

## Chichester Board of Selectmen

Minutes of Meeting  
Tuesday June 7, 2022

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

**Members of the public:** Police Chief Pat Clarke, Fire Chief Alan Quimby, Lt. Wright, Road Agent Craig Sykes, Zach Boyjijan, Kathy Hosmer Douth, John Mandrolli, Ewen MacKinnon, Lori and Jay Baas, Brady Jezewski, Russell Blaney, Donna Chagnon, and other members of the public.

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

Mr. Millette wanted to start the meeting with a moment of silence for Tom Houle for all that he did for the Community.

**Tax Deeding-Bonnie Potter, Town Clerk/Tax Collector**  
Map 4 Lot 85

Mrs. Potter stated that she does have one tax deed to present. She stated that the property owner does have a loan pending and will be making a payment in 7-14 days. Mrs. Potter presented a waiver for the Board to sign if they so choose.

Mr. Millette made a motion and Mr. MacCleery seconded to sign a waiver for Map 4 Lot 85 and not accept the deed. Roll call vote. Mr. Millette, aye. Mr. MacCleery, aye. Mr. Bouchard, aye. **Motion passes.**

### **Fire Department-**

Chief Quimby stated that he has not heard of any further roof leaks. Mitigation at the Safety building is going well.

Chief Quimby reported that a hose is currently being repaired and all of the required pump tests have been completed.

Chief Quimby stated that there are no updates on grants yet, as they have not been awarded yet.

Chief Quimby reported that he has been researching ATV's which are taking up to 1 year to come in after order. He will update the Board when he is able to find more information.

The station had a faulty mobile radio, but interference has gone away after removing it.

The Town wide yard sale this Saturday June 11, 2022.

Chief Quimby reported 38 calls for service and two major multiple alarm fires.

The network at the Safety Center still needs to be updated. Mrs. Pinard is working on a quote to get this completed.

Chief Quimby reported that the computers need to be updated at the Fire Department. Two of them currently have windows 7 and they need to be updated. Quotes were provided from state surplus and came in lower than the current IT company.

Mr. MacCleery made a motion and Mr. Bouchard seconded to approve the purchase of two computers in the amount of \$1,798.00 to be paid out of the Town Office Equipment Capital Reserve Fund. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

#### **Police Department-**

Chief Clarke asked Servpro about the air device in the PD to see if they can fix it, however they do not repair those. He asked the Board if he could contact an HVAC company to get it repaired. The Board agreed.

Chief Clarke stated that they had an applicant that passed both the written and the physical test and is starting a background check.

Chief Clarke stated that Donna Stockman gave her resignation and they have done interviews. They found a good fit and would like to offer the job to the applicant. Ms. Stockman stated that she would help with training and be able to cover days off and vacations. The applicant is currently a Town employee and would be transitioning from the Town Clerks Office to the Pd. The Board approved the hire.

Chief Clarke thanked Mr. Millette, the Fire Department and The Harkness's for the donations they made to replace the flags on Main Street.

Lt. Wright announced National Night out which is August 2, 2022. Mrs. Pinard asked if the Board could move the first BOS meeting, so it does not conflict. The Board agreed.

#### **Library-**

Statistics for May:

- Atrium: We had 448 items checked in and 450 items checked out. 88 renewed and 15 in-house use.
- Hoopla: We had 33 total circulations, 1 new patron, spent \$59.51, average cost per circulation was \$1.98.
- Overdrive: 240 Audiobooks were checked out, 108 E-Books, 12 Overdrive Magazine, & 240 for Streaming Video.
- Current number of patrons with library cards: 1,071 (3 added in May and 1 deleted)

Programs:

- The Summer Reading Program (SRP) is “Oceans of Possibilities,” and kids and teens are encouraged to participate.
  - Our kick-off day is scheduled for June 28<sup>th</sup> at Carpenter Park, with the Sea Science Museum.
  - Crafts are planned throughout July, registration will be required; and,
  - August 17<sup>th</sup> is the wrap-up for the SRP, with a program with UNH called “Whales and Seals.” It will be from 1-2, followed by an ice cream social and possibly prizes.

We are also partnering with Altitude Trampoline Park for the SRP. Participants will pick up a bookmark on kick-off day, take it home and keep track of their reading with a reading log (we give you when you register). When they complete their reading hours, a parent is to sign the bookmark and then bring it to the Library. The participant will then receive a 1 hour jump pass. This is open to children and teens only.

