

Chichester Board of Selectmen

Minutes of Non-Public Meeting

Tuesday, April 7, 2015

Members Present: Chairman Richard DeBold, Michael Paveglio, Jeffrey Jordan and Town Administrator Jodi Pinard.

**Non-Public Session 91-A:3 II (b) *The hiring of any person as a public employee to review non-public meeting minutes.***

A motion was made by Mr. DeBold and seconded by Mr. Paveglio to enter into non-public session at under RSA 91-A:3 II (b). DeBold Aye, Paveglio Aye, Jordan Aye. **Motion Passes.**

Minutes of January 13, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of June 23, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 7, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 14, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of August 11, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of August 25, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of September 1, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of September 15, 2009 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of March 30, 2010 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of April 6, 2010 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of April 13, 2010 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of April 20, 2010 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of March 1, 2011 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of June 11, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of June 24, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 2, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 9, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 23, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 24, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of July 30, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of August 1, 2013 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

Minutes of August 5, 2014 were reviewed. The circumstances for sealing the minutes no longer apply the minutes were declared open.

A motion was made by Mr. DeBold and seconded by Mr. Pavaglio to re-seal non-public meeting minutes of July 21, 2009 indefinitely. DeBold Aye, Pavaglio Aye, Jordan Aye. **Motion Passes**

A motion was made by Mr. Pavaglio and seconded by Mr. Jordan to exit non-public session at 8:28pm. DeBold Aye, Pavaglio Aye, Jordan Aye. **Motion Passes**

Respectfully submitted,

  
Jodi Pinard

Not approved until signed.

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Richard DeBold

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Jeffrey Jordan

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Mike Pavaglio

Chichester Board of Selectmen  
**SELECTMEN'S MINUTES**  
**NON-PUBLIC SESSION**  
January 13, 2009

**MEMBERS PRESENT:** Chairman DeBold, Selectman MacCleery, Selectman Jordan and Administrator Lisa Stevens.

Building Inspector Interviews –

Motion Chairman DeBold, second Selectman MacCleery, to enter into non-public session at 7:45pm, pursuant to RSA 91-A:3,II,b, for the purpose of conducting interviews for hiring a public employee. The Chairman called for the vote, Jordan – yes; MacCleery – yes; DeBold –yes. Motion passes.

**Applicant – Ed Hunter**

- Currently ICC certified building inspector – residential code
- Part-time bldg inspector for the Town of New London
- Strength from fire service career
- Weakness plumbing/electrical – has improved with time on the job
- Familiar with plan review and code development
- Distance to travel not an issue

**Applicant – John Dever**

- Currently ICC certified bldg inspector – residential code
- Not in a bldg inspector position currently-looking to establish this as new career
- Father former bldg inspector Town of Meredith
- Currently studying for plumbing inspector certification
- Distance to travel not an issue
- Willing to forgo his planning board commitment on Tuesday evenings

**Applicant – Everett Hodge**

- Currently full-time bldg inspector for the Town of Pembroke
- Certified ICC in residential code, electrical code, working on plumbing
- Availability limited to nights and weekends

**Applicant – Rich Edmonds**

- Not certified in any ICC code
- Availability not a problem-current employment is mostly home based
- Questioned liability

The Board discussed offering Mr. Hunter \$20 per/hour along with half of the fees for additional permits issued such as, electrical, mechanical, demolition, C/O, etc.(as proposed under the amended building code).

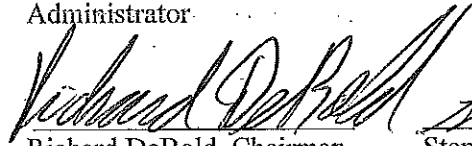
The Board requested references to be checked for two candidates, Ed Hunter and John Dever. Further discussion by the Board is scheduled for next week.

Motion Chairman DeBold, second Selectman Jordan to come out of non-public session at 9:50pm. The Chairman called for the vote, Jordan – yes; MacCleery – yes, DeBold – yes. Motion passes.

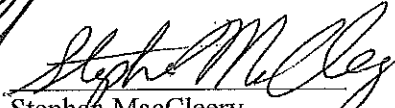
Respectfully submitted,

Lisa Stevens  
Administrator

~~Not Yet~~ Approved as written  
1-20-09  
js



Richard DeBold, Chairman



Stephen MacCleery



Jeffrey Jordan

Chichester Board of Selectmen  
**SELECTMEN'S MINUTES**  
**NON-PUBLIC SESSION**  
June 23, 2009

**MEMBERS PRESENT:** Chairman MacCleery, Selectman Jordan, Selectman DeBold and Administrator Lisa Stevens.

At this time the Board wished to review the twenty-five applications received for the Administrator position.

Chairman MacCleery moved to enter into non-public session at 9:40pm, pursuant to NH RSA 91: A-3, II, b, to discuss the potential candidates for Administrator. Selectman DeBold seconded the motion, the chairman called the vote. DeBold – yes, Jordan – yes, MacCleery – yes. Motion carried.

The Board chose seven candidates they would like to interview.

Interviews will be scheduled for July 7, 2009 and July 14, 2009, in the evening.

Lisa was directed to reschedule the Department Heads meeting to June 30, 2009.

Lisa was directed to contact town counsel for his opinion of a selection committee. Should it be favorable, Lisa will contact Arthur Ellis and ask for his participation on this committee.

Chairman MacCleery moved to seal the minutes of the non-public session for a period of ten years. Selectman DeBold seconded the motion, the chairman called the vote. DeBold – yes, Jordan – yes, MacCleery – yes. Motion carried.

Chairman MacCleery moved to close the non-public session at 10:37pm. Selectman DeBold seconded the motion, the chairman called the vote. DeBold – yes, Jordan – yes, MacCleery – yes. Motion carried.


Respectfully submitted,

Lisa Stevens  
Administrator

Not Yet Approved

  
Stephen MacCleery, Chairman

  
Jeffrey Jordan

  
Richard DeBold

Released 4/7/15

Chichester Board of Selectmen  
**SELECTMEN'S MINUTES**  
**NON-PUBLIC SESION**  
July 7, 2009

**MEMBERS PRESENT:** Chairman MacCleery, Selectman Jordan, Selectman DeBold and Administrator Lisa Stevens. **Others present:** Marlene Hammond

Chairman MacCleery opened the meeting at 6:30pm

**Subject:** Town Administrator Interviews

Selectman DeBold moved to enter into non-public session at 6:34pm, pursuant to NH RSA 91-A: 3, II, a, to discuss the hiring process and conduct interviews. Chairman MacCleery seconded the motion, the Chairman called for the vote. DeBold – yes; Jordan – yes; MacCleery – yes. Motion carried.

