

Chichester Board of Selectmen

Minutes of Meeting

Tuesday May 16, 2023

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

Others Present: Ruth Hammen, Brenda Boswak, Nancy Fraher, Donna Chagnon, Lori Jewett, and other members of the public.

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

Cemetery Trustees-

Ms. Boswak stated they wanted to follow up with the Board regarding several items. She presented the minutes from January 31, 2023, and requested that they be changed because they were not accurate. The minutes read "currently violating the law with the way it's done." She stated that they are not in violation of the law and the reasoning to make the change was to simplify the process.

Mrs. Pinard stated that she did not feel it was appropriate to change the minutes from January 31, 2023. With it being four months after the fact, minutes have been approved and posted. If the issue was brought forward at the following meeting, the changes could have been considered.

Mrs. Jobin stated that she had spoken to Fred Shaw earlier that day who did have recollection of discussing that. She stated that she also recalls the discussion, so she was not comfortable with changing the minutes. The minutes of this meeting will serve as record that the Cemetery Trustees are not in agreement with the statements made in the January 31, 2023, meeting minutes.

The trustees also asked for clarification on the warrant article they submitted to the Selectmen for additional funds for tree removal.

Mrs. Pinard stated that additional funds were added to the tree removal line in the Highway budget. It was not the full \$5,000 requested by the Cemetery Trustees as the Board felt that the Cemetery Capital Reserve could also be used to offset some of the cost for the tree removal projects the cemeteries are in need of. The Board wanted to work to get a quote on removing more than just the cemetery trees as a project to see if the cost could be lowered by removing more trees at one time.

The Board stated that the Cemetery Trustees should communicate with the Road Agent, who will be managing tree removal, regarding trees they deem necessary to remove from the cemeteries.

Ms. Hammen stated that she was disappointed that the Hook Cemetery warrant article did not pass. She stated that she was not able to attend the meeting and other trustees were unavailable to attend.

Mr. Millette stated that there were a lot of questions that the Board could not answer regarding damage to the cemetery and how there could be no tax impact if damage needed to be repaired.

Ms. Hammen stated that there is a Trust they could have used.

Mr. Bouchard stated that is where the confusion is, and we did not have the answers for them.

Ms. Boswak stated that the residents could have called a Trustee to ask those questions.

Mr. Millette stated that they helped as much as they could but could not answer all the questions.

Ms. Jewett stated that she was at the meeting, and it was shot down very quickly. It makes it look like the Town of Chichester does not take care of the cemetery.

Mr. Millette stated that he felt the disrepair of the cemetery scared a lot of people.

Space needs committee guidelines draft-

Mrs. Pinard stated that she sent out the draft to all Department heads and made edits. She asked the Board to review the draft and make edits.

Carpenter Park field use –

Mrs. Pinard stated that Parks and Rec has asked that the Selectmen's Office take over scheduling and use of the park, along with putting a field use permit in place.

Mr. Millette asked that Parks and Rec come to a meeting to discuss this matter further. He also asked to invite Chichester Youth Association to the June 1, 2023, meeting.

Mrs. Pinard will check the Parks and Rec charter.

Welfare guidelines-

The Board reviewed the welfare guidelines with increases to account for inflation.

Mr. Bouchard made a motion and Mr. Millette seconded to approve the proposed 2023 welfare guidelines. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Abatement-

Mr. Millette made a motion and Mr. MacCleery seconded to abate Map 3 Lot 43 in the amount of \$1,454.06. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Appointments-

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

Justine Hayward, Alternate Cemetery Trustee

Corie St. Germain, Planning Board Alternate

Corie St. Germain, Advisory Budget Commission

Marlene Hammond, Advisory Budget Commission

Ewen MacKinnon, Parks and Recreation

Richard Millette, citizen on BCEP

Richard Bouchard, BOS BCEP

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

Approval of Minutes-

Mr. Millette made a motion and Mr. MacCleery seconded to approve the minutes of May 2, 2023. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, abstain. **Motion passes.**

IT Contract-

Mrs. Pinard stated that she did research, and the ARPA funds will not cover the entire year's cost but anything over the budgeted cost for the line item of \$23,000.

