

Chichester Board of Selectmen

Minutes of Meeting

Tuesday April 9, 2024

Members Present: Richard Bouchard, Michael Williams, Jodi Pinard Town Administrator

Others present: Fire Chief Alan Quimby, Police Chief Josh Wright, Craig Sykes, Kathy Doutt, Evelyn Pike, Donna Chagnon, Amy King, Darlene Foss, Earl Weir, Linwood Marden, Matthew Crannell, Jeffrey Eaton, Ron Lesieur, Jan Lesieur, Kelly Anthony, Craig Anthony, Dan Humphrey, and other members of the public.

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

Appointments:

Department Heads

Fire – Chief Quimby stated the following:

The fire department responded to 61 incidents in March. During the March ice storm, the Safety Building was opened as a warming center and electronics charging station and the FF Association held a spaghetti dinner for those who were without power. During the April Nor'easter we opened the Emergency Operations Center and again opened the Safety Building as a warming center & charging station. The EOC was staffed with fire & police representatives, we were in contact with all departments out in the field (police, fire, highway) and coordinated operations from the EOC.

Forestry-2 suffered a broken windshield when a tree limb came down in the strong winds and cracked the windshield. Granite State Glass will be out Thursday to make repairs, all other apparatus and equipment are in service.

The department has been advised the replacement fire apparatus (to replace the one totaled) is slated to be delivered in August 2024. Will update as we get closer to the date.

Chichester is hosting the Central NH Forest Fire Warden Association meeting tonight, Spring Forestry season has been up and down so far, with the late season winter weather residents have been able to burn brush without getting a permit, but the ground clears up quick this time of year.

Several Deputy Wardens attended refresher training in Epsom last month. Chichester assisted Epsom with a 2-alarm brush fire on Goboro Rd just before the Nor'easter hit.

With the approval of the replacement of Forestry-1 at town meeting, members have been in contact with several fire truck vendors in search of forestry vehicles. It may take some time to find a truck that meets the needs of the town.

Police – Chief Wright stated the following:

7 MV crashes

5 Arrests

113 Calls

Officer Houten passed the At Scene Traffic Homicide Course. This was an 80-hour online course and is the first of 3 accident reconstruction courses.

Regarding the Ford F150, I went back and forth with Grappone Ford over the trucks transmission, and they are willing to replace it with a new transmission for \$3500. This was the best and most fair deal I've been quoted. I would recommend accepting the deal.

Mr. Bouchard made a motion and Mr. Williams seconded to approve the repair of the Ford F150 in the amount of \$3,500 to be paid out of the Government Vehicle Maintenance Expendable Trust Fund. Williams, aye. Bouchard, aye.

Motion Passes.

Chief Wright informed the Board of the following: Ford has been having increasing problems with the newer models' years as well as older years. Our fleet is as follows.

Fire 1 (Ford Interceptor) has a bad transmission.

Police Car # 3 (2017 Ford Interceptor) blown motor before trade in this year. (mileage 105,000 app)

Police Car # 4 (2018 Ford F 150) has a blown transmission (mileage 105,000)

Police Car # 1 (2020 Ford Interceptor) slams into gear and we are anticipating transmission issues in near future. Flex pipe for exhaust needed to be repaired (mileage 66,800)

Police Car # 2 (2022 Ford Interceptor) Flex pipe for exhaust needed to be repaired.

Burning coolant at an excessive rate. (mileage 39,392)

2024 will be the last year with the current Ford Interceptor models.

Three Bids received were:

Grappone Ford	Interceptor	\$46,721
Grappone Ford	Expedition	\$50,845
MacMulkin Chevrolet	Tahoe	\$56,705

Mr. Williams made a motion Mr. Bouchard seconded to approve the purchase of a 2024 Chevrolet Tahoe 4WD from MacMulkin Chevrolet with \$40,000 from budget line 4210-89 New Cruiser and \$16,705 to be paid out of the Police Special Detail Special Revenue Fund not to exceed \$56,705. Williams, aye. Bouchard, aye. **Motion Passes**

Library- Kathy Doutt reported the following:

General:

- Like other places, the weather has impacted the Library over the past weeks and month with electrical outages and cancellations.
- It also destroyed the sign out front. We are in the process of gathering information relative to insurance, cost of replacement, etc.
- A part-time staff member has been tentatively hired for 12.5 hours a week for working with Storytime and as a Library Aide. They are currently going through a background check and finger printing.
- The first organized used book sale of the year will be this Saturday, April 13th, from 9 a.m.-1 p.m.

Programs:

- The Book Group has been rescheduled to tomorrow because of severe weather. The book selection is The Mysterious Case of Rudolph Diesel.
- Elizabeth Marsten is leading a card-making class for Graduation Day. The class will be held on April 17th from 6-8 p.m. The class is limited to 12 participants.

