

**Town of Chester
Board of Selectmen Meeting
Thursday, August 14th, 2014
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
- Oil & Propane Quotes
- Zoning Board of Adjustment Appointments – Charlotte Lister and Bob Packard
- Fire Department
- 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 7:01pm.

1.2 Roll Call

Selectmen present:

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

Members of the Public present, at various times:

- Richard Antoine, Fire Chief
- Tom Ciccarello Jr., Fire Association President
- Charlotte Lister, Zoning Board of Adjustment
- Scott Newnan, Fire Department
- Bob Packard, Zoning Board of Adjustment
- Matt Rittenhouse, Tri-Town Times
- Leroy Scott
- Michael Willinsky, Deputy Fire Chief
- 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 Moment of Silence

The Pledge was followed by a moment of silence for recently passed Chester residents Arlene Delorey

54 and Kayla Bertolami.

56 *1.5 Additions and Deletions*

58 There will be one non-public session, on Pending Litigation; the Fire Chief may be attending tonight’s
60 meeting to discuss the new building addition.

62 *1.6 Public Comment*

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

66 **II. Old Business**

68 *2.1 Approval of Minutes*

70 *July 24th, 2014:* Selectman Castricone moved to accept these minutes as drafted; Selectman LeBlanc
72 seconded the motion. The vote was unanimous in the affirmative; so moved.

74 *2.2 Oil & Propane Quotes*

76 Five vendors were contacted to bid on the Town’s oil and propane needs; three responded. Bidders #1
78 and #2 submitted similar bids.

80 Selectman Cannon asked if the Vendor intended to continue offering the oil/propane pricing program to
82 Town volunteers and elected officials; this is unknown. Chairman Landau noted that the vendor had
84 offered to extend its pricing to other non-profits in Town. Selectman LeBlanc will address the vendor
86 with Selectman Cannon’s question and get their response in writing.

88 Selectman Cannon moved to accept Bid #1, contingent on the vendor continuing to offer the same
90 pricing program as last year; Selectman Castricone seconded the motion. The vote was unanimous in
92 the affirmative; so moved.

94 **III. New Business**

96 *3.1 Zoning Board of Adjustment Appointments – Charlotte Lister and Bob Packard*

98 Ms. Lister and Mr. Packard appeared before the Board to be re-appointed to the ZBA. Their current
100 appointments have already expired, but remain in effect as long as no-one else is appointed in their
102 place.

104 Vice-Chairman Hagan moved to reappointment Charlotte Lister and Bob Packard to the Zoning Board of
106 Adjustment, each for a three year term to expire May 31st, 2017. Selectman LeBlanc seconded the
108 motion.

110 Selectman Cannon stated that he is very impressed with the ZBA’s handling of cases; they are a good
112 group of people doing good work for the Town of Chester.

114 Chairman Landau noted that he is an abutter in one case before the ZBA, and finds that they uphold the
116 Town’s regulations in a fair manner. Selectman Cannon agreed, stating that they go out of their way to
118 be fair.

120 Ms. Lister noted that the ZBA always needs new members; residents are welcome to attend meetings.
122 Vice-Chairman Hagan added that interested persons could always first volunteer as an Alternate and

108 then become a full member at a later date. Mr. Packard stated that it was a pleasure to be back and fully participating.

110 The question was called. The vote was unanimous in the affirmative; so moved.

112 Town Clerk Gagnon is out until Monday, August 18th, 2014; Ms. Lister and Mr. Packard should contact her to be sworn in.

114 Ms. Lister and Mr. Packard departed the meeting at 7:12pm.

116 *2.2 Fire Department*

118 Fire Chief Antoine, Fire Association President Ciccarello, Scott Newnan, and Deputy Chief Willinsky
120 appeared before the Board to discuss a number of ongoing projects.

122 Forestry Tanker

124 Earlier this year, the Association had been in the process of procuring a ‘new’ Forestry Tanker from an organization in West Virginia to replace the current one, which dates from 1971. Unfortunately, that organization closed down, and the tanker was no longer available. However, the Association was able to
126 procure another one from a Chester resident who collects military equipment, almost identical to the original tanker, and at a lesser cost. The bed was left with the previous owner, and five new tires were
128 included. This tanker is originally from Georgia and was refurbished in 2011.

130 Much of the current tanker’s equipment can be transferred over to the ‘new’ tanker, and the current chassis sold; some modifications to the new tanker will need to be performed by an outside vendor. Fire
132 Association members will perform as much work as possible as soon as brush season is over – perhaps October or November, whenever it snows. The Association has the right to dispose of the old tanker;
134 the resident who provided the new tanker might be interested in buying the old one.

