

**Town of Chester
Board of Selectmen’s Meeting
Thursday, February 18th, 2016
Municipal Complex Meeting Room
Approved Minutes**

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I Preliminaries

- Call the Meeting to Order
- Roll Call
- Pledge of Allegiance
- Chairman’s Additions or Deletions
- Public Comment (10 Minutes)
- Approval of Minutes
- Appointment: Rich Antoine, Fire Chief
- Warrant Articles
- Public Comment
- Roundtable
- Non-Public Session
- Meeting Adjournment

1.1 Call to Order

Stephen O. Landau, Chairman, called this meeting of the Town of Chester Board of Selectmen to order at 7:06pm.

1.2 Roll Call

Selectmen Present:

- Joe Castricone
- Joseph Hagan, Vice Chairman
- Stephen O. Landau, Chairman
- Dick Trask

Selectman Absent:

- Jack Cannon

Members of the Public present, at various times:

- | | |
|------------------------------------|--|
| Rich Antoine, Fire Chief | Phil Gladu, Fire Department |
| Richard Bellemore, Fire Department | Richard LeBlanc, Spring Hill Farm Trustee |
| Gregory Bolduc, Fire Department | Matt Rittenhouse, Tri-Town Times |
| Ben Clark, Fire Department | Leroy Scott |
| Colin Costine | Jay Sweet, Spring Hill Farm |
| | 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

54 Chairman Landau reversed the order in which the New Business items on this evening’s Agenda would
56 be addressed; to begin with Rich Antoine, Fire Chief; in a brief non-public session on employment under
RSA 91:A3 II (a), and to follow with warrant articles.

58 *1.5 Public Comment*

60 Leroy Scott stood and was recognized. Mr. Scott posited that the Board only held discussions on the Fire
62 Department in non-public session; and questioned why such appointments were not being listed on the
Agenda as non-public. Chairman Landau noted it to be Chairman’s privilege to determine how items are
64 listed on the Agenda; and per coursework, this was how subject matter specified in RSA 91:A3 II was to
be handled. Mr. Scott pointed that, as an entity serving the Public, the Board ought to extend the
66 courtesy of specifying which Agenda items would be non-public.

II Old Business

68 *2.1 Approval of Minutes*

70 Minutes were not discussed this evening.

72 **III New Business**

74 *3.1 Appointment: Rich Antoine, Fire Chief*

76 Chairman Landau made a motion to enter into non-public session under RSA 91:A3 II (a) on
78 employment, to be finished by ~7:18pm; Selectman Castricone seconded the motion. The vote was four
in favor with Selectman Cannon absent, so moved. The meeting room was closed at 7:08pm; Rich
80 Antoine, Fire Chief and Gregory Bolduc of the Fire Department remained and appeared before the Board.

82 Chairman Landau made a motion to come out of non-public session; the vote was four in favor with
Selectman Cannon absent, so moved.

84 Selectman Castricone made a motion to not seal the minutes of the non-public session with Mr. Antoine
86 and Mr. Bolduc; Selectman Trask seconded the motion. The vote was four in favor with Selectman
Cannon absent, so moved.

88 The meeting room reopened and the meeting reconvened general session at 7:21pm. It was announced
90 that minutes of this non-public session were not sealed; and that the Board accepted Mr. Antoine’s
nominations for Fire Department promotions. Mr. Bolduc was chosen to serve as Deputy Chief; two (2)
92 new Captains will be Ben Clark and Phil Gladu; and Lieutenants will be Richard Bellemore, Eric Emerson,
and Buddy Menard. Promotional ceremonies are to take place in two (2) weeks, during the Selectmen’s
94 meeting on Thursday, March 3rd, 2016 at 7pm in the Meeting Room.

96 *3.2 Warrant Articles*

98 *3.2.1 Fire Department (FD)*

- 100 • *To allocate up to ten thousand dollars (\$10,000.00) of rescue transport revenue to EMS Supplies*
102 *and Equipment line of the FD budget; and to place any additional rescue transport revenue in the*
 general fund.

104 Board members present quickly agreed that this item would be better addressed by means of the FD
budget.

106 Selectman Castricone made a motion to not move forward with this warrant article; Vice Chairman
108 Hagan seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

- 110 • *To purchase two (2) LifePak 15 defibrillator units for a total of sixty-two thousand dollars*
112 *(\$62,000.00); possibly expended from the CIP.*

114 Selectman Castricone made a motion to move this warrant article forward; Vice Chairman Hagan
seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

- 116 • *To lease and equip a three thousand (3,000) gallon tanker truck with minimum of one thousand*
118 *gallon per minute (1,000 GPM) pump; at a cost of ~three hundred and seventy thousand dollars*
 (~\$370,000.00), no payment due in 2017.

