

Chichester Board of Selectmen
Minutes of Meeting
Tuesday November 5, 2019

Members Present: Richard Bouchard, Ed Millette, Jason Weir, and Jodi Pinard Town Administrator and Kristy Barnouski Administrative Assistant

Others Present: Chief Clarke, John Martell, Jim Plunkett, Kathy Hosmer-Doutt, Donna Chagnon, Carolee Davison, Lucille Noel, Tom Houle, and other members of the public.

Call to Order: Mr. Bouchard called the meeting to order at 6:31pm.

Department Heads-

Highway-

Mr. Plunkett stated that he had the town engineer look at the bid and changed and updated language. The town engineer, Mr. Vignalli will be doing a walkthrough with the RAC in the near future. There will be a stone wall and guardrail added on Bear Hill Road with a cost of \$15,000.00 for the wall. The guardrail quote has not come back yet. Mr. Plunkett stated it will most likely be a warrant article for next year due to the high cost. Mr. Vignalli will be in charge of oversight for major functions, like grinding and paving and will look over compact testing.

Mr. Plunkett stated that the RAC report has been completed by Mr. Hall.

The Highway budget is complete and Mr. Plunkett stated he will need to submit a warrant article.

The 04 truck is being repaired and the sanders are ready for the winter.

Mr. Plunkett stated that the potholes have been filled on East Ricker and deer meadow Road.

The Department is working on storm cleanup from wind storms and removing debris that came down. Mr. Millette reported a broken tree on the side of the road on 250 Horse Corner.

They have been working on cleaning culverts and have done a small culvert installation and some ditching.

There is a beaver damn on trap road that's been removed twice now. The Department is putting a pipe in it as DES and Fish and Game have recommended.

The Library asked the Highway Department to remove the rocks that border Main St. and replace with granite posts. This will be completed as soon as possible.

Mr. Plunkett stated that Hutchinson, Smith Sanborn, Hilliard, Durgin and Ferrin Roads will be graded next week.

Smith Sanborn Road has a lot more traffic since the change in Route 4.

Mr. Plunkett stated that he is not buying salt until after January 1st. He stated he has enough to get them through.

Police Department-

Chief Clarke stated that Officer Lopez is doing well at the academy, and is over halfway done.

CNHRPC set up car counters on the major side roads affected by the change in Route 4 and there is a report completed. There is an increase from 2015 to date. There are more recent numbers that Mr. Plunkett has, so he will put together numbers and send them off to the Board. Chief Clarke reported that Officers have been patrolling side roads for speed and there have been no bad car accidents on Route 4 so it's working out well. Chief Clarke is still moving forward with putting in some warrant articles for speed patrol signs.

Emergency Management-

Mr. Martell had nothing to report.

Library-

Ms. Doult reported that there were programs such as **From Mickey to Magoo, The Golden Age of American Animation**, by Margo Burns, presented in conjunction with NH Humanities—15 attended. There was also a **Music program by Cameron Sutphin and Mary Megan** of classic country and folk music—approximately 20 in attendance.

Ms. Doult also reported that the last, official Used Book Sale of 2019 was held this past Saturday, with the Library profiting by \$719.00.

Carolee Davison has been selected by the NH Library Trustees Association for the 2019 Special Library Service Contribution. There will be a reception this Saturday, 11/09/19, from 10—12 at the Library.

The **Children's Area** project is completed. An Open House will be held on 11/16/19. From 10-12. This project received initial funding from a grant through the Currid family, who have been invited to attend the Open House. The rest of the funding was raised by the Lovers of the Chichester Library through their used book sales, along with other donations.

She stated they the Library have received the granite posts for the parking area in front of the Library and are waiting for Highway to be able to schedule and install them.

Planning Board-

Mr. Brehm stated that the Planning Board has a public hearing on Thursday November 7th for and update on the Site Plan, Subdivision Regulations and Rules of procedure. The Board is also working on the Master Plan with CNHRPC and some minor zoning changes.

Mr. Brehm stated that he was sent a certified letter from a resident named Kara Torrey complaining about Colman Concrete and the noise coming from the plant.

Mr. Millette stated that the backup alerts have been changed to flashing.

Mr. Weir stated that if this letter came mailed privately to Mr. Brehms home address and not to the Town then he would be hesitant to reply to her at all except to say he is not the zoning officer.

Mr. Millette stated that the Board should respond to her as a courtesy and let her know the proper avenue to send her complaint.

Fire Department-

Mr. Millette stated that he received three quotes for the painting of the bays before the exhaust system ranged from \$9,900 to \$11,000.00

The bays needs to be cleaned, washed, treated, primer and painted and some window repair.

The biggest cost is the removal of soot from the exhaust and that lifts are required.

Mrs. Pinard asked if prisoners could do the work for a lower cost.

