

**Town of Chester
Board of Selectmen Meeting
Thursday, December 3rd, 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, 11/12/2015 and 11/19/2015
- James Hadik, Eagle Scout Candidate
- Assistant Town Clerk/Tax Collector
- 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 7:04pm.

1.2 Roll Call

Selectmen present:

- Jack Cannon
- Joe Castricone
- Stephen Landau
- Dick Trask

Selectmen absent:

- Joseph Hagan

Members of the Public present, at various times:

- Barbara Cannon, Assistant Town Clerk
- Becky Hadik
- James Hadik
- 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 was one non-public session on Employment added, as well as an appointment with James Hadik, Eagle Scout Candidate.

54 1.5 *Public Comment*

56 Leroy Scott stood and was recognized. He asked for an update on the Wason Pond Bridge repair.
58 Selectman Castricone stated that the Engineer had approved the repair plan and estimate, and that
work was scheduled to begin tomorrow. Mr. Scott is not satisfied with the length of time that this repair
is taking.

60 As no other Members of the Public wished to be heard, Public Comment was closed at 7:10pm.
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62 **II. Old Business**

64 2.1 *Approval of Minutes*

66 *November 12th, 2015:* Selectman Castricone moved to accept these minutes as drafted; Selectman
68 Trask seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

70 *November 19th, 2015:* On line 78, ‘seasonal’ should be changed to ‘part-time’, as PLT distinguishes
72 between the two for insurance coverage. Selectman Castricone moved to accept these minutes as
amended; Selectman Trask seconded the motion. The vote was four in favor with Vice-Chairman Hagan
absent; so moved.

74 **III. New Business**

76 3.1 *James Hadik, Eagle Scout Candidate*

78 James Hadik appeared before the Board to discuss his Eagle Scout project, and present it to the Board
80 for their acceptance.

82 He built a water fountain at the Wason Pond Playground, as there was no potable water on site. This
84 water fountain consists of a concrete base and granite curbing sides, with an access hatch for service,
and meets ADA requirements. The water is piped in from the Wason Pond Community Center’s UV
86 filtration system with a double check valve, and drains into a leach field. The fountainhead will support
300 pounds. It is a three-season water fountain and has already been winterized by Maintenance Man
Amato.

88 James stated that this project had given him experience with the ADA, plumbing, concrete work, and
90 stonemasonry. He gave credit to Richard Bellemore, Russ Ouwerkerk, his parents, and his fellow Scouts
for their assistance with this project.

92 The Wason Pond Commission has already accepted the fountain.

94 Selectman Castricone moved to accept the water fountain built by James Hadik at the Wason Pond
96 Playground; Selectman Cannon seconded the motion. The vote was three in favor with Vice-Chairman
Hagan absent and Chairman Landau abstaining due to his association with the Boy Scouts; so moved.

98 The Board will provide James with a release letter; he will provide a 4” x 6” copy of his photograph for
100 the Town Report, and details of the build to the Maintenance Department for their files.

102 James Hadik departed the meeting at 7:22pm.

104 3.2 *Assistant Town Clerk/Tax Collector*

106 Assistant Town Clerk Barbara Cannon appeared before the Board to discuss the Town Clerk/Tax Collector

transition period.

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Town Clerk Gagnon’s last day will be tomorrow, December 4th, 2015. Assistant Town Clerk Cannon is able to register vehicles, take tax payments, and prepare deposits. A resident has been spoken to about becoming Deputy, and s/he will be starting soon, possibly next week. As of December 11th, 2015, MRI will be supplying a certified Town Clerk, Diane Demers, to work on Fridays only until the elections in May 2016, performing the duties that Assistant Town Clerk Cannon cannot, such as vital records, due to lack of training/certification. (The Board has to recommend Assistant Town Clerk Cannon, and the new Deputy, to the Secretary of State in order that they are able to attend classes for these services.) MRI has offered to supply a person on Wednesdays as well, but the Board does not believe at this time that this will be necessary. Although the Board voted at the November 19th meeting to execute a contract with MRI for Ms. Demers’ services, it has yet to be received.

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It was reiterated that whoever is elected Town Clerk in May 2016 will have to run again in 2017 to retain the position, as Town Clerk Gagnon’s term of office runs until then.

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Assistant Town Clerk Cannon’s main concern is the February primary elections. The Board will ensure that Ms. Demers is on site all day on Election Day.

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Any change in operating hours will be decided upon by Assistant Town Clerk Cannon and the new Deputy.

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Assistant Town Clerk Cannon departed the meeting at 7:38pm.

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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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- He will be speaking to Police Chief Berube about the Part-Time Officers line, as it appears to be overspent - only 27% remains. It is possible that staffing on Halloween caused this, but it must be watched carefully. Other lines in the Police Department budget are as expected.

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Selectman Castricone:

- Nothing to report.

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Selectman Trask:

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- Nothing to report.

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Chairman Landau:

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- He noted that the Chipper, Loader, and Truck have all been paid for; the Chipper and Truck have definitely been picked up, and he is unsure about the Loader. The Town made about \$8,200 on these items.

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- The DES Permit for Edwards Mill was issued on December 4th, 2014, and is good for two years. Chairman Landau asked for the Board’s input on whether or not Phase II should be put onto next year’s Warrant. Selectman Cannon opined that it would be best to see what other Warrant Articles come up between now and then before making a decision. Chairman Landau will check to see if any additional fees are required, and if the permit can be extended if necessary.

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- No fireproof file cabinets will be purchased at the present time.
- There will be a Public Hearing on Lincoln Lane at next week’s meeting, noticed and scheduled to take place between 7:15pm and 8:15pm. Road Agent Oleson and the residents are working together to clear up an access issue before the Public Hearing.
- Jack Munn of the Southern New Hampshire Planning Commission would like to thank the Board

160 and Town for their support of the Solar Program, and may attend next week’s meeting.

162 *4.2 Public Comment*

164 As no Members of the Public wished to be heard, Public Comment was closed at 7:57pm.

166 *4.3 Non-Public Sessions*

168 Chairman Landau moved that the Board go into non-public session under RSA 91-A:3 II (b)
170 Employment; Selectman Castricone seconded the motion. The vote was four in favor with Vice-
Chairman Hagan absent; so moved.

172 The meeting room was closed at 7:58pm.

174 The meeting room was re-opened at 8:18pm.

176 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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180 Selectman Castricone moved that the minutes to the first non-public session on Employment be sealed
for a period of one (1) year; Selectman Trask seconded the motion. The vote was four in favor with
Vice-Chairman Hagan absent; so moved.

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184 Chairman Landau moved that the minutes to the second non-public session on Employment be sealed
for an indefinite period; Selectman Castricone seconded the motion. The vote was four in favor with
Vice-Chairman Hagan absent; so moved.

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V. Adjournment

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190 The next meeting of the Board of Selectmen is scheduled for Thursday, December 10th, 2015 at 7pm in
the Meeting Room.

192 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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196 The meeting was adjourned at 8:20pm.

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Respectfully Submitted,

Debra H. Doda