

Chichester Board of Selectmen

Minutes of Workshop

Tuesday, April 23, 2019

Members Present: Richard Bouchard, Edward Millette, Jason Weir, Jodi Pinard Town Administrator

Others Present: Donna Chagnon and Evelyn Pike

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

CIP Discussion

The consensus of the Board was to wait until the joint meeting between the Advisory Budget Committee, CIP Committee and the Selectmen on May 21, 2019. The requirements and steps to be taken will be discussed at that meeting.

Security Concerns in Town Hall

Mrs. Pike shared with the Board that she as well as some others had safety concerns regarding the door to the outside being open in the Selectmen's Office. She stated that it is not only she who is concerned but others had approached her with concerns as well.

Mrs. Pinard stated that she had not been informed of any concerns besides those of Mrs. Pike and that the door being left open was done so to get fresh air as we are in the basement.

After a discussion the consensus of the Board was for the door to stay closed. The selectmen's office would look into replacement of the current door with one that had a window to all fresh air to flow in. The Board would also be discussing security concerns at an upcoming meeting.

Fire Chief Job Description

The Board reviewed the Fire Chief job description that had been on google docs. It was agreed upon that the Fire Chief, whomever is hired could also sign up for both ambulance and per-diem shifts if they so wished. The job description was revised and approved.

The Fire Chief Job Posting will be posted at Town Hall, on the Chichester website as well as the NH Municipal website until May 14, 2019.

Google Docs

Mrs. Pinard will go in and begin cleanup of google docs and put documents in folders if possible. She will also upload the Personnel Policies and Procedures to Google Docs so that the Board can begin updating some sections.

Highway Equipment Storage

The Board would like to look equipment storage at the highway department. Do they need more room and what exactly is needed to store equipment properly?

Adjournment:

Being no further discussion, a motion was made by Mr. Bouchard and seconded by Mr. Weir to adjourn the meeting at 7:00pm. **Motion passes.**

Respectfully submitted,

No approved until signed

Jodi Pinard, Town Administrator

Richard Bouchard

Ed Millette

Jason Weir