- A “Wellness Table” will be set up for April 13th from 9-1 during the used book sale. This is part of “wellnesslinknh.org,” which supports living and aging well and will provide free information for those who are interested.
- Diane Perry-Mann is teaching a cat’s ears basket class on April 20th from 9-12 pm. The cost of basket materials is \$16 dollars and help will be available. Only two spots are left!
- A Family Contra Dance is being planned for May 4th at 6 p.m. with Dudley Laufman and Lindsay Holden. This is always a highly successful event with people coming from far and wide.
- 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.
- 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 March:

- 460 Materials Checked in
- 486 Checked out
- 93 Renewed
- 8 In-House uses
- 6 new patrons added and 12 deleted

Statistics for Overdrive (Libby app) in March:

- 54 Kindle books Checked out
- 90 eBooks Checked out
- 110 Audio Books Checked out
- 56 Overdrive Magazines Checked out

Statistics for Hoopla in March:*

- \$221.65 Spent in February with 4 new patrons, with 104 total circulations.
- 56 Audiobooks Checked out
- 25 eBooks Checked out
- 4 Comics Checked out
- 6 Movies out
- 0 Music
- 2 Binge passes**
- 4 Television

*We are now offering our users 4 downloads per month.

**Binge Passes: Provides users with 7 days of unlimited access to collections of streaming content—all for one “Instant Borrow.”

Highway – Mr. Sykes stated the department has had a busy beginning to this month. The damage from trees and wires being down was very difficult. This delayed plowing in some areas. The department has surveyed the entire town and were able to narrow down the really bad areas regarding chipping trees and cutting limbs. We are making repairs to some of the plowing equipment as well.

Mr. Bouchard stated that he had received a text message from a resident that West Road had not been plowed at all during this storm and was worried about emergency services being able to access the property.

Mr. Williams stated that he had also received an email from the resident and when he had gone to see the roadway there was a tree down on Staniels Road and was under the understanding that Advanced plows that roadway.

Mr. Sykes stated that it was blocked due to trees and wires being down and they could not access that roadway.

Emergency Management –Chief Wright informed the Board the following: Chief Quimby, Jodi, Craig and I had our 2nd Emergency Operations Plan meeting with Emergency Management by Design. This was a tabletop exercise to go over the planning and actions for a known event which was a hurricane. A third stakeholders meeting is scheduled for April 23 at 6:00pm. The meeting will be to go over the actions for an unplanned event.

Chief Quimby and I opened the Emergency Operations Center for the recent April storm. It was a good exercise on how best to utilize resources during an event.

Parks & Recreation – Amy King stated they will be filling the well at the park adjacent to Bear Hill Road. Ewen will be reaching out to Craig for assistance in filling in the well. The property owners would like a new structure over the well in the lower area at the beginning of Bear Hill Road where cars park during larger events, so it does not get hit. There is also a granite marker that had been knocked over and they would like it placed back to where it was. Signs have been the main focal point but trying to find someone has proven difficult. We will be asking for an official parks and recreation email.

School Board- Mrs. Chiavaras stated that she comes here to simply give an update on what is happening at the school level. Kindergarten registration is in full swing, starting Girls on the run program, and grandparents’ lunch will be on May 17. Pembroke had a \$3,000,000 cut to the school budget. We do have a full SAU Meeting in the coming weeks. The monetary cut will be \$313,000 at Pembroke Academy our school board will be ensuring that Chichester students’ needs are all getting met.

Mr. Williams stated that he would like to be able to reciprocate with selectmen attending the school board meetings.

Mrs. Chiavaras stated attendance at the District Wide Meeting is a concern for us as well.

Mr. Bouchard stated that it is important to try and get people interested in these meetings. He is not sure residents have a full understanding of the importance of Town Meeting and School Meeting.

Shaw Field Discussion

Mr. Williams stated that he is all for offering a 3-to-5-year contract and would like to see those interested come to us with a proposal. If possible, at the next meeting on April 16, 2024. Once the proposals are reviewed the board will have some type of lottery to award the agreement.

Mr. and Mrs. Anthony and Mr. Humphrey agreed to submit proposals.

Matthew Crannell – 141 Kamie Road – Zoning Complaint

Mr. Williams asked Mr. Crannell if he was running a business on his property.

Mr. Crannell stated that he is not running a business on his property, he does not have time too.

Mr. Bouchard stated that if you were you would need to go through site plan approval to run a business out of your home. But if you are not running a business and it is a hobby there is nothing we can do.

Mr. Williams stated that he has a hard time taking a heavy hand on the aesthetics regarding Mr. Crannell's property because that is what Mr. Lesieur accusation is.

Mr. Lesieur stated the RSA binds the selectmen to have residents within the boundaries to comply with zoning.

