

**Town of Chester  
Board of Selectmen Meeting  
Thursday, February 19, 2015  
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

Diane Gorrow, Town Counsel – Warrant Articles

Mike Oelson and Town Counsel – Proposed Non-Public

Jean Methot and Craig Wheeler – 300<sup>th</sup> Anniversary Warrant Article

Roundtable

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

Joseph Hagan

Stephen Landau

Selectmen absent:

Richard LeBlanc

Members of the Public present, at various times:

Leroy Scott

Joanne Smith, Finance Director

Diane Gorrow, Town Counsel

Beth Swanson, Wason Pond

Jean Methot

Matt Rittenhouse, Tri-Town Times Reporter

*1.3 Pledge of Allegiance*

Chairman Landau led the attendees in the Pledge of Allegiance.

*1.4 Additions and Deletions:*

Two non-public sessions were added to the agenda (RSA 91-A: 3, II (a) – Compensation) and one other non-public session was added (RSA 91-A: 3 II (c) - Legal).

*1.5 Public Comment:*

Beth Swanson gave updated information regarding Wason Pond: the Warrant Article for the Wason Pond Improvements consisting of a fence should be in the amount of \$6,000; and she would get a written quote

54 from Pinard about the dumpster (8 pick-ups per year (\$65/pickup) equaling \$520, which was a significant cost savings).

56 Leroy Scott mentioned that he had seen a concrete truck at Edwards Mill Dam so he assumed they were working even in the bad weather. Mr. Landau said that engineers were checking it regularly. It was not of his understanding that having a gatekeeper at Wason Pond (\$4,000) was part of the original agreement of the pond/cottage; he thought it bore looking into.

60 **II. Old Business**

62 *2.1 Approval of Minutes:* This subject was not addressed tonight.

64 **III. New Business**

66 There were no zoning or historic district ordinances or building codes. March 25 is the first date for candidates with non-partisan official ballots to file declarations of candidacy with the Town Clerk; the end date is April 3. Town Meeting will be on May 16.

70 *3.1 Diane Gorrow, Town Counsel – Warrant Articles*

72 Mr. Landau suggested titling the Warrant Articles rather than using numbers or letters, for ease of review. The Board favored this idea. Warrants would be voted on later, after review.

76 **WARRANT ARTICLE REVIEW:**

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<i>W.A. TITLE</i>	<i>COST</i>	<i>DESCRIPTION</i>	<i>PUT THROUGH?</i>
C.I.P (Town of Chester Capital Improvements Plan)	\$4,500	To be used by the Planning Board for comprehensive update to the C.I.P.	Yes
FIRE TANKER TRUCK	\$395,000	10-year lease purchase agreement of tanker truck for the Fire Dept. The first payment of \$50,142 will be made in 2016. Mr. Cannon noted that the cost had increased from \$370,000 to \$395,000. He supported this but suggested having a conversation with the Fire Chief about less expensive options for this type of equipment. Dr. Hagan said they did consider this and that the tanker was 30 years old and still ran.	Yes
FIRE FIGHTER/EMT	\$76,567	\$37,000 for wages; \$39,567 for benefits. Dr. Hagan said once this was approved as a Warrant Article, it would be in the budget next year. It was noted that (F/T) coverage during the day was a serious issue, and this would help with vacation times.	Yes
REVALUATION	\$15,000	To add to the Town Revaluation Capital Reserve Fund established in 2009 to prepare for the next revaluation in 2016.	Yes
WINTER MAINTENANCE	\$85,000	To add to the Winter Road Maintenance Expendable Trust Fund established in 2006 (sanding, salting, plowing). The Fund shall not exceed \$85,000. There was discussion about establishing a new fund with no limit (capturing it from fund balance at the end). The new Article would close the old one. There was discussion about raising it to \$100,000 but it was decided to keep the Article at \$85,000 and add to the plow line next year. The Trustee of the Trust Funds would be putting this Warrant in the Trust News, noting the uniqueness of the Town doing this Article.	Yes

MPR FLOOR	\$55,000	To renovate the floor of multipurpose room. The floor was 30 years old and was starting to fall apart. Mr. Castricone explained that there was no felt between the concrete and tiles so the tiles sagged. Mr. Landau mentioned the idea of using a pad to buffer the cement, as was done at Blackstone Regional High School. He would look into this. He clarified that the project manager would be the engineer, who would come in beforehand to take a look at the floors first. Mr. Cannon felt that the project should not be handled by anyone on the Board or in Town. Mr. Landau would find out the cost of the engineer, type of floor, etc.	Yes
POLICE VEHICLE	\$42,000	<p>To raise and appropriate and then withdraw for purchase a police vehicle (to be taken from the existing equipment/vehicle Capital Reserve, leaving zero dollars). Mr. Landau felt this should be brought forward but his opinion was this was not necessary now (considering the time it would take to have new officers in place).</p> <p>Atty. Gorrow noted that the Selectmen were listed in the Warrant Article 17 of 2008 as the agents to expend the fund, so no Town Meeting was necessary now if the \$42,000 was already in the fund. Ms. Smith felt that it involved the whole community. Atty. Gorrow said that people gave the ok to spend the money by voting for the Selectmen to be agents to expend what was appropriated from the fund. After consulting the minutes, it was noted that voters had amended that to not list the Selectmen as agents to expend the fund.</p>	Yes
EQUIPMENT/CAPITAL RESERVE	\$15,000	To add to the existing equipment/vehicle capital reserve fund to keep it going. Mr. Cannon suggested raising it to \$20,000 and the Board agreed.	Yes
BUILDING IMPROVEMENT	\$18,500  (To come out of the municipal complex reserve)	To add to the building improvement maintenance capital reserve for an oil tank. The lines had to be replaced and double-walled in 2015. The tank was under warranty for another 2 years. Options were discussed. There was no requirement to remove the tank. \$21,000 was in the account for the municipal complex; \$40,000 was in the building improvement (for tanks and hot top). Money was supposed to be put aside each year for this project. The proposed plan was to eliminate the line from the tank to the annex, put 2 330-gallon tanks, and double-wall the pipe to the heaters. The (3/4") line would need to be taken out, so a hole would need to be dug and hot top put over the hole. The Board decided to not change the 2,000-gallon tank (vs. a 600-gallon tank), where it was still good and there were 2 years left on the warranty. Former minutes were consulted. Originally, money was to be used for a 3-bay garage but, in 2013, the Warrant (#16) was amended to raise/appropriate \$25,000 to be added to the building improvement capital reserve fund (established at the 2008 Town Meeting) to place fuel lines and correct deficiencies at the parking lots at the municipal building. It carried. The Selectmen were not listed as	Yes