Ms. Hammond was chosen as the citizen representative for this selection process. The group discussed the list of sample questions obtained from the Local Government Center and established a process for random questioning by each of the members of the interview team.

The Board conducted interviews with Cheryl Travis of Nottingham, Jamie Pike of Chichester and Nancy Tanner of Washington.

Candidate Travis was withdrawn from consideration by the Board.

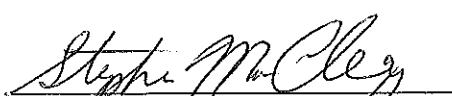
Chairman MacCleery moved to seal the minutes of the non-public session for a period of five years. Selectman Jordan seconded the motion, the Chairman called the vote. DeBold – yes; Jordan – yes; MacCleery – yes. Motion carried.

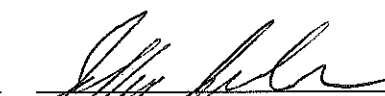
Chairman MacCleery moved to close the non-public session at 9:22pm. Selectman DeBold seconded the motion, the Chairman called the vote. DeBold – yes; Jordan – yes; MacCleery – yes.

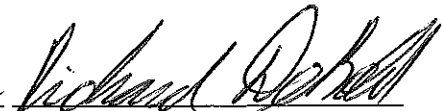
Respectfully submitted,

  
Lisa Stevens  
Administrator

~~Not Yet~~ Approved *as written gpi*  
7.14.09

  
Stephen MacCleery, Chairman

  
Jeffrey Jordan

  
Richard DeBold

Chichester Board of Selectmen  
**SELECTMEN'S MINUTES**  
**NON-PUBLIC SESSION I**  
July 14, 2009

**MEMBERS PRESENT:** Chairman MacCleery, Selectman Jordan, Selectman DeBold and Administrator Lisa Stevens. **Others present:** Marlene Hammond

**Subject:** Town Administrator Interviews

Chairman MacCleery moved to enter into non-public session at 7:16pm, pursuant to NH RSA 91-A: 3, II, a, to discuss the hiring process and conduct interviews. Selectman Jordan seconded the motion, the Chairman called for the vote. DeBold – yes; Jordan – yes; MacCleery – yes. Motion carried.

Ms. Hammond was chosen as the citizen representative for this selection process, along with outgoing Administrator Lisa Stevens.

The Board conducted interviews with Kelley Collins of Antrim and Roger Becker of Webster.

The Board discussed their final choices for the position, choosing Collins, Tanner and Pike. Selectman DeBold will contact town counsel and discuss any potential risk or conflict of interest issues should J. Pike be the successful candidate.

Chairman MacCleery will contact Ms. Tanner for references and salary requirements.

Selectman DeBold will contact references submitted by candidate Collins and discuss salary requirements with the candidate.

Chairman MacCleery moved to seal the minutes of the non-public session for a period of five years. Selectman Jordan seconded the motion, the Chairman called the vote. DeBold – yes; Jordan – yes; MacCleery – yes. Motion carried.

Selectman DeBold moved to close the non-public session at 9:30pm. Selectman Jordan seconded the motion, the Chairman called the vote. DeBold – yes; Jordan – yes; MacCleery – yes. Motion carried.

Respectfully submitted,  
Lisa Stevens  
Administrator

~~Not Yet Approved~~ as written 7/21/09  
lp

  
Stephen MacCleery, Chairman

  
Jeffrey Jordan

  
Richard DeBold

Chichester Board of Selectmen

Minutes of Meeting

Non-Public Session

August 11, 2009

Members present: Chairman Stephen MacCleery Sr., Jeffrey Jordan, Richard DeBold, Nancy Tanner, Town Administrator, and Jamie Pike, Administrative Assistant.

Others present: Road Agent Jim Plunkett

Pursuant to RSA 91-A:3 II (b), a motion was made by Mr. MacCleery and seconded by Mr. Jordan to enter into non-public session regarding the hiring of an employee. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

Mr. Plunkett submitted the applications received for the full-time position in the Highway Department. A total of 15 applications were received.

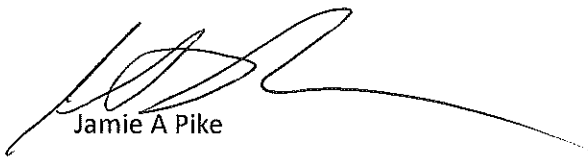
The Board reviewed the applications with Mr. Plunkett and noted the experience of each and the benefits to the Town each could bring.

Five applicants; Jaan Luikmil, Kevin Orlando, Randolph Genest, Timothy Ordway, and Michael Fifield, will meet with Mr. Plunkett for a preliminary interview and interviews with the Board will be scheduled during a regular meeting on August 25, 2009.

Pursuant to RSA 91-A:3 III, a motion was made by Mr. MacCleery and seconded by Mr. DeBold to seal the minutes of the non-public session for a period of five years. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

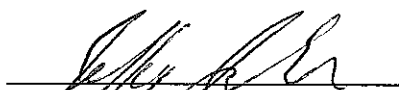
Pursuant to RSA 91-A:3 II, a motion was made by Mr. MacCleery and seconded by Mr. Jordan to exit the non-public session at 8:00pm. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.


Respectfully submitted,

  
Jamie A Pike

Not yet Approved.

  
Stephen MacCleery, Sr., Chairman

  
Jeffrey Jordan

  
Richard DeBold



Chichester Board of Selectmen  
Minutes of Meeting  
Non-Public Session  
August 25, 2009

Members present: Chairman Stephen MacCleery Sr., Jeffrey Jordan, Richard DeBold, Nancy Tanner, Town Administrator

Others present: Jim Plunkett, Randy Genest, Jaan Luikmil, and Kevin Orlando

Pursuant to RSA 91-A:3 II (b), a motion was made by Mr. MacCleery and seconded by Mr. Jordan to enter into non-public session regarding a hiring issue. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

The Selectmen together with Jim Plunkett conducted job interviews on three candidates. The three candidates were allowed into the non-public session at different times. Mr. Plunkett began by explaining that he had all the candidates run through a practical test and the scoring method used.

**Randy Genest:**

The first candidate to be interviewed was Randy Genest.

Mr. Genest reviewed his work history with the Selectmen. He says he likes to plow snow, but has never used a wing. Mr. Genest said he has not done plowing of public roads. When asked by Mr. MacCleery, Mr. Genest reports experience with vehicle maintenance, power tools, hand tools, and a chain saw. Mr. Genest reported having a DWI four years ago and maybe one speeding ticket. He has not taken any safety courses. He had no problems with the physical requirements of the job. He was informed that the Town of Chichester would do a criminal back ground check and a pre-employment drug screen. Mr. Genest reported being given a copy of the job description.