Mr. Williams stated that you made a zoning complaint and we have found that it is not a zoning violation.

Mr. Lesieur reviewed a history of the property since Mr. Crannell moved in and stated that his concerns are also that this will continue on the back 3-acre parcel that he believes Mr. Crannell has or is in the process of purchasing.

Mr. Williams advised Mr. Leisure to file a complaint under a different RSA.

Mr. Crannell stated that some of the equipment will be leaving his property as he was simply storing it on his property for a friend, steel is also going away, but is looking for assistance regarding the false accusations that are continuous from Mr. Lesieur.

Mr. Williams stated that this is a dispute between two neighbors and there is nothing that the selectboard can do.

General Business/Board Discussion:

Employee Evaluation Forms-

Mr. Williams stated that the board wants to implement employee evaluations and he would like to have employee buy in. I would like to see some feedback from the employees so that we can work together on this. He would like the evaluation forms to be checked against job descriptions and have the department heads bring feedback to the Board from both themselves and the employees in their respective departments.

Chief Wright asked who would be doing the evaluations in the department. He stated that this is something that I would like to complete as Chief of the Department.

Mr. Bouchard asked Mr. Sykes if he had goals for his employees to reach. Mr. Sykes said yes, he does and right now he is working on getting the guys certified culvert installers.

Approval of Meeting Minutes-

Mrs. Pike would like to see the misspelled names be corrected and asked that the repeated attendance of Ewen MacKinnon and Donna Chagnon be removed. She also requested that Ewen Mackinnon's statement regarding needing more town voters be changed to more town vote counters.

Darlene Foss stated that she would like to keep the names of residents listed in the public in attendance.

The consensus of the board was to place a sign up sheet at the entrance of the Grange Hall and have those in attendance sign into the selectmen meetings.

Mrs. Pike stated that she has concerns about what is in the meeting minutes and what is left out. How is it decided?

Mr. Williams stated that Mrs. Pike's concern is in reference to a comment made by Jodi Pinard, Town Administrator, regarding employee morale during the six weeks leading up to the election and comments made on Facebook.

Mrs. Pike stated that she had spoken with Mr. MacCleery, and he had stated to her the minutes would be corrected to add the statement.

Mr. Williams and Mr. Bouchard felt it would be best to wait for the approval of the minutes to speak with Mr. MacCleery.

Mr. Williams made a motion and Mr. Bouchard seconded to table the approval the meeting minutes of March 19, 2024, until April 16, 2024. Bouchard, aye. Williams, aye. **Motion passes.**

Mr. Lesieur asked if we have thought about televising the meeting.

Mr. Williams stated that is something that he would like to see done but believes the acoustics may be an issue and asked for the public to give some time for the board to look into it.

Abatements-

Mr. Bouchard made a motion and Mr. Williams seconded to approve the abatement on Map 4 Lot 156 subplot 0038RV in the amount of \$125.01 for the 2023 property taxes with interest and penalties. Bouchard, aye. Williams, aye. **Motion Passes.**

Outstanding Items:

Safety Building Water Heater-

Mrs. Pinard reported the following on 2/12/2024 there was no heat in the Police Department and a call was made to AJ LeBlanc. They came out and fixed the no heat but noted that the water heater fittings and dip tube nipple are heavily corroded, most likely caused by dissimilar metals and galvanized pipe. They have recommended replacing the water heater.

Mr. Bouchard made a motion and Mr. Williams seconded to move forward with the replacement of the water heater located at the Safety Building to be completed by AJ LeBlance in the amount of \$5,615.99 to be paid out of the Town Facilities Capital Reserve Fund. Williams, aye. Bouchard, aye. **Motion Passes.**

Carpenter Park Calendar-

Mrs. Pinard is working with Amy King, Chair of the Parks, and Recreation Commission, to produce a plan and find a solution that works for everyone involved.

New Resident Welcome Packets-

Mrs. Pinard updated the Board. Doug Hall is continuing to work on the packet. Mr. Hall has taken the first step of reaching out to Town Departments, Boards, Committees, Commission, as well as some private organizations that new residents would also find helpful. Mr. Hall anticipates a draft of the packet for the board to review in May.

Different Ways to reach Residents-

Newsletter to be mailed with tax bills.

290 Dover Road-

Mrs. Pinard stated that the court hearing was rescheduled to April 22, 2024, at 9:30am at the Merrimack Superior Court.

Other-

Darlene Foss asked if it would be possible to have copies of the agenda packet on the night of meetings for residents.

Adjournment: Being no further discussion, a motion was made by Mr. Williams and seconded by Mr. Bouchard to adjourn the meeting at 7:25pm. Roll call vote. Bouchard, aye. Williams, aye. **Motion passes.**

Respectfully submitted,

Jodi Pinard, Town Administrator

Richard Bouchard

Stephen MacCleery

Michael Williams