

## Chichester Board of Selectmen

### Minutes of Meeting

Tuesday December 20, 2022

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

**Members of the Advisory Budget Committee:** Don Peterman, Kathy Doult, Tara Blaney

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

**Others Present:** Chief Quimby, Mr. Sykes, Ewen MacKinnon, Donna Chagnon, Paul Twomey, and other members of the public.

Mr. Bouchard opened the meeting at 6:02pm

**Public Hearing-** Declaring Class VI portion of Ring Road as an Emergency Lane pursuant to RSA 231:59-a

Mr. Bouchard opened the public hearing.

Mrs. Pinard stated that she provided the meeting minutes from the June 7, 2011, Board of Selectmen meeting regarding Ring Road.

The Board discussed declaring a portion of Ring Road an emergency lane so the Road Agent can repair a culvert.

#### **Public comment-**

Mr. Twomey stated that recently he saw a posting for federal funds available for culverts and repair. He also wanted to make the Road Agent aware that the former Road Agent dug a trench twenty feet east of where the old culvert that could possibly be utilized.

Mr. Bouchard closed the public hearing.

Mr. Bouchard Made a motion and Mr. MacCleery seconded to declare the class VI portion of Ring Road as an emergency lane pursuant to RSA 231:59-a. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

Mr. Bouchard stated that the Road Agent will go out in the spring to look at the project.

#### **Budget-**

#### **Highway Presentation-**

Mr. Sykes presented his Highway budget to the Boards.

Mr. Sykes reported that Horse Corner Road will be top sealed in 2023.

He stated that the plan for road reconstruction for 2023 is Ring Road, Kaime Road, Deer Meadow Road, and Fredwood Drive. Deer Meadow Road would be dropped if the project goes over budget.

Mr. Sykes stated that he is waiting until after the winter to decide on which roads will be shim and overlayed.

Mr. Millette asked if crack sealing has enough in the lane money due to inflation.

Mrs. Pinard stated that the tree cutting line was increased \$5,000 to add funds for cemeteries.

Mr. Sykes stated that there were 28 total trees removed between Lane Road and Lover's Lane this year and there are spots all over Town that are inundated with ash trees.

Mr. MacCleery stated he did not want to inflate the road budget with tree removal, and it should be a warrant article. He does not agree with placing it there and the accounting of it.

Mr. Millette stated that it would be better to have the Highway take care of it instead of the Cemetery Trustees because he usually handles that work.

Mr. MacCleery stated it belongs on the warrant until it's a reoccurring expense.

The Boards discussed the concern that if the town votes no to the warrant article, then no funds could be spent on any additional tree removal.

Mrs. Blaney stated that a new line could be started under town building maintenance to cover all the trees.

Mr. Bouchard disagreed and stated that the line already exists in the budget under tree removal on roads so that is not necessary.

Ms. Doult asked if public works had been considered.

Mr. MacCleery stated that historically the townspeople will not vote down a safety issue.

Mrs. Pinard suggested we allow the departments to present and debate this further in January.

Mr. MacCleery asked Mr. Sykes about the warrant article regarding the loader and why he is asking for larger than state specifications. He asked Mr. Sykes to provide the price difference.

Mr. Sykes stated he will get that, however he chose that because of the size of the machine and the attachments he would like to purchase for use.

Mr. Sykes presented lease payments options. The cost would be \$62,000 with a first-year payment at 5.89% for 5 years, or no payment the first year at \$65,000 at the same rate and 5 years. Mr. Sykes will get the cost of a 7-year lease as well.

He stated most of the increase is based on things out of his control, such as salt, sand, and aluminum. He tried to cut down where he could.

#### **Fire Department-**

Chief Quimby presented for the Fire Department. He stated his goal was to increase the night shift pay, as they have been having a hard time staffing.

Chief Quimby reported that the Capital Area budget is up \$2,100. Calls are up in all towns, and they need another dispatcher.

The membership dues line has increased. This line encompasses software programs which have increased.