136 The annual maintenance cost of the current tanker is ~\$700; it is difficult to say what the cost will be for the new tanker, but the Fire Department leadership is more concerned with ‘time out of service’
138 rather than the amount spent.

140 The Association bought the new tanker, and signed it over to the Town of Chester. They planned to transfer the old tanker’s plates to the new tanker, avoiding having two registrations, but the Board would
142 prefer that both tankers be registered. Chairman Landau is willing to go to Concord to perform the registration legwork, allowing Fire Chief Antoine to remain in Chester during the workday. He asked that
144 the Fire Department confirm with Financial Director Smith that both vehicles are insured.

146 Selectman LeBlanc moved that the Town accept the 1989 5-ton Forestry Vehicle, VIN 1001AA398, and five tires, as a gift from the Fire Association; Selectman Castricone seconded the motion. The vote was
148 unanimous in the affirmative; so moved.

150 Vice-Chairman Hagan thanked the Association and Fire Department for their work on procuring the tanker.

152 New Addition

154 Fire Chief Antoine stated that the new addition has been approved by the Planning Board, insurance documents are with Finance Director Smith, the Builder’s Engineer has complied with the Town
156 Engineers’ requirements, and the only remaining item is a letter from Dubois & King; Dam Engineer Tom Boll is out until Monday, August 18th, 2014, but is expected to provide it soon after he returns. Fire Chief
158 Antoine will get this letter to the Board as soon as possible. The Builder will procure a permit as soon as the Board approves. There will be no charge for this permit.

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Selectman LeBlanc was under the impression that there were unresolved issues between Mr. Boll and the Builder’s Engineer, specifically whether a different type of pad was needed due to the addition not being insulated or heated. Fire Chief Antoine stated that the addition would in fact be fully insulated, but due to the openings between it and the existing building, heating would not be necessary. He does not believe that there are any unresolved issues, but in any case, he will speak with Mr. Boll on Monday.

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Selectman Landau moved to accept the gift and placement of an addition to the Fire House, contingent upon receipt of the appropriate letter from the Town’s Engineers; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

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Edwards Mill Dam

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Fire Chief Antoine has noticed ‘drips’ at the bottom of the dam have become ‘leaks’; perhaps a stone has been dislodged, but there is a hole on the right side the size of his arm and the pond is not staying filled. The Board asked Fire Chief Antoine to be the contact with Shawn Patenaude of Dubois & King. He and Mr. Patenaude will look at it together.

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Chairman Landau stated that Jeff Adler planned to approach DES about this dam; they may need to waive some items in order to get the entire project done. The Dam is not in danger of failure.

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Fireworks

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Fire Chief Antoine asked the Board to consider waiving the Town’s bid process for the fireworks for Town Fair. The Town has used the same fireworks vendor, Town residents, for many years.

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Selectman Castricone moved to waive the bid process for Town Fair fireworks; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.

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Personnel

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One member of the Fire Department, a lieutenant, works for Londonderry Fire Department. He has moved there, and as such has resigned. Another member of the Fire Department, Michael Scott, has moved away, and as such has resigned. He plans to move back to Chester after Medical School.

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Vice-Chairman Hagan asked about current staffing levels. Fire Chief Antoine stated that he had four applicants under consideration who would be brought in when all were available. He is also testing applicants for promotion to Lieutenant.

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Vehicles

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A letter was received from a Sandown resident who had been stung by a bee; her condition worsened while her husband was driving her to Parkland. Fire Chief Antoine was able to respond quickly, and injected her with an EpiPen he had in the Command Vehicle.

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Selectman LeBlanc asked if it was wise to spend money on the Command Vehicle recently, as it was due to be replaced. Fire Chief Antoine stated that the replacement vehicle is in the CIP, and will not be replaced any time soon.

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Fire Chief Antoine asked for a non-public session, which will be held at the end of the regular meeting; he departed the meeting table at 7:57pm.

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IV. Selectmen’s Business

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4.1 Roundtable

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Selectman Cannon:

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- Nothing to report.

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Selectman Castricone:

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- The television camera on the side of the Post Office has been removed while work is being done on the building.

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- The company that draws up the Town’s maps has sent a contract for the upcoming year. The previous contract, which was verbal, was for \$2,000; an invoice for an additional \$240 was received, making the total for the previous contract \$2,240. The contract for the upcoming year is for \$2,200. The Board will sign the contract.