120 Mr. Antoine, Mr. Bolduc, Ben Clark and Phil Gladu of the Fire Department appeared before the Board.
122 Mr. Clark explained that the existing tanker was twenty-six (26) years old; and did not meet various
NFFPA (National Fire Protection Association) standards for safe and/or effective operation. For example,
124 lack of an interlock feature has already allowed unintended forward/backward rolling of Tanker 1 to
occur; one instance was noted in which an officer from another town was barely missed by unintended
126 rolling of the tanker. The current five hundred gallon per minute (500 GPM) capacity has proven
deficient in keeping up with hitching/large flow operations.

128 Chairman Landau asked if the CIP contained any such funds; Selectman Trask believed that although the
CIP permitted acquisition of a tanker, it was unlikely that ample funds existed. As a means for level-
130 funding, Chairman Landau suggested forty thousand dollars (\$40,000.00) annually be earmarked and
placed in the CIP, starting this year; as CIP interest / incoming impact fees wouldn’t be enough.
132 Chairman Landau asked of the resale/trade value of Tanker 1; Mr. Clark will determine this and report
back to the Board as soon as possible.

134 Selectman Castricone made a motion to move forward with the purchase of a new tanker, pending how
136 to finance it; Vice Chairman Hagan seconded the motion. The vote was three in favor with Selectman
Trask having abstained and Selectman Cannon absent; so moved. Mr. Clark and Mr. Antoine are to
138 report back to the Board as soon as availability of CIP funds / updated cost estimates for new tanker /
estimated resale value of Tanker 1 are determined.

- 140 • *To allow additional funding of Personal Protective Equipment (PPE) of twenty thousand dollars*
142 *(\$20,000.00).*

144 Selectman Castricone made a motion to move forward with this article; Selectman Trask seconded the
motion. The vote was four in favor with Selectman Cannon absent, so moved.

- 146 • *To replace forestry truck by leasing cab and chassis with flatbed.*
148

150 Mr. Bolduc outlined a tentative plan to conserve funds by placing a new chassis on the forestry truck
151 (which was received as a donation and will likely last a few more years) and placing its old chassis on
152 the utility truck. Mr. Antoine did not have cost estimates on hand, but noted that a (Ford) 450 would
153 most likely be considered. Chairman Landau estimated such would likely cost around seven thousand
154 dollars (\$7,000.00) per year; and a package deal may be obtained if coordinated with Police
Department.

156 Selectman Castricone made a motion to not move forward with this article; motion was not seconded.

158 Selectman Trask made a motion to hold this article until more expense information is available. The vote
159 was three in favor with Selectman Castricone having abstained and Selectman Cannon absent, so
160 moved.

162 *3.2.2 Governmental Buildings*

- 164 • *To expend capital funds for the decommissioning and capping-off of old underground tanks at
165 the Town Hall, as required by NH Department of Environmental Services (DES).*

166 Selectman Castricone made a motion to move this article forward. Vice Chairman questioned whether
167 any funds had been appropriated for this. It was noted by Chairman Landau and Selectman Castricone
168 that the underground tanks and associated apparatus were already in violation of code. The vote was
169 called; Chairman Landau abstained. The vote was three in favor with Selectman Cannon absent, so
170 moved.

- 172 • *To obtain a utility tractor for thirty thousand dollars (\$30,000.00) or for seven thousand dollars
173 (\$7,000.00) per year for five (5) years.*

176 Selectman Castricone shared cost estimates and specifications he had recently obtained, for a
177 Commercial-use tractor in the next category up. This model features a forty-five point three (45.3)
178 horsepower motor, side-mount mower, brush hog, loader, set of four (4) regular wheels and a set of
179 four (4) field-use wheels. Chairman Landau noted that this tractor would be ideal for mowing and
180 maintaining Town fields; and a part-time employee was recently hired for such. Addition of the new
181 model would likely prolong the life of the current tractor by reducing its wear and tear. Richard LeBlanc
182 stood and noted that such new tractor could also be utilized for some excavation work required to place
utility lines at Spring Hill Farm.

