

**Town of Chester
Board of Selectmen Meeting
Thursday, August 27th, 2015
Municipal Complex
Approved Minutes**

I Preliminaries

- Call the Meeting to Order
- Roll Call
- Pledge of Allegiance
- Chairman’s Additions or Deletions
- Public Comment (10 minutes)
- Approval of Minutes
- Planning Board Appointment - Liz Richter
- Tony Amato - Proposed Non-Public
- NH Solar Garden PILOT Agreement Proposal Discussion
- Phil Gladu - Update on Hazard Mitigation Committee Meeting
- Roundtable
- Public Comment
- 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 7:02pm.

1.2 Roll Call

Selectmen present:

- Joe Castricone
- Joseph Hagen
- Stephen Landau
- Dick Trask

Selectmen absent:

- Jack Cannon

Members of the Public present, at various times:

- Richard Antoine, Fire Chief
- Phil Gladu, Emergency Management Director
- Liz Lufkin, State of NH Department of Safety
- Matt Rittenhouse, Tri-Town Times
- Leroy Scott
- Liz Richter, Planning Board
- Brian Sullivan, Planning Board
- Michael Weider, Planning Board
- And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Landau led the attendees in the Pledge of Allegiance.

54 *1.4 Additions and Deletions*

56 There were four (4) non-public sessions added: one (1) on Compensation and three (3) on Pending
58 Litigation.

60 *1.5 Public Comment*

62 Michael Weider of the Planning Board stood and was recognized. He stated that the Planning board had
64 had a non-public session on hiring with the Board of Selectmen last week, and that a member of the
66 public had approached him during the past week, stating that Selectman Castricone had disclosed all
details of that non-public meeting to that person the next day. Mr. Weider stated that the statute is
clear - items discussed in non-public session must remain non-public. He stated that this disclosure
should not have happened.

68 Leroy Scott stood and was recognized. He noted that the dumpster at the ballfield had been moved,
70 and that all the mess around it had been cleaned up. Chairman Landau responded that Selectmen
Castricone and Trask had arranged for the Rockingham County Jail Trustees to do that particular job.

72 Mr. Scott then asked if any of the Selectmen had looked at the Wason Pond fields recently. Chairman
74 Landau stated that he had spent over three hours there with John Dalrymple and some interested
76 citizens, and that although they had seen much tufting and dead grass, they had not seen any ruts. Mr.
78 Dalrymple has been in the ‘grass business’ for over 30 years, and is in charge of Londonderry’s school
fields. He took some soil samples for testing; it is likely that the fields will need some amendments.
They were mowed today.

80 Mr. Scott noted that the Snack Shack had been painted today; Chairman Landau again thanked
Selectmen Castricone and Trask.

82 Mr. Scott asked if it was true that the Chester Fire Department had lost a member today; Chairman
84 Landau stated that he was unaware of such an occurrence.

86 As no other Members of the Public wished to be heard, Public Comment was closed at 7:13pm.

II. Old Business

88 *2.1 Approval of Minutes*

90 This subject was not discussed tonight.

III. New Business

94 *3.1 Planning Board Appointment - Liz Richter*

96 Brian Sullivan and Michael Weider of the Planning Board appeared before the Board of Selectmen with
98 Liz Richter, who is up for reappointment to the Planning Board.

100 Ms. Richter has been on the Planning Board since 2008. Mr. Sullivan noted that Ms. Richter’s legal
102 expertise is critical on the Board. She expressed her thanks for being allowed to serve.

104 Selectman Castricone moved to reappoint Liz Richter as a full member of the Planning Board; Selectman
Trask seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

106 Ms. Richter, Mr. Sullivan, and Mr. Weider departed the meeting table at 7:16pm.

108 3.2 *Tony Amato - Proposed Non-Public*

110 This topic will be addressed at the end of the Public Meeting.

112 3.3 *NH Solar Garden PILOT Agreement Proposal Discussion*

114 The Board received an email from the NH Solar Garden which was originally directed to Town Clerk
116 Gagnon. They have suggested that they pay \$3,500 each year for taxes, pointing out that the Franklin
City Council recently approved a similar proposal.

118 Chairman Landau moved that this request from NH Solar Garden on taxes be sent to Town Counsel and
the Assessor’s Office; Selectman Castricone seconded the motion for discussion.

120

122 Chairman Landau noted that it costs ~\$10k per child for education, so keeping this particular piece of
land out of development is a considerable savings.

124 Selectman Castricone asked if the proposal was for \$3,500 per year for 25 years; it is. He is of the
opinion that the amount paid should increase over the years.

126

It is unclear if this \$3,500 payment would be in addition to, or instead of, property taxes.