**Jaan Luikmil**

Mr. MacCleery reviewed the job description with Mr. Luikmil. Mr. MacCleery pointed out that vehicle maintenance is a requirement. Mr. Luikmil understands that maintenance will be required and he had no issue with the physical requirements of the job. Mr. Luikmil holds a CDL-A. Mr. MacCleery told Mr. Luikmil that there would be a pre-employment criminal records check as well as a drug screen. Mr. Luikmil reported having a clean driving record. Mr. Debold made mention of the fact that Mr. Luikmil has been employed at Granite Group for twenty years and this position would be a change. Mr. Luikmil explained that there have been many changes at Granite Group including furloughs and he is looking for something more dependable. Mr. Luikmil commented that he is a hard worker and will work hard for the Town of Chichester. He reports having experience with a wing. Mr. Jordan told Mr. Luikmil that it is sometimes difficult to work in the town you live in and that he may be under more scrutiny. Mr. Luikmil has no issue with that.

**Kevin Orlando**

Mr. Orlando was given a copy of the job description to review. Mr. Orlando reported having a CDL-B with hazmat, airbrake, and motorcycle endorsements. Mr. Orlando currently works on-call for First Student as a bus driver and in a security position at the mall. Mr. Jordan inquired if the applicant has experience plowing snow. Mr. Orlando said he has plowed with a 1-ton and has a little wingman experience. The applicants driving record was discussed. Mr. Orlando reported have one accident in the school bus and explained the circumstances surrounding that. Mr. Orlando reported having no problem with the physical requirements and said he just renewed his health card. Mr. MacCleery explained to the applicant that maintenance was part of the job. Mr. Orlando said he has done that type of work before.

General Discussion

Mr. Plunkett reported that Mr. Orlando has popped the truck into neutral going down hill and that he was speeding. He said that Mr. Genest is excellent at running a grader. Mr. Luikmil is good, but not at grader work, but Mr. Plunkett is not looking for grader work. Mr. MacCleery asked about truck loading. Mr. Plunkett replied that Mr. Luikmil forgot to lock the tailgate on an occasion and took the door out with the wing on another occasion. Mr. Plunkett has reviewed watching speed with all his employees.

The applications were given back to Mr. Plunkett.

Pursuant to RSA 91-A:3 III, a motion was made by Mr. MacCleery and seconded by Mr. DeBold to seal the minutes of the non-public session for a period of five years. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

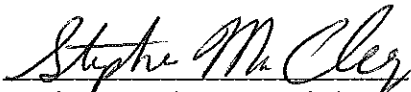
Pursuant to RSA 91-A:3 II, a motion was made by Mr. MacCleery and seconded by Mr. Jordan to exit the non-public session at 8:00pm. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

Respectfully submitted,

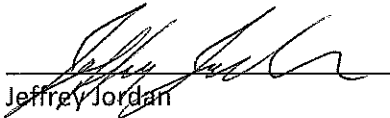


Nancy Tanner

~~Not yet~~ Approved. as written



Stephen MacCleery, Sr., Chairman



Jeffrey Jordan



Richard DeBold

Chichester Board of Selectmen

Minutes of Meeting

Non-Public Session

September 1, 2009

Members present: Chairman Stephen MacCleery Sr., Jeffrey Jordan, Richard DeBold, and Nancy Tanner, Town Administrator

Others present: Road Agent Jim Plunkett, and Tim Ordway

Pursuant to RSA 91-A:3 II (b), a motion was made by Mr. Jordan and seconded by Mr. MacCleery to enter into non-public session regarding the hiring of an employee. A roll call vote was taken: MacCleery – Yea, Jordan –Yea, DeBold – Yea. Motion passes.

The purpose of the non-public session is to interview Mr. Ordway for the open position with the Highway Department. Mr. Ordway was given a copy of the job description.

Mr. Ordway informed the Board that he had not plowed with a wing. All of his snow removal work had been done with a one ton. Mr. Ordway holds a CDL-B. He does have experience with maintenance. He reported receiving a couple of speeding tickets when he was sixteen and he rear-ended someone with his own personal vehicle. He reported having no DWIs and he has no problems lifting.

He would need to give his current employer two weeks notice.

Mr. MacCleery asked Mr. Ordway why he wanted to work for Chichester and Mr. Ordway replied that it was closer and he doesn't want to work for his brother anymore.

Pay for discussed as being in the ballpark of \$15/hour with benefits.

Mr. MacCleery asked Mr. Ordway how he would respond to a resident waving him down during snow plowing and Mr. Ordway replied "how long have I been up?". Mr. MacCleery indicated that was not the answer he was looking for as these are our residents and we should always treat them courteously.

Mr. Ordway left the interview at this time.

Qualifications of each of the applicants were discussed with Mr. Plunkett.

Mr. MacCleery feels an offer should be made to Jaan Luikmil at \$15.00/hour and if he refuses an offer should be made to Tim Ordway. Mr. Jordan and Mr. Debold both agree.

Mr. Plunkett to send letters to all applicants.

Pursuant to RSA 91-A:3 III, a motion was made by Mr. MacCleery and seconded by Mr. Jordan to seal the minutes of the non-public session for a period of five years. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

Pursuant to RSA 91-A:3 II, a motion was made by Mr. MacCleery and seconded by Mr. Jordan to exit the non-public session at 8:23 pm. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

Respectfully submitted,

*Nancy Tanner*

Nancy Tanner

~~Not yet~~ Approved. as written

*Stephen MacCleery*  
Stephen MacCleery, Sr., Chairman

Jeffrey Jordan

*Richard DeBold*  
Richard DeBold

## Chichester Board of Selectmen

Minutes of Meeting

Non-Public Session

September 15, 2009

Members present: Chairman Stephen MacCleery Sr., Jeffrey Jordan, Richard DeBold, and Nancy Tanner, Town Administrator

Pursuant to RSA 91-A:3 II (a-i), a motion was made by Mr. DeBold and seconded by Mr. MacCleery to enter into non-public session for **review of non-public meeting minutes**. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

Minutes of December 29, 2005 were reviewed. A motion was made by Mr. MacCleery and seconded by Mr. Jordan to seal the non-public minutes of December 29, 2005 permanently. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

RSA 91-A:3 II (c)

Minutes of January 17, 2006 were reviewed. The circumstances for sealing the minutes no longer apply and the minutes were declared open.

Minutes of August 14, 2007 were reviewed. The circumstances for sealing the minutes no longer apply and the minutes were declared open.

Minutes of August 21, 2007 were reviewed. The circumstances for sealing the minutes no longer apply and the minutes were declared open.

Minutes of August 28, 2007 were reviewed. A motion was made by Mr. DeBold and seconded by Mr. Jordan to seal the non-public minutes of August 28, 2007 permanently. A roll call vote was taken: MacCleery – abstain, Jordan – Yea, DeBold – Yea. Motion passes.

