

Chichester Board of Selectmen

Minutes of Meeting

Tuesday April 18, 2023

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

Others Present: Chief Quimby, Chief Wright, Craig Sykes, Kathy Doult, Tom Downey, Donna Chagnon, Nic Wood, Sean Matousek, Mike Ebbett, Barbra Sweet, Corie St. Germain, Kurt St. Germain, and other members of the public.

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

Abatement-

Mr. Bouchard made a motion and Mr. MacCleery Seconded to abate Map 4 Lot 156 Sublot 50RV for the 2022 tax year in the amount of \$166.00. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

Appointments-

Mr. Millette made a motion and Mr. MacCleery seconded to appoint the following:

Frank Swirko to the Planning Board expiring on April 1, 2026

Frank Swirko to the Advisory Budget Committee expiring on April 1, 2026

Lucille Noel as an Alternate Library Trustee expiring on April 1, 2024

Carolee Davidson as an Alternate Library Trustee expiring on April 1, 2024

Margarite Friary as an Alternate Library Trustee expiring on April 1, 2024

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

Alt Library Trustee 1 year April 1, 2024

Approval of minutes-

Mr. Millette made a motion and Mr. MacCleery seconded to approve the meeting minutes of April 4, 2023. Roll call vote. Millette, aye. Bouchard, aye. **Motion passes.**

Update of Flooring Approval-

Chief Wright reported that there was an increase in cost of materials for the flooring that will be an extra \$800.00 more totaling \$43111.67 to complete flooring at safety building.

Mr. Bouchard made a motion to approve \$43111.67 to rite way flooring paid out of the ARPA funds for the safety building flooring. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

Block 5 IT-

Mike Ebbitt from Block 5 IT company came before the Board to discuss the original bid which included a lot of work and upgrades the Town currently does not have. Upgrades would be mandatory to switch over, including fire wall and switches for the Town Hall and the public safety building. He stated that they do try to utilize as much existing

equipment as possible but most likely will need upgrades to meet security needs. He recommended to update servers in both locations, upgrade networks for both locations with an extra access point at 22 Main Street.

Mr. Ebbitt presented a management and maintenance quote and server quotes good for 4-5 years before replacements would be needed, software which would be 8-9 years before any updates will be needed. These quotes do not include the Library.

Mr. Downey from the Library provided a list of what is existing at the Library and stated that they would need a Wi-Fi access point. Mr. Downey and Mr. Ebbitt will connect to gather information so an additional quote can be provided.

Mr. Ebbitt stated that the Fire Department has a relatively new server but they could not buy another to make a pair, so it may be usable at the Library.

Chief Wright discussed that he will need to update software to support IMC for the cruisers. Counties are now phasing out older software and upgrades will need to happen to create a tunnel to the two environments and IT can remotely log in. Mr. Ebbitt stated that it will be a substantial cost to do this switchover.

Chief Wright stated that currently the Police Department is not able to utilize the program the way it should be and is not live with dispatch. He stated that the platforms will need to be moved sooner than later. All surrounding Towns already utilize this technology.

Mr. Ebbitt stated that the quote does reflect reduced labor costs with incentives to sign a longer contract for free or lower cost equipment.

Mr. Millette asked that a new quote be provided to see the bottom line after meeting with the Library. Mr. Ebbitt agreed.

Library-MOU

Ms. Doult stated that the review of the Library MOU came about due to a warrant article that the library trustees presented. They would like to have a general discussion regarding the MOU and provided a proposed MOU to review with some changes to discuss. Some of the changes to be discussed were adding the original \$500.00 threshold to some items along with others that already exist such as furnace repair, the outside message board, the artesian well, and general repairs. The Library also proposed some new items to the MOU such as the outside windows being cleaned, security system, IT services and pest control.

Mr. Millette stated that the well is not on the MOU and it should be added. Artesian Well with \$500 threshold.

Ms. Doult requested a copy of the property and liability policy to be aware of what is covered.

Ms. Doult will type up the revised MOU and send it to Ms. Pinard to have the Board review and then vote on it next meeting.

Zoning violations-

Mrs. Pinard reported the upcoming court dates for Map 8 Lot 7.

Mrs. Jobin reported that a technical review committee meeting has been scheduled for Map 3 Lot 25 for April 27, 2023.

Mr. McCleery stated he received a call from Ms. Baas regarding a vehicle being parked at thunder bridge.

Chief Wright stated that they receive a lot of calls, and it has become somewhat burdensome to the Police Department with the numerous complaints. He would recommend the sign be taken down.