184 Selectman Castricone made a motion to move forward with this article; Vice Chairman Hagan seconded
185 the motion. The vote was four in favor with Selectman Cannon absent, so moved.

188 *3.2.3 Police Department (PD)*

- 190 • *To lease and equip a new cruiser for a total of forty-nine thousand dollars (\$49,000.00).*

192 Selectman Trask made a motion to move forward with this article to obtain a cruiser for forty-nine
193 thousand dollars (\$49,000.00); Selectman Castricone seconded the motion. Chairman Landau
194 recommended placing a vehicle allowance line in the PD operating budget, as this expense would likely
195 recur annually; Vice Chairman added that implementation of increased PD coverage also justified annual
196 vehicle allowance.

198 Selectman Trask made a motion to move forward with this article for \$49,000.00, but to discuss future
200 funding of vehicles with the Budget Committee; Selectman Castricone seconded the motion. The vote
was three in favor with Vice Chairman Hagan having abstained and Selectman Cannon absent, so
moved.

202

- *To lease a new four-wheel drive (4WD) vehicle for seven thousand six hundred and forty-five dollars (\$7,645.00) annually, and to equip at a one-time cost of ten thousand dollars (\$10,000.00).*

204

206 Selectman Trask made a motion to move forward with this lease at seven thousand six hundred and
208 forty-five dollars (\$7,645.00) annually, plus the initial expense of ten thousand dollars (\$10,000.00) to
equip vehicle. Vice Chairman Hagan seconded the motion; Chairman Landau and Selectman Castricone
210 both abstained. The vote was two in favor with Selectman Cannon absent, so moved.

- *To add a new full-time police officer; contingent upon the denial of the PD’s request to allow operating budget funding of a part-time/non-benefitted detective.*

212

214 Selectman Trask made a motion to not move forward with this article, in favor of the PD budget
216 proposal to add a part-time detective. Selectman Castricone seconded the motion; the vote was four in
favor with Selectman Cannon absent, so moved.

218 *3.2.4 Highway Department*

- *To allow five hundred thousand dollars (\$500,000.00) funding for improvements to roads newer than twenty (20) years old.*

222 Selectman Trask made a motion to move forward with funding, but only for whatever amount remained
of last year’s roads portion of the CIP. Richard LeBlanc stood and noted that such amount was around
224 two hundred thousand dollars (\$200,000.00); based on this, Chairman Landau noted that taxation would
be required to generate three hundred thousand dollars (\$300,000.00) if funding of the full sum
226 requested by this article is to occur. Selectman Trask withdrew his motion.

Vice Chairman Hagan made a motion to appropriate five hundred thousand dollars (\$500,000.00) for
228 improvements for roads as described (“newer than twenty years old); and to investigate how much may
be derived from block grants and the CIP to offset. Selectman Castricone seconded the motion as a
230 means to allow discussion; furthering that although road improvements are necessary, this article alone
accounts for ~ten percent (10%) of the grand total of warrant article funds requested. Instead,
232 Selectman Castricone suggested consideration of funding with bond(s). Chairman Landau noted
instances (prior to current Road Agent) in which great expense amounted to incomplete repairs of roads
234 which are already falling apart again. Selectman Trask pointed that time was of the essence, due to the
likelihood that oil prices and bond interest rates alike would only rise.

236 The vote was called on this motion; it was not carried.

- *To allow one hundred thousand dollars (\$100,000.00) funding to conduct an engineering survey to determine future needs of roads older than twenty (20) years.*

238

240 Chairman Landau noted that such a survey may be less expensive to conduct, perhaps closer to sixty thousand dollars (\$60,000.00); Vice Chairman Hagan added that the Board may move forward with this article conceptually, figures subject to revision. Chairman Landau suggested the Board set a figure.

242 Vice Chairman Hagan made a motion to support this article with sixty thousand dollars (\$60,000.00) appropriated to determine future road needs via survey; Selectman Castricone seconded the motion.
244 The vote was four in favor with Selectman Cannon absent, so moved.

- 246 • *To allow four hundred and twenty-five thousand dollars (\$425,000.00) funding to repair culverts of Edwards Mill Road, Halls Village Road, and Rod & Gun Club Road.*

248 Vice Chairman Hagan noted it was unlikely that the CIP held the full amount requested, therefore the balance would need to be appropriated. Selectman Trask suggested determining whether some three
250 hundred eighty thousand dollars (\$380,000.00) may be used.