Minutes of June 26, 2006 were reviewed. A motion was made by Mr. DeBold and seconded by Mr. Jordan to seal the non-public minutes of June 26, 2006 permanently. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

RSA 91-A:3 II (c)

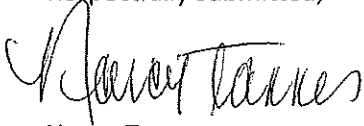
Minutes of June 20, 2006 were reviewed. A motion was made by Mr. MacCleery and seconded by Mr. Jordan to seal the non-public minutes of June 20, 2006 permanently. – A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

RSA 91-A:3 II (c)

Pursuant to RSA 91-A:3 II (a-i) a motion was made by Mr. MacCleery and seconded by Mr. Debold to seal the minutes of the non-public session permanently. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

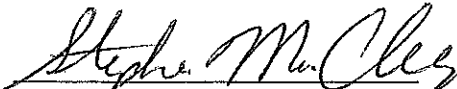
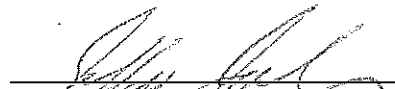

Pursuant to RSA 91-A:3 II, a motion was made by Mr. MacCleery and seconded by Mr. Jordan to exit the non-public session at 8:10pm. A roll call vote was taken: MacCleery – Yea, Jordan – Yea, DeBold – Yea. Motion passes.

Respectfully submitted,



Nancy Tanner

~~Not yet~~ Approved. as written

  
Stephen MacCleery, Sr., Chairman  
Jeffrey Jordan  
Richard DeBold

Chichester Board of Selectmen  
Minutes of Non-Public Session #1  
March 30, 2010

Members present: Jeffrey Jordan, Richard DeBold, and Mike Paveglio  
Others Present: Nancy Tanner (Town Administrator), John Dever, Building Inspector Applicants as listed  
Purpose: To interview candidates for the Building Inspector Position

Pursuant to RSA 91-A:3 II(b), a motion was made by Mr. Jordan and seconded by Mr. DeBold to enter into non-public session to conduct interviews for the position of Building Inspector. A roll call vote was taken: Jordan-yea, DeBold yea, Paveglio-yea. Motion passes.

**Paul Sanborn:**

Mr. Sanborn is not currently certified but can obtain certification. He has attended classes for NFPA standards. Paul is more confident with residential building construction than commercial. Mr. Sanborn was at one time the Building Inspector for the Town. He was asked if he would do anything differently. He said he would make sure the intermediate inspections were done timely. Mr. Sanborn does not have much experience with Health Officer duties.

**Dan Kramer:**

Mr. Kramer is new in Allenstown as their Building Inspector; prior to that he worked as the Code Enforcement Officer/BI/HO for Epping. Dan does have ICC certifications in residential construction. As far as the commercial inspections, he said he knows enough to know when he doesn't know enough. He works about 18 hours per week in Allenstown and would alternate hours between that job and Chichester.

**Jeanne Bailey:**

Ms. Bailey has never been a Building Inspector, but has a long history in building and development. She has worked closely with Building Inspectors on projects. She holds a Mass. Construction Building License.

**Bob McKechnie:**

Mr. McKechnie is very familiar with the workings of Town Government as he used to be a member of the Epsom Board of Selectmen. He has never been a Building Inspector, but would like to make that his semi-retirement career. He currently does home inspections and remodeling work. He is familiar with the ICC code from a construction standpoint.

**Romeo Dubreuil:**

Mr. Dubreuil is currently the P/T Building Inspector in Henniker. He would alternate hours between Henniker and Chichester. He has been in construction since he was sixteen years old. He goes to the BO association meetings and stays current on the ICC updates.

Once the interviews were complete the Selectmen reviewed each candidate again and it was decided to have Nancy check references on Dan Kramer and Romeo Dubreuil. Those two candidates will be discussed again next week.

Pursuant to RSA 91-A:3, a motion was made by Mr. Jordan and seconded by Mr. DeBold to seal the minutes indefinitely. Motion passes.

Pursuant to RSA 91-A: 3, a motion was made by Mr. Jordan and seconded by Mr. Paveglio to exit the non-public session at 8:25pm. A roll call vote was taken: Jordan- yea, DeBold yea, Paveglio-yea. Motion passes.

Respectfully submitted,

  
Nancy Tanner

~~Not~~ ~~at~~ Approved

\_\_\_\_\_  
Jeffrey Jordan, Chairman

  
Richard DeBold

  
D. Michael Paveglio

Released 4/7/15

Chichester Board of Selectmen  
Minutes of Non-Public Session  
April 6, 2010

Members present: Jeffrey Jordan, Richard DeBold, and Mike Pavaglio  
Others Present: Nancy Tanner (Town Administrator)

Pursuant to RSA 91-A:3 II(b), a motion was made by Mr. Jordan and seconded by Mr. DeBold to enter into non-public session to discuss the candidates for the Building Inspector position. A roll call vote was taken: Jordan-yea, DeBold yea, Pavaglio-yea. Motion passes.

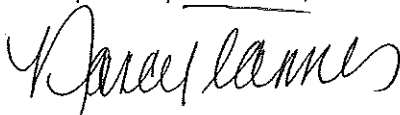
Candidates Dan Kramer and Romeo Dubreuil were discussed. Nancy reviewed with the Board the references for both. Both candidates were given favorable references. Epping Town Administrator reports that Dan would work well with the residents. Henniker Town Administrator reports that Romeo is unbiased and fair. He has worked with Romeo on public relations.

A motion was made by Mr. DeBold seconded by Mr. Pavaglio to offer the position of Part-time Building Inspector to Dan Kramer at a salary of \$300 per week. Motion passes. Jordan voted No. Nancy will call Dan Kramer and extend the offer.

Pursuant to RSA 91-A:3 a motion was made by Mr. DeBold and seconded by Mr. Pavaglio to seal the minutes indefinitely. Motion passes.

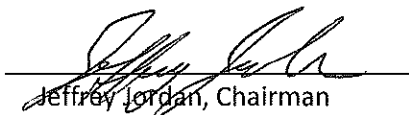
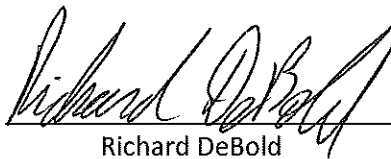
Pursuant to RSA 91-A: 3, a motion was made by Mr. DeBold and seconded by Mr. Pavaglio to exit the non-public session at 8:58pm. A roll call vote was taken: Jordan- yea, DeBold yea, Pavaglio-yea. Motion passes.

