

**Town of Chester
Board of Selectmen Meeting
Thursday, July 16th, 2009
Municipal Complex
Approved Minutes**

I Preliminaries

1.1 Call to Order

Vice-Chairman Cannon called this meeting of the Town of Chester Board of Selectmen to order at 7:01pm.

1.2 Roll Call

Selectmen present:

Robert Brown
Jack Cannon
Joe Castricone

Selectmen absent:

James Hassam
Stephen Landau

(Vice-Chairman Cannon announced that Chairman Hassam would be out for several weeks with a medical issue.)

Members of the Public present, at various times:

Rich Antoine, Fire Chief
Bill Burke, Police Chief
Barbara Dolloff
Midge Gould
Tom Malley, Building Inspector
Patricia Martin, Administrative Assistant
Steve Moltenbrey, Recreation Coordinator/Maintenance Supervisor
Edward Quigley
Bryan Remillard
Matt Rittenhouse, Tri-Town Times
Carolyn Scott
Leroy Scott
Angela Sherwood, Finance Director
Cynthia Tunberg
Steve Tunberg
Kevin Wunderly, Fire Department
And other persons unknown to the Recording Secretary

1.3 *Pledge of Allegiance*

Vice-Chairman Cannon led the attendees in the Pledge of Allegiance.

1.4 *Additions and Deletions*

There were neither additions nor deletions.

1.5 *Public Comment*

As no members of the Public wished to speak, the Board closed Public Comment at 7:02pm.

II Appointments

2.1 *Steve Moltenbrey, Recreation Coordinator/Maintenance Supervisor*

Steve Moltenbrey, as Maintenance Supervisor, asked that the Board go into non-public session in order to discuss hiring.

Selectman Castricone moved that the Board go into Non-Public Session with Mr. Moltenbrey and Edward Quigley; Selectman Brown seconded the motion. The vote was three in favour with Chairman Hassam and Selectman Landau absent; so moved. The meeting room was closed at 7:03pm.

The meeting room was re-opened at 7:17pm. Selectman Castricone moved that the Board come out of non-public session; Selectman Brown seconded the motion. The vote was three in favour with Chairman Hassam and Selectman Landau absent; so moved.

Vice-Chairman Cannon moved that the minutes to the non-public session be sealed for one year; Selectman Castricone seconded the motion. The vote was three in favour with Chairman Hassam and Selectman Landau absent; so moved.

Selectman Castricone moved that the Town offer conditional part-time employment to Edward Quigley at the rate of \$13.25/hour for 30 hours a week, contingent upon satisfactory background checks and all paperwork being completed; Selectman Brown seconded the motion. The vote was three in favour with Chairman Hassam and Selectman Landau absent; so moved.

Mr. Quigley departed the meeting table at 7:19pm; Mr. Moltenbrey remained at the meeting table.

Mr. Moltenbrey, as Recreation Coordinator, had a pay raise request for a member of his Summer Staff. Enrollment has tripled and her responsibilities have increased in proportion. Her current wage is \$7.25/hour, which is minimum wage; he would like to increase it to \$7.50/hour. The Board concurred and signed his request.

Mr. Moltenbrey, as Maintenance Supervisor, wished to follow up on a previous discussion about Alison Rochenski (sp?), Cleaner. He has cut down on the cleaning work an outside contractor was performing, and given those tasks to her; her performance has been quite satisfactory. He would

like to increase her pay from \$8/hour to \$10/hour for the current Fiscal Year. She is a 20-hour/week part-time employee and there would be no change in that status. Her wages would increase ~ \$1600 over the year, whereas the savings from the outside contractor are ~ \$2730 in the Police Department and ~\$1700 in the Multi Purpose Room. As a result, the overall savings to the town are somewhere in the \$3000 range. No additional raise will be sought in January. The Board concurred and signed his request.

Mr. Moltenbrey and Mr. Quigley departed the meeting at 7:24pm.

2.2 *Steve Tunberg, Emergency Management*

Mr. Tunberg appeared before the Board to discuss an Emergency Management Grant that he would like the Board to accept on behalf of the Town. This grant will save the Town \$26,991, which is half of the \$53,982 cost for the generators and emergency operations plan.

Selectman Brown moved that the Town accept the Emergency Management Grant of \$26,991 for generators and the emergency operations plan; Selectman Castricone seconded the motion. The vote was three in favour with Chairman Hassam and Selectman Landau absent; so moved.

The Board signed the documents, with Mrs. Tunberg notarizing.

Mr. Tunberg and Mrs. Tunberg departed the meeting at 7:32pm.

2.3 *Angela Sherwood, Finance Director*

Budget

Expense entries have been closed for the previous Fiscal Year; it appears that there is \$42,539.54 remaining in the Budget, and the School also has a surplus. Currently there is ~\$1M in the unexpended fund balance. Vice-Chairman Cannon would like the Board to consider and discuss applying some of that surplus to the Town's tax bill in order to lower the tax rate. Selectman Brown agreed, but stated that he would like to see more monies from the Highway Maintenance Fund applied to the previous fiscal year budget rather than the \$10K that was taken. It was pointed out that the \$10K figure was voted upon at a previous meeting. Finance Director Sherwood stated that there was still time to make adjustments.

The School will be returning some money to the Town; a preliminary figure will be available in mid-August.

