

**Town of Chester
Board of Selectmen Meeting
Thursday, April 24th, 2014
Post Office & Municipal Complex
Approved Minutes**

I Preliminaries

- 7:00 PM Call the Meeting to Order
- Roll Call
- Pledge of Allegiance
- Chairman’s Additions or Deletions
- Public Comment (10 minutes)
- Approval of Minutes
- Site Meeting with Contractor re Renovation, Repair & Painting of Post Office
- Roundtable
- Public Comment (10 minutes)
- Non-Public Sessions
- Adjournment

1.1 Call to Order

Chairman Landau called this meeting of the Town of Chester Board of Selectmen to order at 7:03pm.

1.2 Roll Call

Selectmen present:

- Jack Cannon
- Joe Castricone
- Stephen Landau
- Richard LeBlanc

Selectmen absent:

- Joseph Hagen

Members of the Public present, at various times:

- Tony Amato, Maintenance Supervisor
- Gene Kelly, American Eagle Construction
- Mr. Kelly (first name unknown), American Eagle Construction
- Matt Rittenhouse, Tri-Town Times
- Leroy Scott
- And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Landau led the attendees in the Pledge of Allegiance.

1.4 Additions and Deletions

There will be one non-public session to discuss the annual honors to be given at Town Meeting.

1.5 Public Comment

54 As no Members of the Public wished to be heard, Public Comment was closed at 7:04pm.

56 **II. Old Business**

58 *2.1 Approval of Minutes*

60 This subject was not addressed tonight.

62 **III. New Business**

64 *3.1 Site Meeting with Contractor re Renovation, Repair & Painting of Post Office*

66 The Selectmen and Maintenance Supervisor Amato met with Gene Kelly of American Eagle Construction at the Post Office at 6:25pm today. Mr. Kelly’s company was Bidder #1 from last week’s meeting.

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Some of the items discussed:

- 70 • The paint on the current siding contains lead and requires special handling. Mr. Kelly is aware of this necessity. He has yet to choose a disposal contractor, but normally utilizes Dumpster Depot.
- 72 • Door trim replacement was not mentioned in the RFP, so was not part of the quote; it will be included.
- 74 • Porch decking replacement was not mentioned in the RFP, and will be priced separately.
- 76 • There are some branches too close to the building that should be trimmed back.
- 76 • The “outhouse” door needs rebuilding.
- 78 • The sideways window on the 3rd floor rear cannot be sided over or replaced with a vent, as it provides light to an upstairs room. Other windows currently sided over will have their trim removed and be sided over as part of the wall.
- 80 • Replacement siding will be in 12’ – 16’ lengths in order to minimize the number of joints.
- 82 • Mr. Gesel’s offer to provide the paint at near-cost was discussed. Mr. Kelly normally purchases his paint from Nashua Wallpaper. A representative from the Board will find out from Mr. Gesel if the paint can be gotten in 5-gallon containers and what the cost would be; Mr. Kelly will let the Board know how much would be deducted from his bid should he not provide the paint.
- 84 • The storm glass will not be needed with the new windows; Maintenance Supervisor Amato will remove them for further disposition.
- 86 • Gutters will be removed and replaced.
- 88 • Flashing will be installed on the “pigeon nests”.
- 90 • A permit is required, but will be at no cost.
- 90 • Pump staging and a safety net will be used.

92 There is a 2-3 week lead time to order windows. Mr. Kelly would like to begin work the third or fourth week of May. His goal is to complete one side of the building at a time, with one week being dedicated to replacing siding, replacing windows, and priming, and two days dedicated to painting; as a result, he estimates ~6 weeks to complete the project once he begins, or approximately the second week of July.

94 His payment terms are 50% at the halfway point, and the remaining 50% 30 days after the project is complete. There is no upfront payment; a signed contract is sufficient.

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Mr. Kelly’s bid did not include his EMR rate; this will be provided, as well as a copy of his OSHA card. He will also provide his hourly rate, in case necessary work is discovered that is out of scope. He and Maintenance Supervisor Amato exchanged contact information. They expect to speak early next week.

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The meeting at the Post Office concluded at 6:52pm.

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IV. Selectmen’s Business

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108 4.1 Roundtable

110 *Selectman Cannon:*

- Nothing to report.

112 *Selectman LeBlanc:*

- He has a list of surplus equipment (printers, copier, monitors, etc.), with serial numbers. There was some discussion as to whether the equipment should be sold, which could be a revenue opportunity to the Town, or disposed of, which will cost the Town money. Selectman LeBlanc will call the White Farm to see if it can be sent there at no cost.
- Maintenance Supervisor Amato installed recycling barrels at various locations, including the Fire Department, Highway Department, and Multi-Purpose Room. The recycled materials will be taken to the Transfer Station.
- There was some discussion about changing the roadway on the Wason Pond property. According to Chairman Landau, the Wason Pond Commission prefers that it remain a one-way road.
- The playground has been leveled and newly bark-mulched. As there was excess mulch, a 4’ wide strip was spread around the outside of the fence.
- He would like the Building Inspector to perform an inspection of the Spring Hill Farmhouse before Town Meeting, because of the upcoming Warrant Articles to do with that property. Chairman Landau and Selectman Cannon stated that requesting any such inspection was the purview of the Spring Hill Farm Trustees.

130 *Selectman Castricone:*

- PACT is all set at the School. There is a new audio mixer in the studio, and he is working on a new camera.
- The Budget Committee voted on its Warrant Articles at their last meeting. According to Selectman Castricone, the cameras were on for the meeting other than when working on their submission for the Town Report.

136 *Chairman Landau:*

- The Southeast Watershed Alliance, of which Chester is a member and resident Michael Trainque is Chairman, had its quarterly meeting in the Town’s Meeting Room. They sent a thank you letter for the Town’s hospitality.
- The RFP for the Transfer Station Roof has gone out. The Town has already seen interest.
- The RFP for the Edwards Mill Dam is not yet complete. The first half of the project will be the upper half, and the State has agreed to this.
- Town Meeting is Saturday, May 17th. It is important that the citizens attend in order that they are the ones who make the decisions as to what monies are spent.

146 4.2 Public Comment

148 Leroy Scott stood and was recognized. He would like something done about the fence at Wason Pond.

150 As no other Members of the Public wished to speak, Public Comment was closed at 7:23pm.

152 4.3 Non-Public Session

154 Chairman Landau moved to go into non-public session under RSA 91A:3 II (c) Reputation; Selectman
156 Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so
moved.

158 The meeting room was closed at 7:24pm.

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The meeting room was re-opened at 7:42pm.

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Chairman Landau moved that the Board come out of non-public session; Selectman Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

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Chairman Landau moved that the Board seal the first non-public session, on Reputation, until July 1st, 2014; Selectman LeBlanc seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

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170 **V. Adjournment**

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The next meeting of the Board of Selectmen is Thursday, May 1st, 2014 at 7pm in the Meeting Room.

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Chairman Landau moved to adjourn the meeting; Selectman Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

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The meeting was adjourned at 7:44pm.

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182 Respectfully Submitted,

184 Debra H. Doda