Respectfully submitted,



Nancy Tanner

~~Not~~ Approved

  
Jeffrey Jordan, Chairman  
Richard DeBold

\_\_\_\_\_  
D. Michael Pavaglio



Chichester Board of Selectmen  
Minutes of Non-Public Session  
April 13, 2010

Members present: Jeffrey Jordan, Richard DeBold  
Others Present: Nancy Tanner (Town Administrator)

Pursuant to RSA 91-A:3 II(b), a motion was made by Mr. Jordan and seconded by Mr. DeBold to enter into non-public session to discuss the candidates for the Building Inspector position. A roll call vote was taken: Jordan-yea, DeBold yea. Motion passes.

Nancy reported that she offered the position of Building Inspector to Dan Kramer as was discussed last week. The offer was \$300/week based on a 15 hour work week and no benefits. Mr. Kramer said he could not accept the position for less than \$25/hour. The Selectmen did not feel they could increase the salary. The Selectmen reviewed two additional applications. Nancy will schedule Everett Hodge and John Freeman for interviews next Tuesday.

Nancy will call Dan Kramer and let him know that we can not increase the salary. Nancy will wait to schedule the interviews until Dan Kramer tells her he will definitely not be taking the position.

The Selectmen are in favor of having John Dever do inspections when he can and will pay John his rate of pay by the hour.

Pursuant to RSA 91-A:3, a motion was made by Mr. DeBold seconded by Mr. Jordan to seal the minutes indefinitely. Motion Passes

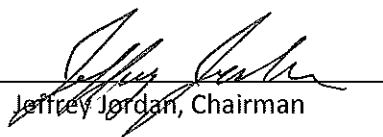
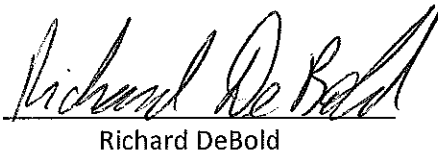
Pursuant to RSA 91-A: 3, a motion was made by Mr. DeBold and seconded by Mr. Jordan to exit the non-public session at 8:31pm. A roll call vote was taken: Jordan- yea, DeBold yea. Motion passes.

Respectfully submitted,



Nancy Tanner

Not Yet Approved

  
Jeffrey Jordan, Chairman  
Richard DeBold

\_\_\_\_\_  
D. Michael Paveglio

Chichester Board of Selectmen  
Minutes of Non-Public Session  
April 20, 2010

Members present: Jeffrey Jordan, Richard DeBold, Michael Paveglio  
Others Present: Nancy Tanner (Town Administrator), Everett Hodge, John Freeman

Pursuant to RSA 91-A:3 II(b), a motion was made by Mr. Jordan and seconded by Mr. Paveglio to enter into non-public session to interview candidates for the Building Inspector position. A roll call vote was taken: Jordan-yea, DeBold yea, Paveglio yea. Motion passes.

Two candidates were interviewed for the position of Building Inspector.

**Everett Hodge:**

Mr. Hodge's resume and job application were reviewed. He is current with the 2009 update. He currently works full-time in Pembroke and his only availability would be evenings. He does have Health Officer experience. He likes to take the middle of the road approach with conflict resolution – not heavy handed. He is also familiar with Permits Local.

**John Freeman:**

Mr. Freeman was briefed on the position and salary. Mr. Freeman has some limitations on how much money he can earn during the year. He does not have much back ground or interest in the Health Officer duties. He does have flexible hours.

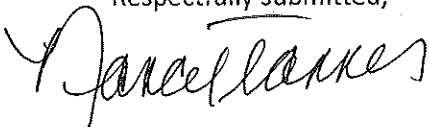
The Selectmen discussed all the candidates still being considered.

Mr. Paveglio made a motion seconded by Mr. Jordan to hire John Freeman as the Building Inspector/Health Officer effective immediately as a salary of \$250.00 per week. Motion Carries.

Pursuant to RSA 91-A:3, a motion was made by Mr. DeBold and seconded by Mr. Jordan to seal the minutes indefinitely. Motion Passes.

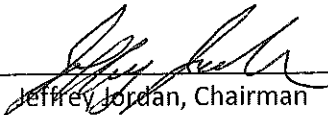
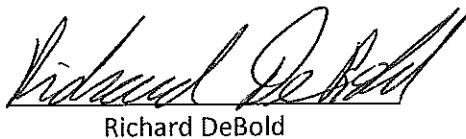
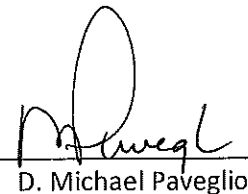
Pursuant to RSA 91-A: 3, a motion was made by Mr. Paveglio and seconded by Mr. Jordan to exit the non-public session at 8:45pm. A roll call vote was taken: Jordan- yea, DeBold yea, Paveglio -yea. Motion passes.

Respectfully submitted,



Nancy Tanner

~~Not~~ Approved

  
Jeffrey Jordan, Chairman  
Richard DeBold  
D. Michael Paveglio

Released 4/7/15

Chichester Board of Selectmen  
Minutes of Non-Public Session  
March 1, 2011

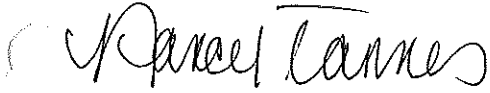
Members present: Jeffrey Jordan, Richard DeBold, Mike Pavaglio  
Others Present: Nancy Tanner (Town Administrator), Alan Quimby

Pursuant to RSA 91-A:3 II(b) Selectmen Jordan made a motion seconded by Mr. DeBold to go into nonpublic session for the purpose of conducting a hiring interview. Roll call vote was unanimous.  
Alan Quimby's application material was reviewed by the Selectmen. All spoke highly of the job Alan has been doing since stepping into the position of Acting and Interim Fire Chief.  
Mr. DeBold made a motion seconded by Mr. Pavaglio to appoint Alan Quimby to the position of Fire Chief for a term of three years to begin on April 1, 2011. Motion passes.

Pusuant to RSA 91-A:3 Mr. DeBold made a motion seconded by Mr. Pavaglio to seal the minutes indefinitely. Motion passes.

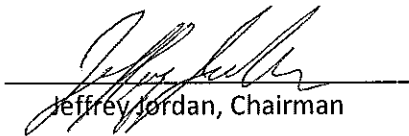
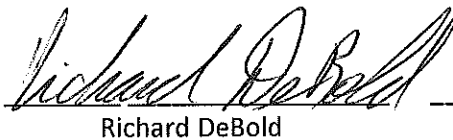
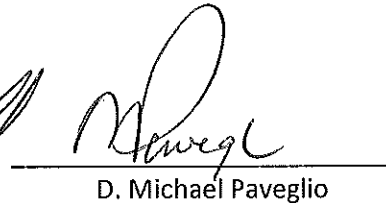
Pursuant to RSA 91-A:3 Mr. DeBold made a motion seconded by Mr. Pavaglio to end the non-public session at 9:30pm. Roll call vote was unanimous.