		agents to expend the fund.  The bid for the double tanks was \$5650 and to redo the lines was \$5000. The project manager would be the engineer.	
UNANTICIPATED	\$10,000 (?)	It was noted that \$3,500 was already spent for snow removal and there was \$4,000 in the maintenance line for snow removal this year. \$2,200 additional was also spent. The Board decided to bring the amount back to \$10,000.	Yes
300 <sup>th</sup> ANNIVERSARY	\$5,000	\$10,000 was currently in the fund; \$5,000 was put in each year. About \$30,000 was necessary. Jean Methot said that the \$5,000 would be sufficient. He mentioned that Raymond appropriated \$50,000 at once and ended up making money (from selling programs, etc.).	Yes
P.A.C.T. FUND	\$65,000	To provide public educational governmental access television in Chester, the funds to be withdrawn from the special revenue fund established as a P.A.C.T. fund in 2003 separate from the general fund (funded by subscribers of Comcast in Fremont). No tax impact.	Yes
SOLAR POWER STATION		For a 20-year lease for a solar power station. The Board decided to eliminate this Article, saying they needed more information/time to consider this.	No
Wason Pond Fence	\$6,000	For the purpose of Wason Pond Field Fence.	Yes
Conservation Survey	\$20,000	There were 400 acres in the North Woods with no boundaries. \$20,000 would be appropriated but only \$10,000 would come from the forestry account that regenerated.	Yes
Wason Pond Bath House	\$12,000	This was the total cost to do all the work, using money from the undesignated fund balance	Yes
Dump Road	\$200,000	For rebuilding Dump Road to the salt shed (private and public partnership to rebuild the road, where heavy equipment was being taken in and out).	Yes
P/T ANIMAL CONTROL OFFICER	\$3,000	For a Part-time Animal Control Officer. The Board favored having the Town vote on this.  Originally, the Warrant was for dog license fees to be kept for Animal Control (officer). Atty. Gorrow noted that the RSA stated that dog license fees remain in the Town treasury. The Town could retain forfeitures (\$25), for administration/enforcement of the animal control statute. She was not sure if the other fees might be retained; she would need to find this out. Ms. Smith said that if it were revenue, there wouldn't need to be a Warrant Article. About \$6,000 was received for dog licenses. Mr. Cannon said that there was some cost to administer the program that needed to be covered. Mr. Landau noted that the Town was low on police officers and he felt that a part-time animal control officer would be helpful.	Yes
TRUSTEES		Per NH RSA 35: 9-8 II, to authorize the Trustees of the Trust Fund to pay the capital reserve fund, investment, management services, and any other expenses incurred from capital reserve income. No vote from the Town to rescind such authority shall	(Yes)

		occur within 5 years of original adoption of this article. Atty. Gorrow said this was new legislation. She said this gave the Trustees more flexibility. Mr. Landau was concerned about this growing unnoticeably. He suggested that Atty. Gorrow draft up the Article and review it again, with more justification from the Trustees. Mr. Castricone suggested going with this next year so that more review could be done.	
RECREATION DIRECTOR	\$35,000	To change the part-time Recreation Director to full-time, with benefits.	Yes
TRACTOR	\$28,250	For a mid-mount mower and sub-compact utility tractor with a snow blower, rotary cutter, and small backhoe. This was a 4-year lease with a dollar buyout at the end (\$637/month for 48 months = \$7,654.56/year). Mr. Landau suggested putting this in the Warrant Article for Equipment/Vehicle Capital Reserve but felt that the current lawn mower was 10 years old and this equipment would be helpful. The lease company would take care of it also.	Yes

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*3.2 Mike Oelson and Town Counsel – Proposed Non-Public*

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This did not happen tonight.

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*3.3 Jean Methot and Craig Wheeler – 300<sup>th</sup> Anniversary Warrant Article*

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This was already discussed in 3.1.

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**IV. Round Table**

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Mr. Castricone wanted to open the buildings up when work was completed after the snowstorm. The Board agreed. The Selectmen were advised about the electrical lawsuit Chester was involved in and should be coming up next month.

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**V. Non-Public Session per RSA: 91-A: 3 II (a) Compensation and (c) Legal**

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*At 8:46 PM, Stephen Landau made a motion to enter into non-public session per RSA: 91-A: 3 II (a) and (c). Joe Castricone seconded the motion. Motion passed 4:0.*

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*Stephen Landau made a motion to indefinitely seal the non-public minutes of tonight, February 19, 2015. Joe Castricone seconded the motion. Motion passed 4:0.*

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**VII. Adjournment**

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*Stephen Landau made a motion to adjourn at 9:15 PM. Joe Castricone seconded the motion. Motion passed 4:0.*

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Respectfully Submitted,  
Susan Perry

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