

Chichester Board of Selectmen

Minutes of Meeting

Tuesday July 11, 2023

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

Others Present: Chief Joshua Wright, Kathy Doult, Ewen MacKinnon, Tom Jameson, Frank Swirko, Heather Chivaras, Craig Sykes, Donna Chagnon, and other members of the public.

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

Department Heads-

Highway-

Mr. Sykes reported that they have been working on the ongoing maintenance of the roads.

Mr. Sykes reported that West Road is almost complete. The excavator broke and he is waiting for a new one to complete the job.

Mr. Sykes reported that the trucks have been undercoated.

Mr. Sykes spoke with Ruth Hammen, a Cemetery Trustee regarding tree removal. She is going to talk to the other trustees and will be in contact to discuss trees that they feel need to be removed and will get an estimate.

Mr. Sykes hired Charlie Demers from Deerfield to run the grader, and graded Smith Sanborn Road, Hutchinson Road, Staniels Road, and a few others. He reported that they held up well with all the rain.

Mr. Sykes reported that Bear Hill, Ferrin Road, Durgin Road, and Garvin Hill Road have been affected by recent washouts. He also received a complaint from Mr. Reed that dirt has washed out into his field on West Road. Horse Corner Road and Bailey Road had a big washout, which he will be getting to asap.

Mr. Sykes reported that the roadside mower is working in Barnstead now and then will be heading to Chichester.

Fredwood Drive is in line for Busby to be completed and Horse Corner Road has been completed.

The new generator will be installed soon.

The Loader should be delivered in September or October.

Mr. Sykes reported that the older highway truck can be sold once the oil pan is installed.

Police Department-

Chief Wright stated that he is waiting for the new cruiser to be outfitted.

The new doors were installed at the Police Department.

Chief Wright would like to purchase a sign for the PD for the entry way. He would like to purchase it from the Police Office Equipment Fund.

Mr. Millette stated it would be nice if there was a directional sign also.

Chief Wright stated that he did discuss that with the vendor also, and they can order one for that inexpensively.

Mrs. Pinard stated that it could also come out of facilities.

The cost of the sign is \$1107.00 for the sign.

Mr. Bouchard made a motion and Mr. Millette seconded to spend \$1107.00 for the sign out of the Capital Reserve Facilities Fund. Roll call vote. Bouchard, aye. MacCleery, aye. Millette, aye. **Motion passes.**

Chief Wright stated that he has been working on EMPG grants. He is working on the emergency operations plan for a grant, and also working with other agencies for active shooter grants which includes Police and Fire.

He reported that Thursday a gutter company is coming in to give a quote. The water comes in and pools at the door. And is also getting a bunch of dirt that comes down and washes out near the front door. Mr. Sykes stated he would look at it.

The outside garage still needs a larger door and drainage in the Sally Port needs to be addressed.

Mr. MacCleery asked if they are still using the sallyport for washing?

Chief Wright stated that they wash outside in the summer but have to wash inside in the winter.

Mr. MacCleery stated that he feels the drain needs to be corrected sooner than later.

School-

Mrs. Chivaras stated that all classes got to go on at least one field trip.

She stated that a Charter School is supposed to be opening September 1, 2023, in Loudon.

She reported that Kindergarten enrollment is up.

Mrs. Chivaras reported that the student of the year from Pembroke Academy was a Chichester student.

Anne Lakeman Terasa Audet both retired, and Corrine Rowe left to be a principal in another school.

Peter Warburton passed away this year, who was the previous super intendent.

Mrs. Chivaras stated that the school has not closed out the books yet to know the deficit.

There was a survey started to determine who may go to the charter school and why. No one has formally withdrawn from CCS as of yet.

Library-

Discussion on MOU and IT services-

Mr. Millette stated that the Library already has an IT budget. If the Library needs to adjust their budget, then they should include the services needed.

Ms. Doult stated that she is not in agreement and would like to discuss that further.

Mrs. Pinard would like it reviewed for legal opinion.

Mr. MacCleery agreed that legal opinion would be beneficial.

Planning Board-

Mrs. Jobin updated the Board on upcoming applications to the Planning Board, including a conditional use permit for a home occupation for pizza delivery, a site plan for a multiuse lot on Dover Road and lot line adjustment.

Mrs. Jobin stated that her recommendation to the Planning Board is to put mitigation plan in place for the gravel road that will potentially be impacted due to high traffic of the pizza delivery service.

Parks and Recreation-

Mr. Jameson reported that Shaw pasture trail is growing up with poison ivy. He stated that it would not be prudent to keep counting on residents to volunteer.

He reported that the Chichester Youth Association has been attending meetings to work together.

Mrs. Pinard stated that the Town is just switching IT companies and she is looking into updating the website with a calendar for scheduling.

Moderator-

Mr. MacKinnon reported that the Secretary of State won't be setting a date for the election until the fall. Iowa is January 15th. NH is two Tuesdays after, January 23rd is the tentative date.

Fire Department-

The Fire Department was awarded 98 cases of water, and 10 sets of turnout gear.

There is an issue with HVAC on roof on the safety building, a professional came out and said that they will not come back out due to no safety measures measure in place to maintain the system.

Other Business-

Mrs. Pinard reported that the CIP packets have gone out.

The floors have been completed in the safety building.

Mrs. Pinard will work on obtaining more quotes for mini splits and lights for the Grange and safety building.

The Board discussed sending the old highway truck to State Auction. There is no auction in the fall, so it would have to wait until the Spring.

Meeting minutes approval-

Mr. MacCleery Made a motion and Mr. Millette seconded to approve the meeting minutes for the June 20, 2023, meeting. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Zoning updates-

Mrs. Pinard reported that Mr. Fife of Map 8 Lot 7 received a letter to remove his camper from the property per the court order, but he is still in the 60-day window.

Map 3 Lot 25 is heading to Planning Board in August.

Map 3 Lot 36 is due to have his site plan turned in no later than July 17, 2023, according to his attorney.

Adjournment: Being no further discussion, a motion was made by Mr. MacCleery and seconded by Mr. Bouchard to adjourn the meeting at 7:29 pm. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant

Richard Bouchard

Edward Millette

Stephen MacCleery