Respectfully submitted,



Nancy Tanner

~~Not~~ Approved

  
Jeffrey Jordan, Chairman  
Richard DeBold  
D. Michael Pavaglio

Released 4/7/15

Chichester Board of Selectmen  
Minutes of Meeting  
June 11, 2013

Members present: Jeff Jordan, Richard DeBold, Mike Paveglio

Others present for all or part of the meeting: Nancy Tanner (Town Administrator), Jim Plunkett

Mr. Jordan made a motion seconded by Mr. Paveglio pursuant to RSA 91-A:3 II(a) to go into a nonpublic session for the purpose of reviewing application for Driver/Equipment Operator/Laborer. Motion passed. Jim Plunkett was also present for the nonpublic session.

The applications were reviewed. 5 were chosen to interview with the Road Agent and then he was to pick his top candidates for a second interview with the Board of Selectmen. The following will interview with the Road Agent: Lance Houle, Mark Ladd, Tim Ordway, Thomas Boyd, Eric Elliott. Nancy will assist Jim in setting up the interviews.

A motion was made by Mr. DeBold and seconded by Mr. Paveglio to seal the minutes indefinitely. Motion passed.

Pursuant to RSA 91-A:3 a motion was made by Mr. DeBold and seconded by Mr. Paveglio to exit the nonpublic session at 6:48. Motion passed.



Respectfully submitted,



Nancy Tanner

Approved when signed

\_\_\_\_\_  
Jeffrey Jordan, Chairman

  
\_\_\_\_\_  
Mike Paveglio  
\_\_\_\_\_  
Richard DeBold

released 4/7/15

Chichester Board of Selectmen  
Minutes of Non-Public Session  
June 24, 2013

Members present: Jeffrey Jordan, Richard DeBold, Mike Paveglio

Others present for all or part of the meeting: Nancy Tanner (Town Administrator), Jim Plunkett, Tim Ordway, Lance Houle, Eric Elliott

Mr. DeBold made a motion seconded by Mr. Paveglio pursuant to RSA 91-A:3 II(a) to go into a nonpublic session for the purpose of conducting job interviews. Roll call vote was unanimous.

Tim Ordway:

Tim gave an overview of his qualifications for the open Highway Department position. Tim has worked as a seasonal (snow plower) for the Town for a couple of years. He has experience with grading, plant maintenance, welding, general maintenance on vehicles.

Lance Houle:

Lance gave an overview of his qualifications for the open Highway Department position. Lance has experience with plowing, sanders, graders and general maintenance on vehicles. Lance has worked for Towns in the past. He has also taken T-squared classes at UNH.

Eric Elliott:

Eric gave an overview of his qualifications for the open Highway Department position. Eric is working for a contractor that is hired by the Town of Stratford. Eric has a strong mechanical back ground.

All agree that Eric would be great to have on board as a mechanic; however the needs of the department are more in line with what the other two candidates offer.

All were in agreement that Lance Houle is the number one choice. There was a discussion about bringing the department up to full staff and hiring two employees. Nancy will run the numbers and see if we can make 2 hires work with the budget.

It was decided to offer Lance Houle the job at \$18/hour conditional on a satisfactory back ground and driving record check as well as a satisfactory drug test.

Mr. Paveglio made a motion and was seconded by Mr. DeBold to seal the minutes indefinitely.

Pursuant to RSA 91-A:3 a motion was made by Mr. Paveglio and seconded by Mr. Jordan to exit the nonpublic session at 7:26. Roll call vote was unanimous.

The meeting was immediately adjourned.

Respectfully submitted,

  
Nancy Tanner

Approved when signed

  
Jeffrey Jordan, Chairman

  
Mike Paveglio

Richard DeBold

released 4/7/15

## Chichester Board of Selectmen

Minutes of Non-Public Session

Tuesday, July 2, 2013

### Non-Public Session, RSA 91-A,II(b) Hiring of Personnel

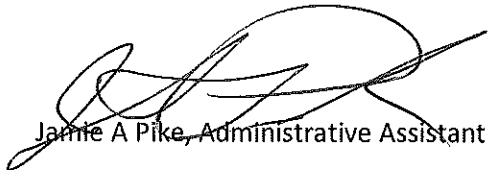
A motion was made by Mr. Paveglio and seconded by Mr. DeBold to enter a non-public session pursuant to RSA 91-A,II(b) to discuss the hiring of personnel. Roll call vote: Jordan, Aye; DeBold, Aye; Paveglio, Aye.

The Board reviewed the driving records received from the two applicants for the Highway Department. It was determined that any existing incidents occurred over 5 years ago, nor of such a serious nature to hinder their current employment. A motion was made by Mr. DeBold and seconded by Mr. Paveglio to accept the driving records and the drug testing results and confirm the employment of Mr. Houle and Mr. Ordway. **Motion Passes.**

A motion was made by Mr. DeBold and seconded by Mr. Paveglio to seal the minutes of this session indefinitely. **Motion Passes.**

A motion was made by Mr. DeBold and seconded by Mr. Paveglio to conclude the non-public session. Roll call vote: Jordan, Aye; DeBold, Aye; Paveglio, Aye.

Respectfully submitted,




Jamie A Pike, Administrative Assistant

Not Approved until signed.



Jeffrey Jordan



Richard DeBold

D. Michael Paveglio

Chichester Board of Selectmen

Minutes of Meeting  
Non-Public Session  
Tuesday, July 9, 2013

A motion was made by Mr. Jordan and seconded by Mr. DeBold to enter into a non-public session pursuant to RSA 91-A, II(b) to review applications for the position of Town Administrator. Roll Call Vote: Jordan, aye; DeBold, aye.

Marlene Hammond and Pat Clarke, members of the hiring committee were also present.

Through discussion, there were 8 candidates out of 18 chosen for interviews.

Michael Williams  
Mark Shea  
Fred Ventresco  
Regan Pride  
Holly Burbank  
Donna White  
Jodi Pinard  
Douglas Finch

Interviews will be scheduled for July 23<sup>rd</sup> and 24<sup>th</sup> starting at 5pm.

Being no further discussion, a motion was made by Mr. DeBold and seconded by Mr. Jordan to seal the minutes indefinitely. **Motion passes.**

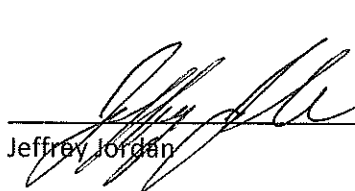
A motion was made by Mr. DeBold and seconded by Mr. Jordan to exit the non-public session. Roll Call Vote: Jordan, aye; DeBold, aye.

Respectfully submitted,



Jamie A Pike, Administrative Assistant

Not Approved until signed.