- “The House History Program,” with Erin Moulton, presented in conjunction with the Heritage Commission, was well-received.

Other:

- The CIP for the Library has been completed and submitted.
- There are some staff challenges currently with COVID.
- We have been having pay issues. A meeting occurred this afternoon with Jody and Kristy.
- We are having problems with our fire alarm and the alarm system. We want to publicly acknowledge Nate from the Fire Department and Peter from our EMT team for responding upon receiving a call from us on Sunday. The alarm was re-set and because of troubling information we received from Capitol Alarm saying we didn’t have an account, we are doing further investigation. Lt. Ben Chaffee also responded when we had questions about the system. Our alarm should be connected to 911, but apparently isn’t. We went over preferred procedures to follow in the future. We were also covering some of this when met with Jody this afternoon.
- A huge thanks to Millican’s nursery for their donation of plants and bushes for the Library’s annual sale, which is combined with a regularly scheduled book sale. This year was also very successful. The plant sale brought in \$815.00. The book sale resulted in \$353.00 in sales. With a donation from the public of \$50.00, the Library brought in a total of \$1,218.00.

### Highway Department

Mr. Sykes reported that Bear Hill and East Ricker Road have been overlaid and ditches have been completed.

Mr. Sykes stated that he found the Town line marker on East Ricker which is a flat rock in the woods.

Mr. Sykes stated that he has obtained plans for all eight bridges that are in the Town of Chichester. Two are State owned and the other six the Town is responsible for.

The sidewalk cleanup was completed on Route 4. They did utilize inmates from the Dept. of Corrections for assistance which was helpful. He was also able to utilize them for roadside trash cleanup which was very successful.

Mr. Sykes stated that the approved guardrails have been installed.

The shed repair has been completed by Scott Tepper except for the gutters which are on backorder for approximately 6 weeks.

Mr. Sykes stated that he is putting in a stop sign bar on King Road which is thermo plastic, 12x3 which last 3-5 years.

Mr. MacCleery stated that a resident complained about the bar at the end of Bear Hill Road which is causing people to inch out.

Mr. Bouchard would like to see how that one works out before more are installed at Town.

Horse Corner Road work has begun, and some trees have been removed. Busby is looking to start the culvert projects soon. He does not have an official schedule breakdown yet.

Mr. Sykes wanted to thank Jay Hendee on Horse Corner Road for letting Busby use his extra lot for parking/storage.

Mr. Sykes has been able to obtain the culvert piping for Ferrin Road and will install in when possible.

Headwalls need to be made for Ferrin Road which takes approximately 3 months. Mr. Sykes met with the Town engineer, Mike Vignale, for placement. He will need an excavator or crane for assistance due to the size.

Mr. MacCleery made a motion and Mr. Millette seconded to approve the purchase of headwalls from Shea for Ferrin Road in the amount of \$5,790.00. Roll call vote. Mr. Millette, aye. Mr. MacCleery, aye. Mr. Bouchard, aye. **Motion passes.**

Mr. Sykes stated that the boulders that are breaking through on King Road are getting worse. He is looking for quotes to repair it.

Mr. Sykes reported that the Highway truck that was ordered has been delayed further. They are reportedly behind an additional two months.

Mr. Sykes reported that an employee resigned, and he will be short-handed at the end of the month. He asked for residents to be patient until he can hire a new staff member.

#### **Parks & Recreation-**

Mr. Boyajian stated that Parks and Rec was able to get the dugout roofs redone at cost of materials. A community member donated his time for labor. CYA split the cost with Parks and Rec. Total cost was approximately \$1,000.

#### **Conservation Commission-**

The Conservation Commission met last night and agreed on a new outlay for the trail. The public hearing will be on June 21, 2022.

Mr. Boyajian asked the Board to sign a letter of authority for the grant process. The Board agreed.

#### **School**

Mrs. Chivaras stated that graduation for Pembroke Academy was last night and went well. She reported that out of the top 10 students, 4 were Chichester students.

Eighth grade graduation is June 17, 2022, at 6pm.

Baccalaureate will be on June 14, 2022, at 6:00pm

Kate Dockham and Bea Douglas are both retiring, and the school is having a picnic for them on Thursday June 16, 2022.

