

Chichester Board of Selectmen

Minutes of Meeting

Tuesday December 5, 2023

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

Others Present: Kathy Doult, Chief Wright, Chief Quimby, Craig Sykes, Lori Jewett, Nancy Fraher, Heather Chiavaras, 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 were able to complete the Ring Road pipe installation and West Road is also completed. He stated West Road had rock put in, a vector company came in and cleared basins. This will be a yearly maintenance issue that will be required.

Mr. Sykes reported that they are working on dirt roads due to all of the rain and washouts.

He reported that the roadside mowing is finished for the year and Mason Road has been paved.

He stated that he started a list cataloging culverts and pipes with material and conditions so there is a better idea of what is going on and what will need to be completed in the future.

Mr. MacCleery asked about West Road how the surface retention is. He suggested using reclaimed gravel instead of other material for West Road.

Mr. Sykes stated he used 400lbs of crushed stone for West Road and is still waiting for the invoice.

Mr. Sykes reported that he is all set with plow drivers this season and he still has the option for advanced during heavy storms.

The new loader has arrived.

He reported that the cemetery trees on Bear Hill Road were taken down. He has been trying to find a crane for the Main Street cemetery tree project.

Fire Department-

Chief Quimby stated that the mule has been repaired and Parks and Rec can pick it up anytime.

He reported 38 calls of service in November.

Chief Quimby stated that there is a new software program with Capital Area Compact so now there are 3 zones in Town and coverage areas have changed. He stated that the call volume may drop some due to mutual aid.

Forestry Dept-

Chief Quimby stated that the Department was awarded a volunteer assistance grant through State Forestry and is waiting for paperwork to come in. This will be for personal protection equipment, shirts, and helmets.

Police Department-

Chief Wright stated that the Department passed the yearly audit by Highway Safety and Police Standards. He reported they both went well.

Chief Wright reported that there is another delay with the company NEVO and the cruiser outfitting. The new cruiser is now slated to get outfitted in January.

All mandatory training has been completed for firearm training.

Library-

The November book sale was the last for the calendar year, although patrons may still select and purchase books when the Library is open. The last sale brought in \$660.00, the best sale of the year outside of the plant sale.

The Trustees continue to work on a Personnel Policies and Procedures manual. We hope to have a first draft complete before the end of the year.

Programs:

A "Grinchmas" party was held on Saturday, December 2nd. Food, crafts, games, and the cartoon, "How the Grinch Stole Christmas" were all a part of the festivities.

December Book Group meets December 6th at 7 p.m. The book selection is, "I Have Some Questions for You," by Rebecca Makkai.

A Sensory Play Day is scheduled at the Library on December 9th at 10:30 a.m. This is the second such event being sponsored, since the first was quite well received last month by the participants. It is for younger kids who may not have the attention span to listen to a story.

A Shaker Christmas card class is scheduled for December 13th at 6 p.m. There were only three spots left at the end of last week. 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 Pontine Theatre presentation is scheduled for December 15th at 7 p.m. at the Grange Hall. There will be refreshments and live music.

Ongoing programs of Storytime on Tuesdays at 10:45 a.m. and the Knitting Group on Wednesdays from 3-5 p.m. are still attracting participants.

Statistics for Atrium in November:

- 492 Materials Checked in
- 432 Checked out
- 60 Renewed
- 13 In-House use

- 2 New patrons added and 1 deleted patron cards
- Statistics for Overdrive (Libby app) in November:
- 54 Kindle books
- 93 eBooks
- 139 Audio Books
- 55 Magazines
- Statistics for Hoopla in November:
- Added 3 new patrons, with 2.6 average circulations per patron. There were 98 instant circs in November borrowed by 38 patrons.
- 56 Audiobooks
- 23 eBooks
- 2 Comics
- 11 Movies
- 1 Bingepass

Parks and Recreation-Amy King

Ms. King reported that the Commission is wrapping up everything for the year.

Ms. King stated that the Commission allotted \$2,500.00 for CYA to revamp the fields at Carpenter Park.

She reported that the shed is cleared out and ready for delivery of the mule.

Ms. King reported that she sent the budget in for Parks and Recreation.

Mr. MacKinnon is going to be filling in while Ms. King is out on Maternity leave.

There is still a need to work on a scheduling solution for the use of the park. Mrs. Pinard is meeting with Block 5 to discuss options early next year.

School-

Mrs. Chiavaras reported that the school did a field trip to the Veteran's cemetery.

She reported that winter sports are in full swing at the school.

The annual Santa breakfast will be happening this month at CCS.

Voting on election day will be at the school on January 23, 2024

She reported that the Board is working on the budget for next year and has scheduled budget meetings for every Wednesday in January. She Encouraged the public to attend the meetings to hear from residents regarding concerns.

Approval of Minutes-

Mr. MacCleery made a motion and Mr. Bouchard seconded to approve the meeting minutes of 11/21/2023. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Other-

Mrs. Pinard reported that she has the budget packets ready for the Board and the next budget meeting is next Tuesday.

Mrs. Pinard reported that a hearing has been scheduled for January 24, 2024, regarding the property and zoning violations at 290 Dover Road.

Mrs. Pinard reported that there were a lot concerns about taxes. Residents are encouraged to apply for abatements. She reported that houses are still selling for \$40-60,000 over the asking price. The new equalization rate is now 99.9%. It was 65.5% and the Department of Revenue Administration requires it to be between 90-110%.

Lori Jewett-

Mrs. Jewett came to discuss her concern regarding laptops for the Supervisors of the checklist. She reported that there is a new election system launched by the State. She reported that she asked for 3 new computers. She received an email that she can get only 1 laptop due to budget restrictions. She stated that she feels that all 3 are needed and are important.

Mrs. Pinard stated that the Supervisors of the Checklist do not have a budget line and used funds for 1 new laptop out of her budget. She stated that no other committee has their own laptops. Everyone shares the Building Inspectors computer in the office and the Selectmen's Office shares a laptop with the assessor and the Treasurer.

Mrs. Pinard stated it should be a warrant article for the additional items requested such as laptops and wireless color printers. They also requested Microsoft Office and secure cloud storage and annual IT support which would need to be purchased and maintained.

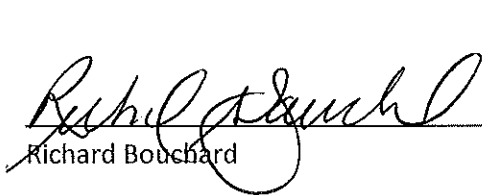
The Board discussed possibly updating some of the older laptops with block 5 or looking into seeing if State level funding may be available for them.

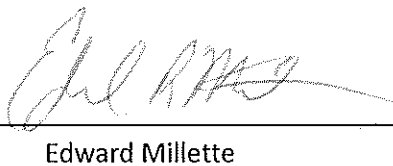
Mrs. Pinard will reach out to Block 5 to see if the older laptops could be utilized.

Adjournment: Being no further discussion, a motion was made by Mr. MacCleery and seconded by Mr. Bouchard to adjourn the meeting at 6:52 pm. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant


Richard Bouchard


Edward Millette

Stephen MacCleery