

**Chichester Board of Selectmen**  
**Minutes of Meeting**  
**Tuesday February 1, 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, Don Peterman, Tara Blaney.

Other Members Present: Kathy Doult, Mardy Friary, Tom Downey, Donna Chagnon, Chief Clarke, Chief Quimby, Ewen MacKinnon, Craig Sykes, Russel Blaney, Stan Brehm, Cpl. Wright, Mary Castelli, Zach Boyjjan.

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

**Joint Budget Meeting-**

Mr. Bouchard stated the discussion with cuts for the budget. He stated that the only place he sees that could be cut is the Highway budget, however that will only push the road reconstruction schedule back even further. The further roads are pushed out the more it will cost in the long run.

The road reconstruction scheduled for this year is the three segments of Horse Corner Road. A section of Kaime Road was cut due to lack of funding.

Bids have not gone out for the 2022 road reconstruction. Mr. Sykes stated he is working on them and meeting with the Town Engineer next week to finish so they can be sent out.

Mr. Millette stated that he is comfortable with the budget as presented and is committed to the road reconstruction. He stated that the increases are necessary, including the pay increases.

Mr. MacKinnon stated that if they cut too much off the budget for roads, you're just lengthening the time to complete the projects. Road maintenance is needed, and the Road Agent can only do so much with a small budget.

Mr. Millette stated that the Town budget is pennies on the dollar to the school budget and he is tired of not being able to do what the Town needs because of the School.

Mr. Weir stated that the Town budget is just about 1/2 of the school's budget now. He stated that Chichester will be at Concord's tax rate in a few years and the increases are unsustainable.

Mr. Sykes stated that the problem with cutting the budget is that he won't be able to follow through with the road reconstruction plan, and the roads will deteriorate even more.

Chief Clarke stated that due to being down a officer and another one leaving in the near future, he would like to use the Police benefits and training expendable trust to hire a officer now and start training to put them in a better position when they lose the other officer and wont be so shorthanded.

The consensus of the Board was that they agreed.

The public hearing for the budget will be on February 8, 2022 at 6:00pm at the Fire Department.

### **Department Heads-**

#### **Highway-**

Mr. Sykes stated that he has had to repair some of the trucks.

He reported that the weather has been very bad, and he has had to use al lot of materials for the roads.

He stated that the expected delivery of the truck purchased for 2021 has an estimated delivery time of 3 weeks.

#### **Police Department-**

Chief Clarke stated that they have been very busy since losing an officer.

The new cruiser is down at Two-Way Communications being outfitted and will be on the road shortly.

#### **Fire Department-**

Chief Quimby stated that Engine 3 is back in service after almost a month of being out of service. The light tower on the rescue truck was also repaired.

Chief Quimby stated the Department has been out straight with 51 calls in January with major incidents.

#### **Library-**

Ms. Doult reported that the ARPA (American Rescue Plan Act of 2021) round two Grant awarded to the Library in December grants us \$6,196.03. The funds are to be spent during this calendar year. We must have a Public Meeting to present the grant and get approval for the expenditure of the funds. Hopefully, that will happen soon and that we can schedule it either for the Grange or the Public Safety Building.

Statistics for December:

166 patrons came into the Library.

337 items were checked out, 412 checked in, 52 renewals and 9 in-house use. We also added two patrons and deleted one.

137 audiobooks and 114 e-books were selected and 52 Kindle books.

There were 2 new patrons participating in HOOPLA, and 19 circulations. There are now 27 patrons participating.

Our next Board of Trustees' meeting is scheduled for February 14<sup>th</sup> at 6:00 p.m. at the Library.

#### **Parks and Recreation-**

Mr. Boyijian stated that he met with Clarke Thorne from the CYA who had major concerns about the fields at Carpenter Park. They will be attempting to get volunteers to help with field clean up as well as repairing the roof on the dugouts.

Mr. Boyjian thanked Mr. Sykes for keeping the parking lot clear at Carpenter Park so residents can still use utilize the trails.

**Planning Board-**

Mr. Brehm stated that there will be a public hearing for CM Truck and Trailer for a site plan revocation on February 17, 2022, at 6:00pm at the Fire Department.

The Planning Board recently updated the fee schedule and will be giving it to the Board of Selectmen for a public hearing to change them.

Mr. Brehm stated that he would like to take part in candidates' night to explain questions regarding zoning.

Mr. Brehm thanked Mr. Sykes for assisting in a issue regarding the roads and right of ways.

**School-**

Mrs. Chiavaras sent along an invitation to invite the Board of Selectmen and the public to a meeting regarding the explanation of how schools are funded. It will be on February 16, 2022, at Chichester Central School.

**Other Business-**

The Board would like Mrs. Pinard to investigate Camper assessments to see if they can be assessed at \$0 in the campgrounds to avoid the abatement issues.

Mrs. Pinard reported that W2's was mailed out along with 1099's.

There is a problem with the furnace at Town Hall. The Grange Hall zone is not working so there is no heat on the second floor. Dead River has been out twice and believes it's an electrical issue.

The financial audit for 2021 will be in May of 2022.

Town report is currently being complied and will be sent to the printers within the new couple weeks.

**Planning Coordinator/Administrative Assistant position and part time Office Floater-**

Mrs. Pinard stated that she brought hard numbers for the increases to change the current Administrative Assistant position to Planning Coordinator/Administrative Assistant along with a part time office assistant with 10-15 hours a week for additional help in the Selectmen's Office.

Mr. Bouchard stated that this position generates a lot of income and Planning Board has become increasingly busy and is needed.

Mr. Millette discussed increasing the Selectmen's Office hours. Mrs. Pinard recommended Monday, Wednesday and Thursday open from 8:00am-4:00pm and Thursday from 8:00am to 7:00pm.

Mr. Weir made a motion and Mr. Bouchard seconded to change the hours of operation of the Selectmen's Office to Monday, Wednesday and Thursday open from 8:00am-4:00pm and Thursday from 8:00am to 7:00pm, effective March 1, 2022.

Mr. Millette made a motion and Mr. Bouchard seconded to create the position of Planning Coordinator/Administrative Assistant (exempt employee, 40 hours) and accept the proposed job description and a part time (10-15 hours a week) Office floater with proposed job description. Roll call vote. Millette, aye. Bouchard, aye. Weir, aye. **Motion passes.**

**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. Bouchard, aye. **Motion passes.**

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

Mr. Bouchard made a motion and Mr. Millette seconded to seal the minutes until the position is filled. Roll call vote. Millette, 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 9:06 pm. Roll call vote. Millette, aye. Bouchard, aye. Weir, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant

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Richard Bouchard

Edward Millette

Jason Weir