Mr. Millette stated that removing the sign would not make a difference at this time.

Resident Complaints-

Coleman Concrete-

Mrs. St. Germain came before the Board to discuss issues with Coleman Concrete. She stated that she is an abutter and there are several issues regarding the business, including starting up the plant before the allowed time and having a washout area for the concrete in the residential zone.

She is concerned due to the wetlands that run from the wash area to their home and then to Rassenan Drive. They have been recommended by the NRCS through the USDA to call Dept. of Environmental Services to report this activity. She would like the Town to address the concerns.

Mrs. Pinard stated that plans will be pulled, and necessary steps will be taken.

Gravel Road Maintenance-

Mr. Wood along with several other residents came before the Board to discuss the maintenance of gravel roads. He had several questions such as the long term for dirt road maintenance and if there is a plan to pave the dirt roads.

He stated that his road had about three hundred potholes up to 10inches deep that were not addressed for a lengthy amount of time.

Mr. Millette stated that road postings just came down and the Highway Department had to wait for the roads to firm up before he could grade. He stated it has been a lot of challenges with all the water we have had.

Mr. Millette stated that problems should be reported so they can be addressed. He stated there is a crew of three employees including the Road Agent and a lot of miles of dirt roads. There are some roads in town that long term would be better paved and at some point the Town will have to make choices. There has been a substantial change with how much more the roads are being used and traveled on with all the added traffic from other communities.

Mrs. St. Germain stated that they are looking for better communication.

Mrs. Pinard stated that they do try to communicate and give notice using the Town website.

Mr. Matousak would like some questions answered by the road agent. He is concerned about the roads in town, and stated that he has never seen Smith Sanborn in such terrible condition. He stated his interest in forming a committee to do a cost analysis for the dirt roads.

Mr. Millette stated that there was zero frost line this year which really impacted the roads.

Mr. MacCleery stated that this winter was horrible with a lot of challenges.

Mrs. St. Germain agreed to put some questions in writing and send them to Mrs. Pinard to distribute to the Board and the Road Agent to be addressed at a later date.

Cemetery-

The Board acknowledged the receipt of a letter from the Cemetery Trustees and encouraged them to come to a meeting to discuss any issues.

Other Business-

The D.O.T. has scheduled a meeting for Monday April 26, 2023 regarding the Rt. 28/Main St. intersection at the Grange Hall at 6:00pm.

Mrs. Pinard reported that the septic system has failed at the safety center. It will be pumped on a weekly basis until corrected. Goss reported that its completely failed and needs to be replaced. The current system cannot manage the flow. It was recommended to replace the leach field with rock and pipe and add another septic system. A new system will have to be designed with growth kept in mind.

Mrs. Pinard reported that the new fire truck was on its way to NH when it rearended a parked car on the highway and is now totaled. The Town has no liability. The truck was not owned by the Town yet and it was a third-party transportation company. The Department is now working with the Fire Truck Company to find a new truck.

Mrs. Pinard stated that the check that was cut for payment will be returned to the Trustees to go back in the account to earn interest.

The State surplus auction is September 20, 2023.

Approval of minutes-

Mr. Millette made a motion and Mr. Bouchard seconded to approve the meeting minutes of April 4, 2023. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

Non-Public-

91-A:3 II (a)

Mr. MacCleery made a motion and Mr. Millette seconded to go into 91-A:3 II (a) – The dismissal, promotion, or compensation of any public employee.

Mr. MacCleery made a motion and Mr. Millette seconded to come out of nonpublic. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

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

Mr. Bouchard made a motion and Mr. Millette seconded to increase the Planning Coordinator/Administrative Assistant salary by \$3,900 per year. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

RSA 91-A:3, II (c)

Mr. MacCleery made a motion and Mr. Millette seconded to go into RSA 91-A:3, II (c). Discussion of matters which would likely affect adversely the reputation of any person, other than a member of the public body holding the meeting.

Mr. MacCleery made a motion and Mr. Bouchard seconded to come out of nonpublic. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

Mr. MacCleery made a motion and Mr. Millette seconded to seal the nonpublic minutes for five years. Roll call vote. Millette, aye. Bouchard, aye. MacCleery, aye. **Motion passes.**

Adjournment: Being no further discussion, a motion was made by Mr. Bouchard and seconded by Mr. MacCleery to adjourn the meeting at 8:49 pm. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant

Richard Bouchard

Edward Millette

Stephen MacCleery