Jeffrey Jordan



Richard DeBold

D. Michael Pavegio

released  
4/7/14

Chichester Board of Selectmen  
Minutes of Non-Public Meeting  
Tuesday, July 23, 2013

Members Present: Chairman Jeffrey Jordan, Richard DeBold, Mike Pavaglio, and Administrative Assistant Jamie A Pike.

Others Present: Chief Patrick Clarke and Marlene Hammond.

Chairman Jordan called the meeting to order at 4:52 pm.

A motion was made by Mr. Pavaglio and seconded by Mr. Jordan to enter a non-public session pursuant to RSA 91A:3, II(b) to interview candidates for the Town Administrator Position. Jordan, Aye; DeBold, Aye; Pavaglio, Aye. **Motion passes.**

Chief Clarke and Marlene Hammond were present.


The following candidates were interviewed with discussion following:

Jodi Pinard  
Holly Burbank

Being no further discussion, a motion was made by Mr. DeBold and seconded by Mr. Pavaglio to seal the minutes of this session indefinitely. **Motion passes.**

A motion was made by Mr. DeBold and seconded by Mr. Pavaglio to exit the non-public session. Jordan, Aye; DeBold, Aye; Pavaglio, Aye. **Motion passes.**

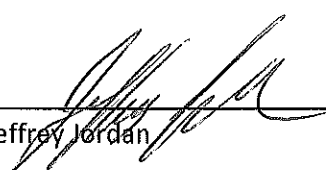
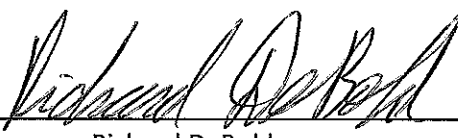
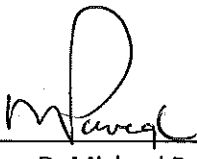
Respectfully submitted,



Not Approved until signed.

Jamie A Pike, Administrative Assistant

---

 Jeffrey Jordan       Richard DeBold       D. Michael Pavaglio



released  
4/7/15

Chichester Board of Selectmen  
Minutes of Non-Public Meeting  
Wednesday, July 24, 2013

Members Present: Chairman Jeffrey Jordan, Richard DeBold, Mike Pavaglio, and Administrative Assistant Jamie A Pike.

Others Present: Chief Patrick Clarke and Marlene Hammond.

Chairman Jordan called the meeting to order at 4:55 pm.

A motion was made by Mr. Jordan and seconded by Mr. Pavaglio to enter a non-public session pursuant to RSA 91A:3, II(b) to interview candidates for the Town Administrator Position. Jordan, Aye; DeBold, Aye; Pavaglio, Aye. **Motion passes.**

Chief Clarke and Marlene Hammond were present.

The following candidates were interviewed with discussion following:

- Donna White
- Regan Pride
- Fred Ventresco

Being no further discussion, a motion was made by Mr. Pavaglio and seconded by Mr. Jordan to seal the minutes of this session indefinitely. **Motion passes.**

A motion was made by Mr. DeBold and seconded by Mr. Pavaglio to exit the non-public session. Jordan, Aye; DeBold, Aye; Pavaglio, Aye. **Motion passes.**

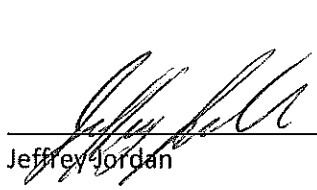
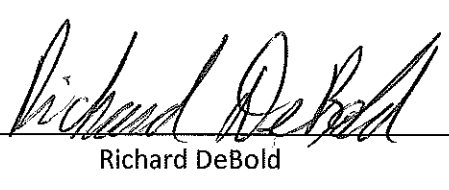
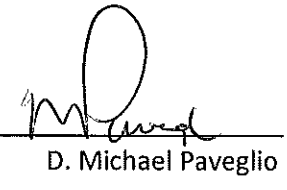
Being no further discussion a motion was made by Mr. Pavaglio and seconded by Mr. DeBold to adjourn the meeting at 7:11pm.

Respectfully submitted,



Jamie A Pike, Administrative Assistant

Not Approved until signed.

  
Jeffrey Jordan  
Richard DeBold  
D. Michael Pavaglio

released  
4/7/15

Chichester Board of Selectmen  
Minutes of Non-Public Meeting  
Tuesday, July 30, 2013

Members Present: Chairman Jeffrey Jordan, Richard DeBold, D Michael Paveglio, and Admin Asst Jamie A Pike.

Others Present: Marlene Hammond.

Chairman Jordan called the meeting to order at 5:15 pm.

A motion was made by Mr. Jordan and seconded by Mr. Paveglio to enter a non-public session pursuant to RSA 91A:3, II(b) to interview candidates for the Town Administrator Position. Jordan, Aye; DeBold, Aye; Paveglio, Aye. **Motion passes.**

Marlene Hammond was present.

The following candidates were interviewed with discussion following:

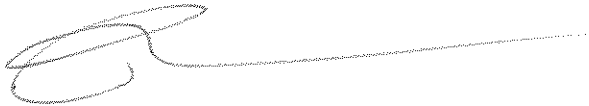
Mark Shea  
Doug Finch

Following a discussion, a motion was made by Mr. Paveglio and seconded by Mr. DeBold to offer the position to Jodi Pinard for \$55,000 per year. **Motion carries.** A meeting shall be scheduled for Thursday evening to present an offer to Jodi in person.

Being no further discussion, a motion was made by Mr. Paveglio and seconded by Mr. DeBold to seal the minutes of this session indefinitely. **Motion passes.**

A motion was made by Mr. Paveglio and seconded by Mr. Jordan to exit the non-public session. Jordan, Aye; DeBold, Aye; Paveglio, Aye. **Motion passes.**

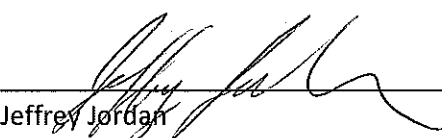
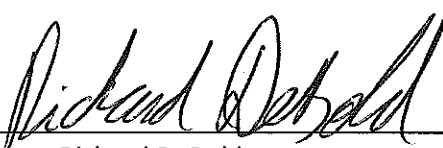
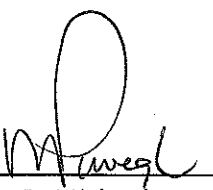
Respectfully submitted,



Not Approved until signed.

Jamie A Pike, Administrative Assistant

---

 Jeffrey Jordan       Richard DeBold       D. Michael Paveglio

Release  
4/7/15

Chichester Board of Selectmen  
Minutes of Non-Public Meeting  
Thursday, August 1, 2013

Members Present: Richard DeBold, D Michael Pavaglio, and Admin Asst Jamie A Pike.