Chairman Landau made a motion to move forward with this article, using CIP funds / block grant to
252 offset expense; Vice Chairman Hagan seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

- 254 • *To add to Highway CIP / CIP.*

Selectman Trask made a motion to pass on this article until proposed dollar figures are produced;
256 Selectman Castricone seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

- 258 • *To purchase a truck for one hundred thousand dollars (\$100,000.00); possibly with CIP funds.*

As previously discussed, this proposal included the possibility of reassigning the used truck for use by
260 the Maintenance Department. Chairman Landau did not believe that this dump truck with plow was essential for Maintenance purposes; and noted that it only had around fifty-five thousand (55,000)
262 odometer miles.

Selectman Trask made a motion to not move forward with this article; Selectman Castricone seconded
264 the motion. The vote was three in favor with Vice Chairman Hagan having abstained and Selectman Cannon absent, so moved.

266 Vice Chairman Hagan departed the meeting at 8:50pm; and noted he would return momentarily.

- *To add funds to the Winter Maintenance capital reserve.*

268 Selectman Castricone made a motion to move forward with this article; Selectman Trask seconded the
270 motion. The vote was three in favor with Vice Chairman Hagan having stepped away and Selectman Cannon absent; so moved.

3.2.5 Other Warrant Articles

- 272 • *To allow Chester PACT (Public Access Cable TV) funding for equipment and services enabling online access of televised meetings.*

274 Selectman Trask made a motion to move forward, allowing seven thousand three hundred and eighty-
three dollars (\$7,383.00) funding as requested by PACT: of which three thousand nine hundred and
276 ninety-five dollars (\$3,995.00) will provide equipment installation; one thousand dollars (\$1,000.00) will

278 proceed general operations; and the remaining two thousand three hundred and eighty-three dollars
(\$2,383.00) will offer online access of meetings. Selectman Castricone seconded the motion. The vote
280 was two in favor with Chairman Landau having abstained, Vice Chairman Hagan having stepped away,
and Selectman Cannon absent; so moved.

Vice Chairman Hagan reentered the meeting at 8:53pm.

- 282 • *To allow five thousand dollars (\$5,000.00) funding for the Town’s Three-Hundredth (300th)
Anniversary.*

284 Selectman Castricone made a motion to move forward with this article; Vice Chairman Hagan
286 seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

- 288 • *To allow thirty-seven thousand and three hundred dollars (\$37,300.00) funding to perform
repairs/replacements of sills, clapboard, insulation, etc. required to bring the house at Spring Hill
290 Farm (SHF) up to code.*

292 At various times during this discussion, Richard LeBlanc, Spring Hill Farm Trustee; and Jay Sweet of
Spring Hill Farm stood or appeared before the Board.

294 Mr. LeBlanc explained that funds appropriated last year allowed repairs to begin on the house at SHF,
and the intent was to expend the remaining balance of those funds to add to those requested of this
296 article. The exterior of the house will be the focus for repairs due to presence of lead and continued
water damage. Mr. LeBlanc informed the Board that discovery of a biographical manuscript about Miss
298 Church and SHF had inspired bringing historical preservation of SHF to a new level; plans to educate and
engage the community were underway. Mr. LeBlanc felt that many townspeople simply were not aware
of SHF or its offerings; and hopes that efforts of SHF Trustees and others may change that.

300 Mr. Sweet urged the Board to fully consider the breadth and depth of benefits Miss Church bestowed in
giving the gift of SHF to the Town. Mr. Sweet opined that SHF was a prime example of what made
302 Chester, Chester. Some four hundred (400) agricultural and wooded acres were publically available for
walking, biking, equestrian, and many other pursuits. Mr. Sweet noted that preservation of agricultural
304 history was a major focus for himself and Trustees; plans to utilize newly-acquired draft horses in
nineteenth century farming and logging demonstrations were in the works. Mr. Sweet referred to the
306 1996 Property Tax Impact Study on the effect increasing development on the tax rate; suggesting that
SHF saved and continued to save the Town a great deal of money.

308 Selectman Castricone made a motion to move forward with this article; Chairman Landau seconded the
motion.

310 Selectman Trask was concerned that such funding requests were indicative of “project creep;” and
questioned what SHF truly offered the Public. Selectman Trask expressed that he would like to see more
312 promotion of Public utilization of SHF; via offering a petting zoo or sleigh rides, for example. Chairman
Landau commented that such offerings would likely be seen at SHF; and also noted existence of an area
314 of five acres upon which recreational projects are welcome. Vice Chairman Hagan strongly encouraged
consideration of placing the majority of rent monies received of the SHF tenants into the general fund
316 once charitable trust status is finalized.

