

Chichester Board of Selectmen

Minutes of Meeting

Tuesday November 7, 2023

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

Others Present: Chief Quimby, Chief Wright, Kathy Doult, Craig Sykes, Paul Sanborn, Donna Chagnon, and other members of the public.

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

Library-

The October book sale, including sales during the month, brought in \$464. Our next book sale is the last for the calendar year and will be on Saturday, November 18th.

The Trustees will be meeting to discuss the budget, as well as continuing to work on Personnel Policies.

Programs:

The Library did not participate in Trunk or Treat at Carpenter Park because of the weather. Instead, we coordinated with Chichester Central School to participate in their activities, still giving away books and candy. We also had Halloween activities at the Library from October 23-31 where books and treats were also given out.

"Capital Crime of Witchcraft:" A program was presented by Margo Burns of NH Humanities on November 2nd at the Grange/Town Hall. Around 20 people were in attendance. The program was well received and prompted great questions from those who either had a relative accused of witchcraft or had a general curiosity on the topic.

We are still hoping to celebrate New England and the holidays by booking the much appreciated Pontine Theatre for their presentation of "Captain Eli Tour" on Wednesday, December 13th at 7 pm at the Grange/Town Hall.

This Saturday, November 11th, will be the Library's first "Sensory Play Time." Scheduled conveniently on a Saturday, this program is designed for youngsters who prefer more movement when they come to the Library. There will be four different play stations to provide them with fun and activities. This is designed for children ages 6 and under.

On Wednesday, November 15th at 6 p.m., our volunteer Elizabeth will be leading another stitched card class. The art on the cards will be a Holiday Candle. There is no charge for this class and all supplies will be provided. Interested people are asked to call the Library (603-798-5613) or e-mail at clibrary@comcast.net to reserve a space. The class is limited to ten people. Plan on spending a couple of hours to complete this special project.

Police Department-

Chief Wright stated that a grant was approved for the purchase of tablets. The town match for the grant is \$7,088.77.

Chief Wright stated that the tablets have a 3-year warranty, come with bar code scanners, and would eliminate the cip request he applied for. He stated that they scan and eliminate some of the duplicate works for officers. The scan is attached to the incident to dispatch. This will help with getting the department ready to go live with dispatch.

Mr. Bouchard motioned, and Mr. MacCleery seconded to accept the terms of the Highway Safety Grant 24-036 as presented in the amount of \$22,438.97 as described in the grant agreement. Furthermore, the Board acknowledges the town will be responsible for \$7,088.77. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Mr. Bouchard motioned and Mr. MacCleery to fund the \$7,088.77 required match to the Highway Safety Grant with an additional \$899.98 for (4) detachable folding keyboards out of the Special Detail Fund with the amount not to exceed \$7,989. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Chief Wright reported that the outfitting of the cruiser is still delayed.

Chief Wright stated that he would like to recognize John Martell for his 35 years of service at the Police Department and also serving as emergency Management Director.

Fire Department-

Chief Quimby reported that a new truck HME chassis is being built and will be sent to Alexis who will honor the same contract pricing as the previous truck lost in the accident. He stated that there is no estimated delivery date yet.

Chief Quimby reported that all of the other vehicles have been inspected, with no major issues.

In October there were 43 calls. 29 of those were medical.

The Mule went to repair shop with a starter issue. It was repaired and will be handed over to Parks and Recreation.

Congratulations to Nate Gatson and Dylan Conway who graduated from paramedic school.

Emergency management-

Chief Quimby reported that a letter was sent to the state indicating that they are working on updating the Emergency Management Plan to secure a place in line to be approved.

Highway-

Mr. Sykes reported that Higgins Road and Preve Lane have been paved and completed. Garvin Hill was also repaired and the 3 culvert jobs have been completed on Hutchinson Road, mason Road and Ferrin Road.

Mr. Sykes thanked Frank Merrill for his generosity and help with the culvert work.

The lower Town Hall parking lot has been paved.

The Department has been working on grading roads.

Roadside mowing is continuing throughout Town.

Mr. Sykes reported that the marshy swampy area on Lovers Lane has been worked on. They removed some debris from the culvert for now, but it will need to be replaced.

Mr. Sykes reported that there was a surplus of hot top which was delivered to the shed. They put it out with the loader and flattened it with the compactor. They were able to fill major divots in front of the garage doors and other areas needed.

Two plugged culverts on Hilliard Road were fixed.

Mr. Sykes reported that salt came down in price, but sand went up.

A culvert on Ring Road will be replaced in the upcoming weeks.

West Road will be undergoing repairs in the upcoming weeks. They will be cleaning the culverts and putting stone in the ditches per the engineer recommendation. Stone will be purchased from the gravel line.

The Board stated that West Road needed to be completed before the winter weather comes.

Mr. Sykes stated that West Road will be completed by the end of November.

Mr. Sykes would like to hire a new seasonal part timer.

Mrs. Pinard stated that there is \$5500.00 in part time seasonal line, so there is enough money to get through the end of the year. This will help with outstanding projects and snow plowing.

Mr. Sykes has an applicant he would like to offer the position to. The Board agreed.

Other-

Mrs. Pinard stated that she received notice that the auction brought in \$18,450.00 in unanticipated revenue.

The septic will be installed in a few weeks.

The Hvac will be installed in both buildings between mid-December into January.

Mrs. Pinard reported that DRA stated not to touch fund balance due to it being below 4%

The Board had a discussion on fund balance, and they plan to utilize any funds. The Board will set tax rate at the next meeting unless a special meeting is called.

Planning Board-

Mrs. Jobin stated that the Planning Board is working on the annual zoning updates and adding commercial solar and wind ordinances along with camper permitting.

Library Memorandum of Understanding-

Mr. Millette made a motion and Mr. MacCleery seconded to approve the updated Library MOU. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Snowmobile Trail Permission-

Mr. Millette made a motion and Mr. Bouchard seconded to grant NH Trail dogs to use town property for their trail system in Chichester. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Meeting Minutes Approval-

Mr. MacCleery made a motion and Mr. Bouchard seconded to approve the meeting minutes of October 17, 2023. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Lisa Lancelotti -West Road

Mrs. Lancelotti came to the Board to discuss her Road and was happy to hear that there was a plan to fix it. She stated that she has not been able to get deliveries, has not been able to get their camper out, and has had to cancel vacations. She would like the road repaired asap.

Mr. MacCleery made a motion and Mr. Bouchard seconded to enter into 91-A:3 II (c) - Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

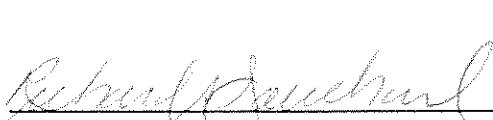
Mr. MacCleery made a motion and Mr. Bouchard seconded to come out of nonpublic. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Mr. MacCleery made a motion and Mr. Bouchard seconded to seal the minutes of non-pubic for ten years. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

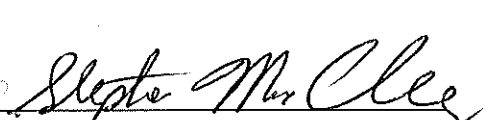
Adjournment: Being no further discussion, a motion was made by Mr. Millette and seconded by Mr. MacCleery to adjourn the meeting at 7:45 pm. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant


Richard Bouchard


Edward Millette


Stephen MacCleery