Mr. DeBold called the meeting to order at 5:00 pm.

A motion was made by Mr. Pavaglio and seconded by Mr. DeBold to enter a non-public session pursuant to RSA 91A:3, II(b) to discuss an offer of employment for the Town Administrator Position. DeBold, Aye; Pavaglio, Aye. **Motion passes.**

Mr. DeBold and Mr. Pavaglio discussed with Jodi Pinard the details of her offer of employment. (Copy attached.) Ms. Pinard accepted the offer as presented.

Being no further discussion, a motion was made by Mr. Pavaglio and seconded by Mr. DeBold to seal the minutes of this session indefinitely. **Motion passes.**

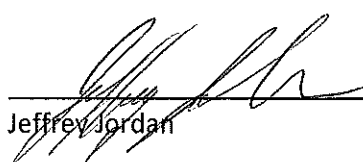
A motion was made by Mr. Pavaglio and seconded by Mr. DeBold to exit the non-public session. Jordan, Aye; DeBold, Aye; Pavaglio, Aye. **Motion passes.**

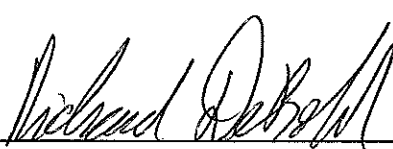
Being no further discussion the meeting was adjourned at 5:30pm.

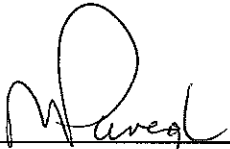
Respectfully submitted,

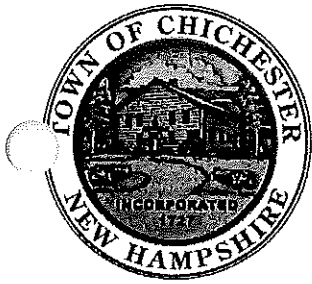
Not Approved until signed.

  
Jamie A Pike, Administrative Assistant

  
Jeffrey Jordan

  
Richard DeBold

  
D. Michael Pavaglio



# Town of Chichester

## Office of the Selectmen

54 Main Street  
Chichester, New Hampshire 03258  
(603) 798-5350 Fax (603) 798-3170  
www.chichesternh.org

### Selectmen

Jeffrey Jordan, Chairman  
Richard DeBold  
D. Michael Paveglio

### Administration

Jamie Pike, Administrative Asst.

August 1, 2013

Jodi Pinard  
11 Morningside Drive  
Hooksett, NH 03106

Dear Jodi,

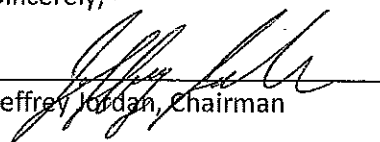
We are pleased to offer you a position with the Town of Chichester as the Town Administrator. You will report directly to the Board of Selectmen. The following are additional terms of our offer:

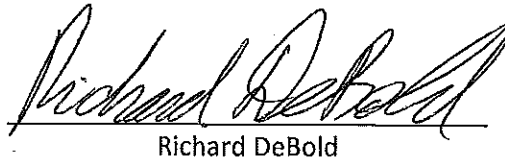
- You will be classified as a salaried exempt employee, with an expectation of 40 hours per week at a rate of \$55,000 per year.
- You will be paid bi-weekly on Thursdays.
- You are eligible for all the benefits as outlined in the Chichester Employee Personnel Manual.
- Your work schedule may be flexible, but shall include all times the office is open to the public and available for weekly Tuesday evening Board of Selectmen Meetings beginning at 7pm til close of meeting. Your schedule may vary, however, depending upon the needs of the Town of Chichester.
- Your employment will be subject to review following a 6 month probationary period.

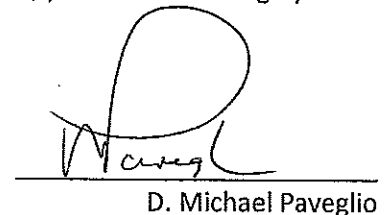
You will be considered an employee at-will. You can therefore resign from your employment at any time, for any reason. Likewise, the Town of Chichester can terminate the employment relationship at any time, for any reason. This letter is not intended to change that at-will relationship or created a contract of employment.

We hope you accept this offer of employment and look forward to having you join us. Fee frell to contact me with any questions you may have regarding this offer. Should you accept this offer of employment, please acknowledge your acceptance by signing and returning the enclosed copy of this letter.

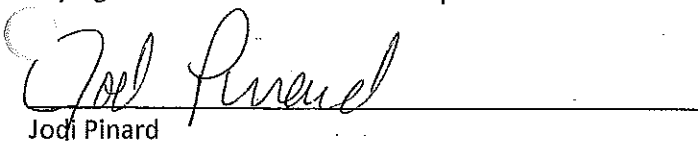
Sincerely,

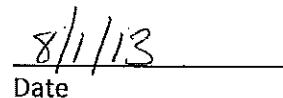
  
Jeffrey Jordan, Chairman

  
Richard DeBold

  
D. Michael Paveglio

My signature below indicates acceptance of the offer of employment as outlined in this letter.

  
Jodi Pinard

  
Date

release  
4/7/15

# Chichester Board of Selectmen

## Non-Public Minutes of Meeting

Tuesday, August 5, 2014

A motion was made by Mr. Paveglio and seconded by Mr. DeBold to enter into Non-public session under RSA 91-A:3 I(b) *The hiring of any person as a public employee.* DeBold, Aye, Paveglio Aye, Jordan Aye.


### **Motion Passes**

Mrs. Pinard and Mrs. Pike reviewed the applicants and held interviews. We had chosen 6 applicants and 3 had withdrawn and we held three interviews. We have narrowed it down to one applicant that we would like recommend for hiring.

A motion was made Mr. DeBold and seconded by Mr. Paveglio to hire Kristy McIntosh at a rate of \$14 per hour as the Assistant Town Clerk/Tax Collector with a six month probationary period. **Motion Passes 2-1**

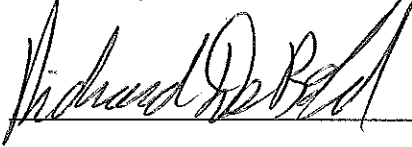
A motion was made to exit at 7:52 pm non-public session under RSA 91-A:3 I(b) by Mr. DeBold and seconded by Mr. Paveglio. DeBold Aye, Paveglio Aye, Jordan Aye. **Motion Passes**

Respectfully submitted,

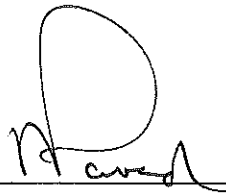


Jodi Pinard, Town Administrator

Not approved until signed



Richard DeBold, Chair



D. Michael Paveglio

Jeffrey Jordan