128

130 Michael Weider stood and was recognized. He asked if the property is under current use at the moment,
as current use land cannot generate revenue. Using this property for a Solar Garden would generate
revenue. The property owner would have to pay the Town back for the loss of public space.

132

The question was called. The vote was four in favor with Selectman Castricone absent; so moved.

134

Ms. Richter, Mr. Sullivan, and Mr. Weider departed the meeting at 7:24pm.

136

138 3.4 *Phil Gladu - Update on Hazard Mitigation Committee Meeting*

140 Mr. Gladu appeared before the Board with Fire Chief Antoine and Liz Lufkin of the State of NH
Department of Safety to update the Board on the Hazard Mitigation Committee Meeting, which took
place recently.

142

144 Mr. Gladu stated that the meeting had a good turnout, with several key players in Town in attendance.
He hoped that there would be some representation of the Board of Selectmen at future meetings,
especially as budgeting would be discussed. Chairman Landau noted that the person who arranged the
meeting had not inquired about the Board members’ availability when setting it up; with notice, they
would certainly make an attempt to attend.

148

150 The Town’s Hazard Mitigation Plan, which identifies risks to the Town and plans how to mitigate them,
needs to be updated every five (5) years. Fire Chief Antoine added that the Plan includes goals,
priorities, and timeframes, and that once projects are completed, meetings are held at which they are
discussed. Ms. Lufkin, who is the Field Rep for Chester as well as most of Rockingham County, as well
as a resident of Chester, noted that the updated Plan goes to FEMA for approval, which makes the Town
eligible for matching grants for any projects identified in the Plan.

156 Chairman Landau inquired of Ms. Lufkin about the Edwards Mill Dam work. Only half of it has been
completed, as the Town did not vote to complete Phase II at this year’s Town Meeting. DES insisted
158 that the dam was a hazard; is it possible that this is a hazard that could be mitigated with grant funds?
Ms. Lufkin will bring that question back to her office.

160 The Multi-Purpose Room floor will be replaced in September; the work will take two weeks. Selectman
162 Castricone has had the electricity and hot water worked on; Selectman Trask has had the generator
164 switch repaired. Chairman Landau asked Mr. Gladu if there was anything else needed; he stated that
there was not.

166 There was some discussion about information dissemination, such as Reverse 911, Emergency Alerts on
the Cable TV Station, and the [Chester NH Front Porch Chatter](#) Facebook page. Ms. Lukfin stated that
168 the State had a Public Service Announcement commercial that could be personalized at no cost to the
Town. Fire Chief Antoine is researching a grant to purchase an electronic information signboard like the
170 ones in Derry and Auburn.

172 Chairman Landau made mention of the many calls and comments received about how the Police and
Fire Departments handled the accident on Route 102 last week, all positive.

174 Ms. Lufkin suggested visiting www.readynh.gov . She will have a booth at Town Fair on Saturday,
176 September 12th, 2015.

178 The next meeting of the Hazard Mitigation Committee will be on Thursday, September 17th, 2015 at
3:30pm at the Fire Station.

180 Fire Chief Antoine, Mr. Gladu, and Ms. Lufkin departed the meeting at 7:45pm.

182 **IV. Selectmen’s Business**

184 **4.1 Roundtable**

186 *Selectman Castricone:*

- 188 • There are two RFPs on the Town website, for the Town Hall and the Library Roofs. Three bids
190 were received before the Budget was drawn up. One contractor has agreed to hold his price;
the other two should be asked. In any case, the deadline is September 16th, 2015.
- 192 • The Trustees have cleaned the beach and removed the brush in front of the dam, moved the
rotting telephone poles, and cleaned around the dumpster. It was noted that these trustees are
194 currently incarcerated for minor offenses, and are under the watchful eye of an Officer from the
Rockingham County Jail. The only cost to the Town is that of their lunch. They have been in
Chester all this week; a request has been made to have them all next week as well, in order to
196 paint the Community Center.
- 198 • He received an email from Chester Academy about electronic equipment ‘recycling’. There was
nothing on the list that was of interest.

200 *Selectman Trask:*

- 202 • He would like to amend the Bid & Purchase Policy to allow for publishing of RFPs online instead
of in print newspapers only, as this will save the Town money. Some suggested online sites
204 would be the Town website, the Municipal Association website, directly to contractors, etc. The
wording ‘newspapers and/or other media, including electronic media’ was suggested. The
rewritten policy should be sent to Town Counsel for review before finalizing.
- 206 • There was much discussion about the pros and cons of ‘bundling’ of jobs put out to bid,
whether that meant (a) should a single contractor who was awarded many jobs which were
208 under \$5k individually, but which added up to more than \$5k, have to bid them? Or (b) should
multiple jobs under \$5k be bundled together into one package, and therefore be required to be
210 bid out? It was noted that while bundling might save money, it also might cause the Town to
lose out on quality smaller businesses.

