a slow thaw. He reported that the roads are now posted until further notice.

**Fire Department-**

Chief Quimby reported that there were 52 calls for service in February.

Chief Quimby reported that the Fire Department assisted in four mutual aid fires in several towns.

Epsom hosted a training for Central NH Hazmat which Chichester attended.

**Forestry-**

Chief Quimby reported that there have been a lot of early online fire permit requests.

There was one fire left unattended with a new resident on Highland Drive.

Chief Quimby reported that the Fire Department was awarded buckets of firefighting foam. The old foam was found to be cancer causing and taken out of service. The Department of Environmental Services (DES) is picking up the old foam for disposal.

Chief Quimby stated that the new turnout gear arrived sooner than expected. He is looking to speed up the grant process and needs to pay the vendor \$3,0560.25 from the PPE Replacement Trust Fund to pay Bergeron. When the grant funds become available, we can reimburse the line so we do not occur late fees. Chief Quimby is asking the Board to approve this.

Mrs. Pinard stated that this process is typical and is a reimbursement. After the Town uploads the cancelled check, they will deposit the reimbursement back to the Town. The BOS are agents and authorized to expend the funds.

Mr. MacCleery made a motion to pay \$30,560.29 from the Fire Department PPE and PPE Repair Replacement Trust Fund to pay Bergeron Associates. Mr. Millette seconded. Roll call vote. MacCleery, aye. Millete, aye. **Motion passes.**

Chief Quimby asked for signatures for the Deputy Warden appointments. He stated that anyone that is appointed has to attend the required training and the ones who were recommended have completed that training.

**Planning Board-**

Mrs. Jobin updated the Board on the upcoming scheduled public hearing on March 7, 2024, for a two-lot subdivision on Granny Howe Road.

Mrs. Jobin also reported that a voter's guide was prepared to better explain the proposed zoning ordinances put forward by the Planning Board.

**Conservation-**

Mr. Boyajian reported that the Conservation Commission was approached by Five Rivers Conservation Trust on behalf of the Jones Farm Conservation Easement. The conservation easement will be on approximately 228 acres of land in Chichester. 76 of those acres are well managed pastures and fields. He reported that this is the last commercial farm in Chichester and is a tier 1 wildlife habitat. A portion of the acres are wetlands and one of the focus areas along with scenic routes that run along the roads. This is one of the largest unfragmented land pieces left in Chichester and it adjoins other conservation easements and extends into Pittsfield. They have applied for US Department of Agriculture service and grant funding as well as other grants and funding services they are pursuing. He reported that they will retain rights to do farming and forestry. The Conservation Commission has been asked to help with administrative costs. He stated that grants do not fund administrative costs and other normal transaction costs like appraisal, property survey, environmental research, and legal review. It has also been noted that the landowner will do a bargain sale and not charge the entire value that is being sold. Mr. Boyajian wanted to make the Board aware they are considering it. They will hold a public hearing in April or sooner. Mr. Boyajian asked if the Town wants to hold any interest in land itself. He stated that the Conservation Commission talked it over and the recommendation is for the Town to not hold the

responsibility. He stated that there are already 2-3 other organizations that want to hold interest in it who are a lot more qualified.

Mr. Millette stated that is a good direction and Mr. MacCleery agreed. This keeps the town out of enforcement.

Mr. Boyajian stated that the budget is around 100,000 to make this happen. Conservation Commission does have the funding.

**Other Business-**

**Tax Abatements-**

24 tax abatements were submitted. 7 of the 23 were from John Hardie Way. The residents feel they are over assessed. One just sold on John Hardie Way for \$764,000 this past week.

**Other Abatements-**

Mr. Millette made a motion and Mr. MacCleery seconded to abate the following:

Map 4 Lot 156 Sublot 0022RV	2023 Property Taxes	\$449.89
Map 4 Lot 156 Sublot 0042RV	2023 Property Taxes	\$133.85
Map 4 Lot 156 Sublot 0011RV	2023 Property Taxes	\$262.01
Map 4 Lot 156 Sublot 0022RV	2021-23 Property Taxes	\$2,920.39
Map 4 Lot 156 Sublot 0073RV	2023 Property Taxes	\$168.58
Map 4 Lot 156 Sublot 0086RV	2021 Property Taxes	\$428.61
Map 4 Lot 156 Sublot 0021RV	2021 Property Taxes	\$95.43
Map 4 Lot 156 Sublot 0063RV	2021 Property Taxes	\$133.70
Map 4 Lot 156 Sublot 0045RV	2021 Property Taxes	\$182.35
Map 4 Lot 156 Sublot 0156RV	2021 Property Taxes	\$49.69
Map 4 Lot 156 Sublot 0020RV	2021 Property Taxes	\$138.89
Map 4 Lot 156 Sublot 0012RV	2021 Property Taxes	\$178.86
Map 4 Lot 156 Sublot 0001RV	2021 Property Taxes	\$179.22
Map 4 Lot 156 Sublot 0007RV	2021 Property Taxes	\$192.11
Map 4 Lot 156 Sublot 0029RV	2021 Property Taxes	\$177.11
Map 4 Lot 156 Sublot 0019RV	2021 Property Taxes	\$5.00
Map 4 Lot 156 Sublot 0061RV	2021 Property Taxes	\$107.84
Map 4 Lot 156 Sublot 0016RV	2021 Property Taxes	\$113.77
Map 4 Lot 156 Sublot 0018RV	2021 Property Taxes	\$253.73