The Board was concerned that they probably would not have lifts and cleaning products for soot.

The Board agreed that it's a lot of money but needs to be done for building maintenance. After the ventilation system goes in it will be more expensive to be painted.

Mr. Weir made a motion and Mr. Bouchard seconded to expend up to 9950.00 to Keely painting company to paint the bays a the FD to come out of the Town Facilities Capital Reserve Fund. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Charrette-

Ms. Noel stated that the Charrette met last week and reviewed the Charter and spoke about it extensively and decided that they do not want to take on the challenge of the Main Street revitalization and instead would like to focus on the gazebo and green space. They would like to accept the stewardship of the gazebo and see through the remaining projects of the area. These include the underground conduit, the clover and concerts and the lighting of the Christmas trees and decorating the gazebo. They will keep working under the Heritage Commission.

Mr. Houle stated that they would like to see the parking lot be finished as vision by the Charrette. He would like for one of the Selectmen to meet with the Committee once a month.

Ms. Noel referred to the model that her and Mr. Reinhardt made and would like to see the vision move forward.

Ms. Davison asked if the selectmen's office can handle scheduling events at the Town Office's for the Gazebo. Mrs. Pinard and Ms. Barnouski agreed.

Ms. Noel stated that the Town Hall and Grange Signs are fixed and completed and just need to be put back up on the building.

The heritage commission is having a program on Nov 14th on Big trees in NH by Kevin Martin in the Grange Hall.

Assessing Bid Award-

Mrs. Pinards recommended Avitar to the Board due to cost.

Mr. Millette made a motion and Mr. Weir seconded to award Avitar for the year 2020, 2021, 2022 in the amount of 11,520.00. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Tax Rate Setting-

The proposed tax rate is \$23.40 which is a .02 reduction. There is the option of using fund balance but the Town has dropped below the recommended 5% of reserve.

Mrs. Pinard asked that the Board approve the \$23.40 tax rate.

Mr. Millette made a motion and Mr. seconded to set the tax rate for the second half of 2019 and the first half of 2020 for \$23.40. Mr. Millette, aye. Mr. Weir, aye. Mr. Bouchard, aye. **Motion passes.**

Town Reports-

Mrs. Pinard asked if they should order more or less town reports due to the presidential election and there being more foot traffic. After some discussion the consensus of the Board was to order the same amount as years past.

DES Enforcement letter-242 Main St.

Mr. Bouchard stated the letter from DES was addressed to the Board of Selectmen which they have all had time to read.

Mr. Weir asked Mr. Bouchard what action items the Town has for this issue several times. Mr. Bouchard stated to be sure that the issue is resolved.

Mr. Weir stated that the Town should talk to the Town attorney about action items, because there are none.

Mr. Weir asked why this issue was on the agenda. Mrs. Pinard stated it was legal opinion that the Town publically note that there is a major deficiency at this property and the letter was received from DES to remain transparent as it is a public official's property.

Mr. Millete and Mr. Bouchard agreed that they would like to sit with the attorney and the Building Inspector to be educated.

Final approval on all job descriptions-

Mr. Weir made a motion and Mr. Millette seconded to approve all of the job descriptions previously reviewed. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Phone systems-

The Board held discussion on the best type of phone system for the safety center. It was stated to be sure to tell the phone companies that it is and Emergency Operation Center and lines cannot go down.

Mr. Millette said that he had reached out to other EOC's but has not had a response yet. Once Mr. Millette receives input the office will reach out to companies for quotes.

Non-Public Session 91-A: 3 II. (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

A motion was made by Mr. Bouchard and seconded by Mr. Millette to enter into non-public. Bouchard, Aye, Millette Aye, Weir, Aye. **Motion Passes.**

A motion was made by Mr. Bouchard and seconded by Mr. Millette to exit non-public session. Bouchard, Aye, Millette Aye, Weir, Aye. **Motion Passes.**

A motion was made by Mr. Millette and seconded by Mr. Bouchard to seal the non-public meeting minutes indefinitely. Bouchard, Aye, Millette Aye, Weir, Aye. **Motion Passes.**

RSA 91-A:3 II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present

A motion was made by Mr. Bouchard and seconded by Mr. Millette to enter into non-public. Bouchard, Aye, Millette Aye, Weir, Aye. **Motion Passes.**

A motion was made by Mr. Weir and seconded by Mr. Bouchard to exit non-public session. Bouchard, Aye, Millette Aye, Weir, Aye. **Motion Passes.**

A motion was made by Mr. Millette and seconded by Mr. Bouchard to seal the non-public meeting minutes indefinitely. Bouchard, Aye, Millette Aye, Weir, 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 8:47pm. **Motion passes.**

Respectfully submitted,

Not approved until signed

Kristy Barnouski, Administrative Assistant

Richard Bouchard

Edward Millette

Jason Weir