212

Vice-Chairman Hagan:

- 214 • Nothing to report.

216 *Chairman Landau:*

- 218 • On Sunday, August 30th, 2015 from 2pm - 6pm, there will be a 'Kick-Off Jamboree' at the new Wason Pond fields, including a soccer tournament.
- 220 • The Board has received a letter from Jonathan Goldman of the Derry Fire Department, inviting the Selectmen, the Budget Committee, and the Fire Department to attend an Open House in Derry on September 30th, 2015 from 5pm - 9pm.
- 222 • There is an excessive amount of paperwork saved in Room 20 which needs to be gone through and disposed of, or saved in a safe fashion, such as in fireproof boxes or scanned and saved online. An Office Assistant/Receptionist job description has been drawn up; the Board should peruse it and be prepared to discuss next week. This could be a temporary, or a part-time person; in any case, Administrative Assistant Martin would supervise the work, which would be about 5-6 hours a week.
- 224
- 226
- 228 • As mentioned previously, Mr. Dalrymple took soil samples at the Wason Pond fields to be analyzed; this cost him \$42, which should be reimbursed. Apparently Mike Fisher also had problems mowing these fields; it was suggested that perhaps the mower that needs work. The fields will take 18-24 months to become fully mature and obtain the proper root depth. Tony Amato stated that the fields are quite gravelly and in need of compaction; he suggested that perhaps the fields should be rolled at the end of the season, another layer of topsoil added, and reseeded. He added that Mr. Dalrymple aerates the Londonderry fields three times a year, and seeds right afterwards. Chairman Landau would like the Recreation and Wason Pond Commissions to meet with the Board about these fields.
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- 232
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- 236

238 *4.2 Public Comment*

240 Leroy Scott stood and was recognized. He apologized for not thanking Selectmen Castricone and Trask for handling the trash situation at the dumpster.

242

He noted that the temporary fence at Edwards Mill needed attention.

244

He asked the Selectmen if they really had the time to oversee any enhanced bid and purchase policy, as it appeared to be time consuming.

246

248 As no other Members of the Public wished to be heard, Public Comment was closed at 8:35pm.

250 *4.3 Non-Public Session*

252 Chairman Landau moved to go into non-public session under RSA 91-A:3 II (a), Public Employees, and (e), Pending Litigation; Vice-Chairman Hagan seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

254

256 The meeting room was closed at 8:36pm. Mr. Amato remained in the Meeting Room.

258 Mr. Amato departed the meeting at 9:19pm.

260 The meeting room was re-opened at 9:50pm.

262 Selectman Castricone moved that the Board come out of non-public session; Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon absent; so moved.

264

Chairman Landau moved that the minutes to the first non-public session, with Mr. Amato on Public

266 Employees, be sealed for an indefinite period; Selectman Castricone seconded the motion. The vote
was four in favor with Selectman Cannon absent; so moved.

268

Chairman Landau moved that the minutes to the second non-public session, with Mr. Amato on Pending
270 Litigation, be sealed for a period of one (1) year; Selectman Castricone seconded the motion. The vote
was four in favor with Selectman Cannon absent; so moved.

272

Chairman Landau moved that the minutes to the third non-public session, on Pending Litigation, be
274 sealed for an indefinite period; Selectman Castricone seconded the motion. The vote was four in favor
with Selectman Cannon absent; so moved.

276

Chairman Landau moved that the minutes to the fourth non-public session, on Public Employees, be
278 sealed for an indefinite period; Vice-Chairman Hagan seconded the motion. The vote was four in favor
with Selectman Cannon absent; so moved.

280

Selectman Castricone moved that the minutes to the fifth non-public session, on Public Employees, be
282 sealed for a period of ten (10) years; Vice-Chairman Hagan seconded the motion. The vote was four in
favor with Selectman Cannon absent; so moved.

284

Selectman Castricone moved that the Planning Board and Budget Committee Chairmen be asked to
286 attend next week’s meeting, or as soon as practical for both individuals, for a Non-Public Session;
Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon absent; so
288 moved.

290 ***V. Adjournment***

292 The next meeting of the Board of Selectmen is scheduled for Thursday, September 3rd, 2015 at 7pm in
the Meeting Room.

294

Selectman Castricone moved to adjourn the meeting; Selectman Trask seconded the motion. The vote
296 was four in favor with Selectman Cannon absent; so moved.

298 The meeting was adjourned at 9:54pm.

300

302 Respectfully Submitted,

304 Debra H. Doda