Roll call vote. MacCleery, aye. Millette, aye. **Motion passes.**

Mr. Millette made a motion and Mr. MacCleery seconded to abate the following:

Map 8 Lot 44 Sublot 0000T	2021 Property Taxes	\$770.12
Map 10 Lot 11 Sublot 0001	2023 Property Taxes	\$835.81
Map 4 Lot 156 Sublot 0020RV	2023 Property Taxes	\$138.89
Map 9 Lot 96 Sublot 000T	2023 Property Taxes	\$1,480.00

Roll call vote. MacCleery, aye. Millette, aye. **Motion passes.**

Mr. Millette made a motion and Mr. MacCleery seconded to abate the following based on assessed value:

Map 3 Lot 28 Sublot 0010                      2023 Assessed Value    \$44,100.00  
Roll call vote. MacCleery, aye. Millette, aye. **Motion passes.**

Mr. Millette made a motion and Mr. MacCleery seconded to abate the following based on assessed value:  
Map 5 Lot 103                                      2023 Assessed Value    \$16,000.00  
Roll call vote. MacCleery, aye. Millette, aye. **Motion passes.**

Mrs. Pinard stated that she is currently working on reviewing and updating policies which she will be bringing to the Board for review.

Town Reports are in at Town Hall.

Road postings are on the website

**Town Elections-**

Mrs. Pinard stated that if the Board will need to appoint herself and Mrs. Jobin as pro-temps for election and there will be coverage in the afternoon while they are both required to be in court. Mr. MacCleery and Mr. Bouchard will be there in the afternoon to cover.

Mr. Millette made a motion and Mr. MacCleery seconded to appoint Jodi Pinard and Kristy Jobin as pro-temps to cover for Town Election on March 12, 2024. Roll call vote. Millette, aye. MacCleery, aye. **Motion passes.**

**Election updates-Ewen MacKinnon**

Mr. MacKinnon reported that Candidates Night will be held tomorrow at the Grange at 6:00pm. It will be a friendly question and answer. He stated that the Town Election is Tuesday March 12, 2024, 10:00am-7:00pm and he is still looking for ballot counters.

Mr. MacKinnon thanked Jodi, Kristy, Sanford, Lori, Denise, Mary, Donna, and the Highway Department for all of their help with the elections.

Mr. MacKinnon stated that it is before the State Legislature to move the State Primaries from September to June and it

Mr. MacKinnon shared that he did have a family incident last week and needed the help of emergency services. He wanted to send a special thank you out to Officer Houton, Lt. Crowley and first responders Wyman and Filliminov for all of their efforts.

**John Mandrioli-Barn Easement**

Mr. Mandrioli came before the Board for his Barn Easement which is coming up for renewal at 169 Main Street.

Mr. Millette asked if he spoke with the Heritage Commission.

Mr. Mandrioli stated that he had spoken to them and they have been out to the house and are willing to assist as needed.

Mrs. Pinard read a portion of the barn easement. She stated that the Initial approval of the easement was for a ten-year period.

Mr. Millette stated the barn looks great and they are great stewards of the Barn.

Mr. Millette would like to check the rsa's and send it to legal for review to see if there is anything that needs to be updated or attached.

**Other-**

Mr. MacKinnon stated that Hook Cemetery tree came down and the tree has been cut up and outside of the fence.

The Shaw Field agreement will be added to an upcoming agenda.

Mrs. Doult expressed appreciation to Mr. Millette on behalf of the Library.

**Approval of Minutes-**

Mr. Millette made a motion and Mr. MacCleery seconded to approve the meeting minutes of January 9, 2024; January 30, 2024; February 6, 2024. Roll call vote. Millette, aye. MacCleery, aye. **Motion passes.**

**Non-Public-91-A:3 II (e)**

Mr. Millette made a motion and Mr. MacCleery seconded to enter into nonpublic under RSA **91-A:3 II (e)** - Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. Roll call vote. Millette, aye. MacCleery, aye. **Motion passes.**

Mr. Millette made a motion and Mr. MacCleery seconded to come out of nonpublic. Roll call vote. Millette, aye. MacCleery, aye. **Motion passes.**

Mr. Millette made a motion and Mr. MacCleery seconded to seal the minutes until it is no longer a legal issue. Mr. MacCleery seconded. Roll call vote. Millette, aye. MacCleery, aye. **Motion passes.**

**Adjournment:** Being no further discussion, a motion was made by Mr. Millette and seconded by Mr. Bouchard to adjourn the meeting at 7:27pm. Roll call vote. Millette, aye. MacCleery, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant