

Chichester Board of Selectmen

Minutes of Meeting
Tuesday, April 2, 2019

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

Others Present: Chief Clarke, Steven MacCleery, Blaze Konefal, Bob Mann, Zach Boyijian, Thomas Houle, Stan Brehm, Allen Mayville, Kathy Doult, Evelyn Pike, Donna Chagnon, Tara Blaney and other members of the public.

Call to Order: Mr. Bouchard called the meeting to order at 6:32pm.

Appointments

Department Heads

Police Department-

Chief Clarke stated that he held the Pt test, and had two applicants that did well. He stated that the oral board was today and that one applicant did really well and they will be starting his background.

Chief Clarke reported that the roofing company came and fixed the soffit and also added the snow stoppers over the bay doors.

Chief Clarke stated that the water issue in his office seems to be resolved after using a dehumidifier and drying it out.

Forest Fire Warden-

Warden Quimby sent along a report via email to Mrs. Pinard which reported the following:

Fire permits are required for all outdoor burning now that the snow has melted. Fire permits can be obtained online by going to the link on the Town website or a written permit can be obtained at the Safety Building, most per diem staff are issuing agents.

All forestry equipment and vehicles are in service and ready to respond if need be.

Parks and Recreation-

Mrs. Eldridge ordered the playground and CYA is running a cleanup this weekend.

Mr. Weir stated that a part of the playground was being delivered tomorrow and he was going down with his forklift to help unload it. Parks and Rec hasn't met yet but will come up with dates for volunteer to help with building the playground.

Library-

Ms. Doult stated that the Library handed out books at Town meeting, school meeting and voting day.

Randy Peirce who is an inspirational speaker will be at the Grange Hall on April 19, 2019 at 6:30 to present a program which emphasizes goal setting, problem solving, teamwork and communication.

The Library is looking for help to shift books and shelves while transforming the children's area. Dates and times are to be determined.

The Library is experiencing problems with the Well pump and they are working on finding a solution for overflow of water. The pump company was called and the tank was drained. The costs are unknown at this time.

Conservation-

Mr. Mann stated that they will be taking down trees creating the parking lot being built for use of Shaw pasture and hiking trails.

Highway Department-

Mr. Plunkett was not in attendance and sent along nothing to report.

Planning Board-

Mr. Brehm stated that the Planning Board needs new appointees to the Board. Richard Moore has resigned and current members have asked to be reappointed.

The Board stated that they are working on charters for the Boards and Commissions and wanted to wait to do any appointments.

Mr. Brehm stated that Thursday the director of CNHRPC will be coming to discuss the update of the Master Plan and continuing updating the zoning. The Board will be looking for community volunteers for a possible master plan subcommittee. Mr. Brehm stated that he is hoping to start meeting a few times a month for work sessions.

Mr. Brehm stated that the Board is wrapping up the DBU project and the Planning Board may be able to give conditional approval this upcoming meeting.

Mr. Brehm asked the Board about zoning violations that exist on a current property that is looking to do a lot line adjustment. Mr. Brehm was looking for guidance on how to move forward if the applicant came forward with the subdivision/lot line adjustment.

After some discussion the Board was not ready to make a decision at this time.

Fire-

Mr. Millette stated that the men and woman of the Fire Department are doing a great job keeping things going.

Mr. Millette stated that he had the quote from the Single source vendor for the power cot that passed at Town Meeting. The cost is \$15,745.67 and it is the exact same one on the other ambulance. This purchase needs Board approval.

Mr. Bouchard made a motion and Mr. Weir seconded to expend \$15,745.67 out of the Rescue Vehicle and Equipment Special Revenue Fund for the purpose of the power cot. All in favor. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Tax Deeding -

Mr. Weir stated that he would like to request the attendance of residents of tax deeding properties to come into discuss the property approximately one month before hand so that all due diligence is down beforehand.

Mr. Bouchard stated that the letters do not state that the Board would like to speak with them but only that they want to talk about payment.

Mrs. Pinard is not comfortable calling tax payers. She stated that she would like things done in writing.

Mr. Weir suggested that the police deliver a letter to invite them into speaking with the Board.

Mr. Millette stated that he believes in treating all taxpayers the same and should continue to send certified letters.

Mrs. Pike stated that all but one property owner has come in to pay.

Map 5 Lot 99. Mrs. Pike stated that she did come in today with proof that that she deposited a check for \$10,000.00 into her Bank account. She stated that she will be coming in Monday to pay the \$10,000.00 which will bring 2016 current and most of the 2017 taxes will be paid. If the Resident does not come in to pay Mrs. Pike on Monday she will be back to present the deed.

Charrette Review –

Mr. Houle came to discuss the electrical situation and the conduit for the gazebo. Mr. Houle would like permission to move forward with this project. The Board agreed.

Mrs. Pinard is still waiting for an easement to be sent over by Unitil.

Mr. Houle presented some quotes for work to be done on the sidewalk.

Mr. Millette stated that the curbing and parking lot needs to be in place even if the sidewalk and crosswalk doesn't happen. It should be engineered with ingress and egress, parking spaces, handicaps spaces etc.

Mr. Weir stated that he agrees and there needs to be a plan in place.

CLD the engineering firm which is now Fuss and O'Neil quoted an estimated cost of \$70,000 for the entire project.

Mr. Millette stated that D.O.T. deemed that this road would not be expected to have pedestrians so it requires extra notice of people crossing. D.O.T. issued a letter indicating that there would need to be pedestrian signs with flashing LED lights.

The project can move forward to fix the parking lot without including the crosswalk.

Mr. Boyjian stated that he used to be on the Charrette when it was first created and wanted to make a few comments. He stated that the new zoning put a node in place called the Town Center to encourage development so that should be stated to D.O.T. He also supports that this project needs to be engineered.

Mr. Boyjian also stated that the Charrette is not really a true Charrette as the meaning of a Charrette is only meant to be a couple of days meeting for a project. They do not have a charter or structure and recommended that should be looked at.

Mr. Brehm stated that they fall under the Heritage Commission which follows bylaws. He stated that the CNHRPC has indicated that this project could be eligible for grants but engineering would have to be done first.

Mr. Weir stated that we should have the curbing engineered by the time the parking lot is up to be paved in two years.

Mr. Bouchard would like to sit down with CNHRPC to discuss what their thoughts are on this project.

General Business/Board Discussion:

Creation of Irrevocable Shirley Waters Conservation Trust per RSA 31:19-a IV

Mr. Konefal stated that the Conservation Commission would like to create a separate trust for the Shirley Waters money that was donated so they can keep the money separate from the regular Conservation funds. Also, if it is a trust fund the Trustees of the Trust Funds can invest the money which has a better return than CD's.

The Conservation fund is meant to be set up for the purchase of land. The Shirley Waters money was given for any reason and they could use it for studies or how the Commission sees fit.

There was some discussion if the Selectmen have the authority to create the trust. Mrs. Pinard read an email from Terry Knowles of the Attorney General's office stating that the Board of Selectmen can create the trust.

The Board had some discussion on whether or not it's truly needed. The Conservation would like to create the Trust. Mr. Konefal has checked with the Town Treasurer and she is on Board with creating the Trust.

Mr. Bouchard stated he is in favor of this but would like to be sure that everything is in place to move forward with the accounting. They asked the Conservation to get accounting from the Treasurer and then return to the Board for approval.

Boston Post Cane Scheduling Presentation-

Mrs. Pinard asked if the Board could present the cane at Mrs. Hussey at her home. She will ask for the 16th at 5:30.

37 Martell Road – Land Discussion

Mrs. Pinard stated that in March of 2017 the Town deeded the land located at 37 Martell Road. There is currently a mobile home that is set to be auctioned off. She stated that the Bank has called looking to buy back the land. She would like direction on how to move forward.

Mr. Weir asked to get the Town Attorney's opinion on auctioning off the land.

Mr. Millette would prefer to work with the Bank and would like better clarification from Bank.

No decision was made at this time.

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

Other Business-

The Board discussed preparing a written directive for Mr. Plunkett to attend all Road Advisory Committee meetings as well as Department Head Board of Selectmen meetings. The Board would also like a project plan for the summer from the Road Agent.

Adjournment:

Being no further discussion, a motion was made by Mr. Bouchard and seconded by Mr. Millette to adjourn the meeting at 9:22pm. **Motion passes.**

Respectfully submitted,

Not approved until signed

Jodi Pinard, Town Administrator

Richard Bouchard

Ed Millette

Jason Weir