Money from the previous Fiscal Year has been set aside for Road Agent Mike Oleson to repair the Edwards Mills guard rails; Selectman Brown objected to this, stating that the Highway Department was over budget. Selectman Castricone stated that the Public Hearing on this matter will be on July 30th, 2009.

Insofar as the State Budget is concerned, Rooms & Meals tax revenue remains the same; however, profit sharing will be lost. There is a possibility that the Highway Block Grant for 2011 will be increased.

The State will be changing the Town's employer rate for retirement, which is an issue, as the Town Budget has already been done. Apparently there is a Class Action suit being brought against the State; a letter has been received from LGC, offering Chester the chance to participate for \$200. The Board declined.

Community Caregivers has submitted their request for funding; Vice-Chairman Cannon had asked that all outside “Welfare” requests be brought in for discussion before payment is made.

Earned Time

Per written policy, earned time accumulates for the Police Department. The practice has been that it accumulates for Fire Chief Antoine, also, but there is no written policy for this, and it is apparently not accumulating for the other full-time firefighters. It was suggested that earned time accumulation was part of Fire Chief Antoine's employment negotiations; it is unsure about the other full-time firefighters. Vice-Chairman is concerned that this time is not being accrued; Finance Director Sherwood confirmed that it is not. She will speak with the auditors and LGC.

Other Matters

An opinion on the Conservation Commission Funds matter was requested and received from LGC; however, Finance Director Sherwood reported that Selectman Landau was not satisfied with the attorney involved, and had asked that another, different attorney, be solicited for his or her opinion. Finance Director Sherwood will handle this.

The Cemetery Trustees would like to hire Harry Roberts at \$11/hour; Vice-Chairman Cannon asked Selectman Brown, as Cemetery Liaison, to handle this request.

An adjustment needs to be made to Police Sergeant Berube's vacation time; his employment negotiations specified that he was to receive two weeks, yet there is no record of this in his file. Vice-Chairman Cannon signed the request.

Finance Director Sherwood edited the employee hiring sheets to be more descriptive; for example, they now indicate in what position the hired employee is currently working, and any additional benefits negotiated. The Board was pleased with these changes.

Finance Director Sherwood departed the meeting at 8:06pm.

2.2 Bryan Remillard - Beaver Creek

Mr. Remillard appeared before the Board to discuss the Beaver Creek project, which is behind the Transfer Station. It was considered a hazardous waste site because of sludge onsite. He met with DES today; it is ready for final testing. This type of job would normally be under the aegis of the Building Inspector, but due to the various changes in this position over the past five years, Health Officer Darrell Quinn has been working with Mr. Remillard. This is satisfactory to DES, and he will continue to do so. Vice-Chairman Cannon asked Selectman Castricone, as Building Inspector Liaison, to ensure that all records remain onsite as part of the case file.

Mr. Remillard departed the meeting at 8:12pm.

III Meeting Business

3.1 Approval of Minutes

This subject was not addressed tonight.

3.2 Roundtable

Vice-Chairman Cannon

- A letter has been received from Leslie Packard; the Seniors have donated a 40” television to the Wason Pond Community Center, and the Board needs to accept it on behalf of the Town. Administrative Assistant Martin will draft a letter, thanking the Seniors.

Selectman Castricone moved that the Town accept the 40” LCD colour television from the seniors for the Wason Pond Community Center; if anything is to happen to the WPCC, the television will be returned to the Seniors. Selectman Brown seconded the motion. The vote was three in favour with Chairman Hassam and Selectman Landau absent; so moved.

- Darrell Quinn has asked to be reappointed to the voluntary Health Officer position. The Board needs to sign the request and return it to the state.
- There is a property tax abatement form to be perused. This was recommended, and although Chairman Hassam signed the form, Selectman Castricone and Vice-Chairman Cannon do not agree. Selectman Brown will read it.
- Vice-Chairman Cannon asked Selectman Brown to take over the generator project while Chairman Hassam is out.

Selectman Brown

- Nothing to report.

Selectman Castricone

- Nothing to report.

3.3 Public Comment

As no members of the Public wished to speak, Public Comment was closed at 8:17pm.

3.4 Non-Public Session

Selectman Castricone moved that the Board go into non-public session under RSA 91-A:3 II (e), Litigation; Selectman Brown seconded the motion. The vote was three in favor with Chairman Hassam and Selectman Landau absent; so moved.

Selectman Castricone moved that the Board go into non-public session under RSA 91-A:3 II (a), Compensation; Selectman Brown seconded the motion. The vote was three in favor with Chairman Hassam and Selectman Landau absent; so moved.

The public portion of the meeting was adjourned at 8:19pm; the Board will come out of non-public session only to seal the minutes and adjourn the meeting. The meeting room was closed at 8:19pm.

The meeting room was re-opened at 8:29pm. Selectman Castricone moved that the Board come out of non-public session; Selectman Brown seconded the motion. The vote was three in favor with Chairman Hassam and Selectman Landau absent; so moved.

Selectman Brown moved that the minutes to the non-public session be sealed for one year; Selectman Castricone seconded the motion. The vote was three in favor with Chairman Hassam and Selectman Landau absent; so moved.

3.5 *Adjournment*

The meeting was adjourned at 8:29pm.

Respectfully Submitted,

Debra H. Doda