Mr. Millette stated that after discussing the three-year contract and thinking about all the expenses with trees he is unsure about using ARPA.

Mr. Millette made a motion and Mr. Bouchard seconded to enter into a contract with Block 5 in the amount of \$42,000 for the onsite IT plan to be funded by ARPA. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Mr. Millette made a motion and Mr. seconded to enter into a three-year agreement for the server and hardware upgrade \$10,961.98 to be funded out of the IT line in the operating budget. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Additional \$34,000.00 to complete the

Mr. MacCleery stated that he took the time to read "a hard road to travel" and it is the authority of the library trustees to have custody of their budget, and questioned if the Library should expend it out of their own budget.

Mrs. Pinard stated that this could be funded by ARPA funds this year, but next year's funds need to come out of the budget.

Mr. MacCleery stated that he wants to clarify the legality of paying for things out of which budgets.

Mr. Millette made a motion and Mr. MacCleery seconded to approve the network upgrade for Town Hall, the Library, and the Safety Building in the amount of \$37481.27 to be paid out of the ARPA funds. Roll call vote. MacCleery, aye. Bouchard, aye. Millette, aye. **Motion passes.**

Zoning Violations-

Map 8 Lot 7-

Mrs. Pinard stated that the Town went to trial with the property owner on May 4, 2023 and we are waiting for a ruling from the judge.

Map 3 Lot 25-

Mrs. Pinard reported that the property owner just went through the Technical Review Committee and will be making an application to the Planning Board.

Map 3 Lot 39-

May 16, 2023

Page 4 of 5

Mrs. Pinard stated that a site visit was completed with herself, Mrs. Jobin, council for the Town and the property owner, Mr. O'Donnell. Some permits need to be pulled and an application to the Planning Board needs to be made. The property owner stated along with his attorney that these items should be cleared up within 3-4 weeks.

Map 3 Lot 19-

Mrs. Pinard stated that the property owner is applying for variances.

Other-

Mrs. Pinard stated that there was a resignation in the tax office. She stated that an applicant had already applied and an interview with the resident is set up for Thursday morning.

Mr. Millette stated that he spoke with Mr. Sykes and did research regarding culverts which are the landowners' responsibility. If they do not maintain them, then the resident can be charged for work done.

RAC- Nancy Fraher

Mrs. Fraher asked the Board what the status of the Road Advisory Committee was. She stated that there were no meetings recently.

Mr. Millette stated that last year they talked to the Chairman, Russell Blaney, and he had nothing to report and stated that no one showed up for the meetings and requested it be disbanded. He did not see a reason to meet.

Mrs. Pinard stated that initially when the warrant article created the RAC, it was meant for one year.

Mrs. Fraher did not see the sense in creating a new dirt road committee if a roads committee is already in place.

The Board stated that they will gather more information and will discuss it in the future.

Non-Public-

RSA 91-A:3, II (c)

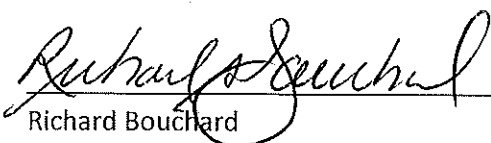
Mr. Millette made a motion and Mr. Bouchard seconded to go into RSA 91-A:3, II (c). Discussion of matters which would likely affect adversely the reputation of any person, other than a member of the public body holding the meeting.

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

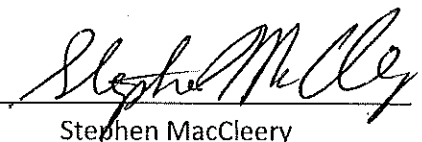
Adjournment: Being no further discussion, a motion was made by Mr. Bouchard and seconded by Mr. MacCleery to adjourn the meeting at 8:08 pm. Roll call vote. MacCleery, aye. Millette, aye. Bouchard, aye. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Administrative Assistant


Richard Bouchard


Edward Millette


Stephen MacCleery