Chief Quimby reported that he just received official word that the Department was denied the forestry truck grant this year. He indicated that this may be due to the Board and staff not being FEMA certified. This could be done online, or an instructor could come for Town employees. Mrs. Pinard will look into that.

Chief Quimby reported that he reduced the training lines by \$1,000 due to lack of instructors. The Department will do joint EMS training in Epsom for the time being.

Chief Quimby prepared a spreadsheet for the Boards to review with the repair and maintenance totals for 2022 with are very high.

#### **Warrant articles-**

The Boards discussed the wording of the warrant articles and the order they should be in case one fails and how it effects the others.

Mrs. Pinard will discuss the concerns with DRA to ensure if one does not pass then the Town will still get deposits for the others.

Mrs. Pinard stated the public hearing has been scheduled for February 7, 2023.

#### **Meeting Minutes-**

Mr. MacCleery made a motion and Mr. Bouchard seconded to approve the meeting minutes of December 6, 2022. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

Mr. Bouchard made a motion and Mr. Millette seconded to approve the meeting minutes of December 13, 2022. Roll call vote. Millette, aye. MacCleery, abstain. **Motion passes.**

#### **IT Contract-**

Mrs. Pinard stated that she would like to extend the bid another two weeks to get an additional vendor quote that would like to submit. She has two quotes now and another one will come in a few weeks from PC Solutions.

#### **Encumbrances-**

Mrs. Pinard stated that there are three items up for consideration of encumbrance. The Police Department cruiser in the amount of \$30,500, roadside mowing in the amount of \$10,000, and Ferrin Road headwalls in the amount of \$5,790.00.

Mr. MacCleery stated he is not in favor of encumbering the roadside mowing due to throwing off the cycling.

Mr. MacCleery made a motion and Mr. Bouchard seconded to encumber the following funds: \$30,500 for the police cruiser, \$5,790 for the Ferrin Road headwalls. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

**Avitar-**

The Board discussed the assessing contract for the revaluation.

Mr. Millette made a motion and Mr. MacCleery seconded a one-year extension agreement with Avitar Associates of N.E. for an assessing contract in the amount of \$14,256.00. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

Mr. Millette made a motion and Mr. MacCleery seconded to extend a one-year contract with Avitar Associates of N.E. for a statistical update in the amount of \$48,312.00 with \$35,000 expended out of the revaluation capital reserve fund. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

**Zoning Violations Update-**

**Map 8 Lot 7-**

Mrs. Pinard updated Mr. MacCleery on the court date with the property owner. The judge made a temporary ruling allowing 4 weeks for the property owner to submit more documents and in the meantime, he is not allowed to sleep on the property. He stated in court documents that he did not live there and has not spent a night there since May of 2022, however he did sign two separate affidavits swearing he resided on the property which was forwarded to the Attorney Generals Office.

**200 Suncook Valley Road-**

Mrs. Pinard updated the Board that she received notification and pictures from the property owner's attorney that the camper/tiny house is no longer being utilized as a residence on the property and the Hoop house has been moved to the correct location.

**Dover Road Map 3 Lot 25-**

Mrs. Pinard reported that letters have been sent to the property owners notifying them of submission deadlines for the Planning Board, which is January 13, 2023. The property owner did do a right to know request for Selectmen and Planning Board minutes, which has been provided.

**290 Dover Road-**

Mrs. Pinard reported that Mr. Hodge emailed Mr. O'Donnell regarding his submitted building permit with what was needed to move forward, such as plans and fees. He has not received a response from him. Another letter will be sent to the property owner.

**183 Dover Road-**

Mrs. Jobin reported that a letter was drafted by the town attorney to the property owner regarding the illegal apartments, which will be sent out this week. The letter states that the use of the illegal apartments is not permitted.

**Adjournment:** Being no further discussion, a motion was made by Mr. Millette and seconded by Mr. Bouchard to adjourn the meeting at 7:53 pm. Roll call vote. Millette, aye. MacCleery, aye. Bouchard, aye. **Motion passes.**

Respectfully submitted,

Approved January 3, 2023

Kristy Jobin

Administrative Assistant

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Richard Bouchard

Edward Millette

Stephen MacCleery