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Selectman LeBlanc:

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- The side of the Post Office facing Stevens Hall has been stripped and Tyvek’d. It was discovered that the existing windows were not framed in; they were only held in place by the inside and outside trim. The Building Inspector will be consulted, and it is likely that the contractor will need to spend an additional hour to an hour and a half framing in each window. He will provide a written estimate. Selectman Cannon asked if the contractor was qualified to perform this sort of work, or if a carpenter should be hired. Chairman Landau noted that some of the windows are ‘old glass’, and should not be thrown away. Selectman LeBlanc will consult about these issues with Maintenance Supervisor Amato.

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- He has an estimate for an ultraviolet water conditioner with solenoid for the Senior Center, at a cost of \$1,500. The well was dug under a federal grant, but that program has expired and DES will not cover this expense. Cindy from DES has stated that this water conditioner will definitely resolve the problem; Granite State Analytical and the plumber have concurred. The water conditioner is the same sort of equipment that the houses on Raven Drive have. A conditioner without a solenoid is only \$1,200, but unlike the conditioner with a solenoid, a power failure would cause the entire system to be contaminated. The water system could be shut down instead, as the Seniors drink bottled water, but then there would be no bathroom at the Senior Center. There is also the prospective Eagle Scout project for a water fountain at the playground to consider. Selectman LeBlanc moved to proceed with the estimate for a UV water conditioner system with a solenoid; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

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- He has a letter outlining fire-department-related violations at Spring Hill Farm, some of which are outstanding and some of which have been corrected. Chairman Landau, as liaison, will speak with the Spring Hill Farm trustees. Fire Chief Antoine stated that two of the trustees were there during the inspection, and are aware of the issues.

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- There was a regionalization meeting in Raymond Monday night. The intent is to encourage Towns to partner together to get better pricing on fuel oil/propane, electricity, office supplies, etc. For example, Goffstown and Weare are partnering on fuel oil, and seeing a 30% savings. David Preece of Southern New Hampshire Planning Commission was there, and is willing to attend a Board meeting to speak with the Selectmen. Selectman LeBlanc sees two problems, however – some of the invited towns are on a calendar year schedule, while Chester is on a July 1st – June 30th schedule; also, who would lead the process? Would this call for another employee? That might cost more than any savings realized.

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- He asked if the Transfer Station needed a permit and site plan review in order to build the roof extension. Selectman LeBlanc stated that per the Planning Board, a site plan review has never been done at the Transfer Station, and that the Planning Coordinator was unaware of the roof extension plans; they would like to know what is down there. Chairman Landau suggested that more research be done, since the construction of the Transfer Station was before his time; Selectman Cannon asked if perhaps it was waived initially. Selectman LeBlanc stated that people in Town are asking about a Transfer Station site plan review. Chairman Landau suggested that those persons should fill out a Request for Action form, or come to a meeting in person.

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Vice-Chairman Hagan:

- 268 • Nothing to report.

270 *Chairman Landau:*

- 272 • The Assessing Department has reported a ‘glitch’ between the new computers and the copier. He will ask the computer and copier vendors to handle the issue between themselves.
- 274 • He received an email from a person interested in joining the Wason Pond Commission; he will forward it to that Commission.
- 276 • The next ZBA meeting is Tuesday, August 19th, 2014. There are three items under consideration.
- 278 • The red ‘On Air’ light appears to be burned out; Selectman LeBlanc will speak with Maintenance Supervisor Amato.
- 280 • The Board needs to sign the MS1 extension.

282 *4.2 Public Comment*

284 As no Members of the Public wished to speak, Public Comment was closed at 8:27pm.

286 *4.3 Non-Public Sessions*

288 Chairman Landau moved to go into non-public session under RSA 91A:3 II (c) Reputation for three items and (e) Pending Litigation for one item; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

290 The meeting room was closed at 8:28pm. Fire Chief Antoine remained in the meeting room.

292 Fire Chief Antoine departed the meeting room at 9:01pm.

294 The meeting room was re-opened at 9:10pm.

296 Chairman Landau moved that the Board come out of non-public session; Selectman LeBlanc seconded the motion. The vote was unanimous in the affirmative; so moved.

300 Chairman Landau moved that the Board seal the first non-public session, on Reputation, for a period of six (6) months; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

304 Chairman Landau moved that the Board seal the second non-public session, on Reputation, for a period of one (1) month; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

308 Chairman Landau moved that the Board seal the third non-public session, on Reputation, for an indefinite period; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

312 Chairman Landau moved that the Board seal the fourth non-public session, on Pending Litigation, for a period of one (1) year; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

316 **V. Adjournment**

318 The next meeting of the Board of Selectmen is scheduled for Thursday, August 28th, 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 unanimous in the affirmative; so moved.

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324 The meeting was adjourned at 9:12pm.

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Respectfully Submitted,

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Debra H. Doda