

Chichester Board of Selectmen
Minutes of Meeting
Tuesday January 25, 2022

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

Members of the public: Chief Clarke, Chief Quimby, Cpl. Wright, Craig Sykes, Ewen MacKinnon, Stan Brehm, Kathy Doult, Caroline Pynes and other members of the public.

Budget Committee Members- Tom Houle, Stephen MacCleery, Doug Hall, Don Peterman.

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

Girl Scout Troop 50641-

The girl scouts came before the Board to ask permission to do the annual cookie drive thru at Town Hall on February 11, 2022, from 3:30-6:00pm.

Mr. Weir made a motion and Mr. Millette seconded to allow the girl scout troop 50641 to do the annual cookie drive at the requested date and time proposed. Roll call vote. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Abatelements-

Mr. Millette made a motion and Mr. Weir seconded to approve the following:

Wyndleigh Trust, LLC. Map 3 Lot 46 in the amount of \$1,487.00 due to a lot merger not entered.

DBU Construction Map 4 Lot 151-1 in the amount of \$4,024.38 due to a building assessed to the wrong lot. (This lot is being issued a supplemental tax bill for the correct amount)

8 Dover Road, LLC. Map 4 Lot 151 in the amount of 19, 084.73 due to a building being assessed when there is not one existing. (This lot is being issued a supplemental tax bill for the correct amount)

Roll call vote. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

16 Horse Corner Road-

Mrs. Pinard updated the Board about the zoning violation for 16 Horse Corner Road. The Guida's, the residents that made the zoning violation compliant, has purchased the property.

The Board directed Mrs. Pinard to reach out to the Guida's to get and update on how he will handle the violation and the possible wetland violations.

Budget-

Mrs. Pinard stated the new public hearing date is set for February 8, 2022, at 6:00pm.

Mrs. Pinard presented an update from Doug Hall regarding the CIP.

Fire Department-

Chief Quimby presented some warrant articles for the Fire Department. They include SBCA breathing apparatus which has failed inspection and must be replaced. He stated that this was denied last year for a grant so it must be replaced now.

The FD also submitted for Stryker Powerlift units, UTV rescue vehicle, and a new demo pumper truck outfitted due to the current truck failing.

If the UTV is approved, Chief Quimby stated that he would offer the current one to Parks and Recreation for their use.

A 10,000.00 salary was added for the Fire Chief.

Highway-

Mr. Sykes presented the Highway warrant article. The guardrail on Burnt Hill Road needs to be replaced as the current one is broken and not up to safety code. This is a safety issue and must be fixed.

Mr. Sykes stated that the cost of materials has increased, and he has been using more than usual with the weather.

Mr. Sykes stated that a loader is needed asap and would like a deposit made for that purchase.

BOS-

Mrs. Pinard stated that the BOS budget has no major increases. Electric costs are up in all buildings.

Mrs. Pinard reported that the Town picked up over \$8 million in assessed values in building permits.

Library-

The Library reported that they will be adding in a 6% increase for wages for employees.

Police Department-

Chief Clarke stated that he would like to bring on a replacement full timer to hire and get trained if he can find a candidate now. There are several officers that will be leaving, and they need to prepare for that.

Overall Increase-

Mr. Hall stated he is very concerned about the large increase in the budget. He wanted to make some cuts and get the total number down.

Mr. Millette stated that he would like to focus more on lease purchases and less on Capital Reserve deposits which rewards current taxpayers to get the benefit of the purchases.

The next budget meeting will be February 1, 2022, at 6:00pm at the Fire Department.

Proposal of new position-Planning and Zoning Coordinator/Administrative Assistant

Mrs. Pinard proposed the new position of Planning Coordinator/Administrative Assistant to replace the current Administrative Assistant position. She presented a new job description for this position. She stated that the position has drastically changed over time. In 2018 five additional hours were added to support the Planning Board. Since 2018 the Town has increased its value from 1.5 million to 6 million annually now it is anticipated to over 8 million in 2022. The Board used to only meet one time per month and now they are meeting multiple times a month along with the addition of Technical Review Committee meetings. The current job description does not accurately reflect what the position currently is responsible for.

Mr. Brehm, the Planning Board Chairman stated that there has been exponential growth in Planning and Zoning. The position had grown tremendously over his last 30 years on the Board.

Mr. Bouchard, the Planning Board Ex-Officio stated that he has also seen the growth over the years. He reported being in the office a lot and the workload with Planning has increased. He stated that he is in support of the position change. Planning is a crucial part of the Town.

Mrs. Pinard would like to make this a salary position with the salary range of \$49,000-\$54,000.

Mr. Millette stated that this still does not fix the issue of needing additional help in the office.

Mr. Brehm felt strongly that more staff is needed in the Selectmen's office.

Mrs. Pinard stated that she did not want to ask for both a new position and additional staff in the same year for budgeting reasons. Her priority was the new position and fair compensation. She stated to add both it would be roughly \$15,000 for the year.

Mr. Millette stated it doesn't make sense to do one without the other. He asked Mrs. Pinard to get hard numbers to review.

Other Business-

Mr. MacKinnon stated that Town Meeting and Elections will be held at 10am this year. He did consider moving to 9am but wanted to provide more notice.

NON-PUBLIC-

Mr. Bouchard made a motion and Mr. Millette seconded to go into **91-A:3 II (a)** – The dismissal, promotion, or compensation of any public employee. Roll call vote. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Mr. Millette made a motion and Mr. Weir seconded to exit nonpublic. Roll call vote. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Mr. Bouchard made a motion and Mr. Millette seconded to seal the minutes indefinitely. Roll call vote. Millette, aye. Weir, aye. Bouchard, aye. **Motion passes.**

Adjournment:

Being no further discussion, a motion was made by Mr. Millette and seconded by Mr. Bouchard to adjourn the meeting at 9:16 pm. Roll call vote. Millette, aye. Bouchard, aye. Weir, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant

Richard Bouchard

Edward Millette

Jason Weir