Mrs. Chiavaras reported that students wrote an opinion piece to sell lemonade. They sold lemonade and earned money that they will be used for projects.

The third graders are raising and learning about ducklings.

Donuts for dads will be held this week for Father's Day.

The school will be presenting a CIP at the next school budget meeting.

#### **Election Update-**

Mr. MacKinnon met with the school to discuss elections and locations.

He stated that the September and November elections will both be located at the school.

The Town elections next year will be held at the Grange Hall.

## **Ordinances Review-**

### **False Alarm Ordinance-**

Mrs. Pinard stated that she has provided the attorney edits for the Board to review. Chief Quimby stated that he reviewed the ordinance and had no further changes.

Mr. Millette made a motion and Mr. MacCleery seconded to adopt the Town of Chichester False Alarm Ordinance as presented. Roll call vote. Mr. Millette, aye. Mr. MacCleery, aye. Mr. Bouchard, aye. **Motion passes.**

### **Construction Ordinance-**

Mr. Jezewski stated that this was brought up to be a revenue maker for the Town but now it says that it's for safety reasons.

Mr. Bouchard stated that he initially brought it up for that reason, but Mr. Millette made a great argument for safety.

Mr. Millette made a motion and Mr. MacCleery seconded to adopt the Town of Chichester False Alarm Ordinance as presented. Roll call vote. Mr. Millette, aye. Mr. MacCleery, aye. Mr. Bouchard, aye. **Motion passes.**

### **Parking Ordinance-**

Mr. Bouchard stated that he is not in favor of the parking ordinance and believes it's not needed for the size of the Town. He would rather address issues as they happen.

Mr. Millette asked Chief Clarke if it poses an issue to not put up a sign up legally.

Chief Clarke stated that it could potentially, but he is still able to enforce the current parking sign. It's a public place so there is always potential of issues whether there is an ordinance or not.

Mr. Bouchard would still rather handle things on a case-by-case basis.

The Board discussed if putting up an additional sign is an option.

The current sign does not indicate that violators will be towed at owner's expense.

Chief Clarke stated that a time limit would be impossible to enforce.

Mr. MacCleery made a motion and Mr. Bouchard seconded to not accept the parking ordinance as written. Roll call vote. Mr. Millette, aye. Mr. MacCleery, aye. Mr. Bouchard, aye. **Motion passes.**

Mrs. Pinard will research signs and will bring options to the next meeting.

## **Other Business-**

Mrs. Pinard discussed an issue with a property owner on Map 8 Lot 7. Mrs. Pinard reported that the owner, Mr. Fife, has no legal right of way to access his property that is located off the railroad bed on the Suncook Valley River and is .06 acres. The only way to access his property is to trespass. She stated that he came in asking to register to vote, stating he lives in his camper and is a resident. He was told by the office several times that since his property is landlocked backland, and he had no road frontage, he was not able to use that as a residence. Mrs. Pinard spoke to Secretary of State and the Attorney Generals Office. Both Offices stated to her that he should be allowed to vote but would not provide that in writing. The Town Clerk did allow him to register to vote at the direction of the Secretary of State and Attorney Generals Office. Mrs. Pinard stated that she is very concerned about voting fraud.

Mr. Millette made a motion and Mr. Bouchard to move forward with the violation letter or cease and desist for Map 8 Lot 7. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, abstain. **Motion passes.**

Mr. Millette made a motion and Mr. Bouchard seconded to approve the minutes from the May 17, 2022. Roll call vote. Mr. Millette, aye. Mr. MacCleery, aye. Mr. Bouchard, aye. **Motion passes.**

Next Board of Selectmen meeting is June 21, 2022.

**Junkyard Permit-**

The Board asked for an update for the Junkyard Permit for Valley, Map 3 Lot 25. Mrs. Jobin will contact them, and she will provide an update at the next meeting.

**Thunder Bridge-**

Mrs. Baas stated that Thunder Bridge needs to be repaired. She asked if a local contractor could repair it.

Mr. Millette stated that since the Historical society has been in charge of overseeing the bridge, he would like the request to come from them.

**Adjournment:**

Being no further discussion, a motion was made by Mr. Millette and seconded by Mr. MacCleery to adjourn the meeting at 7:56pm. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin  
Administrative Assistant

---

Richard Bouchard

Edward Millette

Stephen MacCleery