318 Leroy Scott stood and was recognized. Mr. Scott felt that it was a shame to question Miss Church’s
logic. On a different note, Mr. Scott was honored with a round of applause as Selectman Castricone
announced that it was Mr. Scott’s birthday.

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322 The vote was called on Selectman Castricone’s motion to move forward with this article; seconded by
Chairman Landau: the vote was three in favor with Selectman Trask abstaining and Selectman Cannon
absent; so moved.

- 324 • *To increase full- and part-time wages of eligible Town Employees; striking the COLA in exchange.*
326 *The intent of this measure is to close the gap between Chester’s pay rates and those of similar*
328 *towns in the area. This would include augmentation of part-time Police and Fire officers’ hourly*
330 *pay rate to that of full-time officers; at an estimated twenty-four thousand dollars (\$24,000.00).*
The bottom line salaries budget stands at three hundred and eleven thousand four hundred and
twenty five dollars (\$311,425.00) with COLA; and would be two hundred and fifty five thousand
six hundred and seventy-seven (\$255,677.00) pending approval of wage increase and removal of
COLA.

332 Selectman Castricone made a motion to move forward with this article; Vice Chairman Hagan seconded
the motion. The vote was four in favor with Selectman Cannon absent; so moved.

- 334 • *To propose two (2) systemic alternatives to having an elected position for Road Agent, under*
336 *whom a Highway Department is operated. The first option would involve contracting with an*
338 *individual to fill the role of Road Agent, with operating budget provided; and the second option*
would involve the hiring of a qualified individual (i.e. with engineering degree) to act as Public
Works Director.

340 Chairman Landau explained that he had informed Mike Oleson, Road Agent, prior to announcing plans
for such articles; emphasizing this was in no way a personality issue, and was strictly a means to initiate
342 conversation and give voters a say. Mr. Oleson will serve for at least another full year, as per his term;
regardless of pending outcome(s).

344 Selectman Castricone made a motion that Chairman Landau pursue creation of such article with the
attorney; Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon
absent, so moved.

346 **IV Selectmen’s Business**

348 *4.1 Public Comment*

350 No members of the Public wished to comment at this time.

352 *4.2 Roundtable*

354 Chairman Landau announced the following dates to remember:

- 356 • Per RSA 39:3-6, the last day voters may present application(s) to Selectmen to conduct special
meeting(s) will be Friday, March 11th, 2016 [sixty (60) days prior to Town Meeting].
358 • Per RSA 33:8-a, the first day public hearing(s) on bond articles over one hundred thousand
(\$100,000.00) dollars may be hosted will be Friday, March 11th, 2016 [sixty (60) days prior to

Town Meeting]. The last day to host such a hearing will be Monday, April 25th, 2016. Seven (7) day notice of such need be provided to the Public via publication in newspaper.

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362

Selectman Castricone announced that Thom Roy was now officially retired from the role of Building Inspector; and that Myrick Bunker was the new Building Official shared in a contract between Raymond and Chester. Updated office hours and contact information for Mr. Bunker and for administrative support staff could be viewed online.

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4.3 Non-Public Session

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Selectman Trask made a motion to enter non-public session, under RSA 91-A:3 II (e) pending litigation; the vote was four in favor with Selectman Cannon absent, so moved.

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Vice Chairman Hagan reiterated the necessity that certain sensitive subject matter be conducted in non-public sessions.

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The meeting room was closed at 9:52pm; with Mr. Antoine remaining.

376

Mr. Antoine departed the meeting at 10:10pm.

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Selectman Castricone made a motion to come out of non-public session; the vote was four in favor with Selectman Cannon absent, so moved.

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Selectman Castricone made a motion to seal the second non-public session with Mr. Antoine present, pending litigation, for an indefinite period; Selectman Trask seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

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V Adjournment

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The next meeting of the Board of Selectmen is scheduled for Thursday, February 25th, 2016 at 7pm in the Meeting Room.

390

Chairman Landau made a motion to adjourn the meeting at 10:11pm; Selectman Castricone seconded the motion. The vote was four in favor with Selectman Cannon absent, so moved.

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394

The meeting was adjourned at 10:11pm.

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Respectfully Submitted,

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Caroline Rose Wilson, Recording Secretary