

**Town of Chester
Board of Selectmen Meeting
Thursday, March 28th, 2013
Municipal Complex
Approved Minutes**

I Preliminaries

1.1 Call to Order

Vice-Chairman Hagan called this meeting of the Town of Chester Board of Selectmen to order at 7:03pm.

1.2 Roll Call

Selectmen present:

Jack Cannon
Joseph Hagan
Stephen Landau at 7:10pm
Richard LeBlanc
Michael Weider

Members of the Public present, at various times:

Jon Baker - Livestone Church
Matt Camillieri - Livestone Church
Ed Karjala - Livestone Church
Karl Knudsen - Livestone Church
Mike Oleson - Road Agent
Matt Rittenhouse, Tri-Town Times
Jason St. Jean - Livestone Church
David Scott - Livestone Church
Leroy Scott
And other persons unknown to the minute taker

1.3 Agenda

OLD BUSINESS:

Mike Oleson
Approval of Minutes
Warrant Articles

NEW BUSINESS

Livestone Church
Roundtable

Adjournment

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1.4 Pledge of Allegiance

Vice-Chairman Hagan led the attendees in the Pledge of Allegiance.

1.5 Additions and Deletions

Selectman Cannon added one non-public session on reputation.

1.6 Public Comment - none.

1.7 Member Comment - none.

II Old Business

2.1 Appointments:

7:08pm

Discussion of the Highway Department proposed budget and warrant articles - Mike Oleson, Road Agent

Selectman Cannon asked Mr. Oleson to explain how he ended up proposing the budget and warrant articles that he now has which are very different to the initial proposal. Mr. Oleson explained the steps of the process so far; his initial discussion with the BOS was a 3% increase across the entire Highway Department budget (with no supporting documentation) and a \$100K increase in the asphalt line and a \$10K increase in the road agent stipend line. Then after discussion with the BOS; Mr. Oleson decided against a warrant article for road repairs / construction and decided to increase the asphalt line to \$200K above the 2013-14 budget with some additional funds in the salt and plowing lines. Mr. Oleson then put together the warrant article for a loader estimated at \$135K because it is a lower spec model than the requested loader two years ago however it will still complete the jobs. Mr. Oleson also put together a warrant article for a class 8 dump truck with a plow wing and sander estimated at \$185K. The lease information on this vehicle is with the Finance Director. Mr. Oleson is also requesting \$150K for the debris removal at the old salt shed and for building two new buildings to house the new truck including a heater and garage door on one and space to hang the sanders for attaching to the trucks which is safer than using the loader to lift them on right now. The truck will fit in the Highway garage during the summer because it will not have the sander on it. He explained that the buildings cannot be constructed without the removal of the soil debris. Chairman Landau asked who he plans to use for the dirt removal and where is it going? It is potentially contaminated with road salt and truck fluids due to its location however the DOT has had people sign waivers if they want to utilize this kind of soil for fill -that way the Town is not liable for any issues. The soil contains roadside loam, leaves and debris including culvert pieces. Mr. Oleson advised the BOS that the roadside shoulders are too high and he will need to scrape them down during the summer. Any material like that he has been using to fill the ground behind the Town offices. He wants to protect the Town trucks with the new buildings. Chairman

94 Landau said that the soil could be tested at the old salt shed then used behind the Town offices
95 because there are no wells to be contaminated and it is Town owned land so no future liability
96 issues. The soil cannot be used on ball fields etc. If the Town develops behind the Town offices at a
97 later date, the soil can be tested then too. Mr. Oleson initially considered relocating the Highway
98 garage however it is situated in the right location because it can be noisy loading trucks in the night
during a storm etc.

100 Selectman Weider stated that the BC would be more supportive of the Highway Department budget
101 if the \$200K asphalt line is put in warrant article not in the budget and the \$10K for the road
102 agent stipend is removed into a warrant article too. Mr. Oleson stated that he would hope that the
103 BOS would support the \$10K stipend increase for his time because his job is a 24/7 on-call position
104 in addition to checking in with the Highway Department employees at the beginning and end of each
105 day. The BOS discussed the problem with going to Town Meeting with two different budgets (the
106 BOS recommended and the BC recommended) which would put the BOS at a disadvantage relating
107 to the 10% rule because it is based on the BC recommended budget. Selectman Weider stated that
108 the BC discussed leaving the salaries alone; supporting the building maintenance fund; a separate
109 warrant article for the Transfer Station roof and leaving the post office and WP bath house roof in
110 the maintenance budget. Selectman Weider discussed the CIP plan for the Town roads which
111 amounts to \$2.6M over 7 years which is \$350K / year into the CIP plan however Mr. Oleson feels
112 that the Town is being held hostage by the BC because \$200K is a drop in the bucket because the
113 roads are in such major need. The BOS discussed a suggestion from one member of the BC
114 regarding a warrant article for \$500K for the roads plus the CIP -it can be decided by the
115 legislature at Town Meeting. Mr. Oleson stated that \$200K could be used up on a wear coat for
116 Shepherd Home Road (a bond road that was unfinished by the previous road agent.) Mr. Oleson
117 stated that he needs a few more weeks to assess the roads after winter. Mr. Oleson agrees that
118 the CIP needs funding however there needs to be an initial investment into the roads up to \$6M to
119 bring them up to today's needs; Selectman Weider reminded Mr. Oleson that the roads will never be
120 caught up. The CIP keeps the tax base constant rather than sudden peaks in funding; the CIP
121 funding can be drawn down in the second year so there is a lag of another year before Mr. Oleson
122 would get that funding. The BOS discussed the road bond debt that is retiring in 2014 which would
123 be an additional \$200K into the CIP funding for Highways and the Highway Block Grant
124 funding(\$118K)could go in there too -this could mean that Highway equipment purchases can be
125 made in a couple of years. Selectman Cannon would like to see his tax money go to work right away
126 rather than be caught up in a fund. A \$6M road bond would amount to \$1.97 / 1000 in additional
127 taxes per year plus the CIP funding which is \$1.05 / 1000 -the taxpayers cannot afford that much.
128 At least money into the CIP means some road repairs whereas a road bond being voted down means
129 no funding at all. Selectman Weider has seen some Towns bond there entire CIP but a bond requires
130 a 2/3 majority vote which is difficult. Mr. Oleson stated that plowing takes more time with the
131 roads in the current poor condition and on some roads he has to use extra salt because of the risk
132 of ice. Selectman Weider stated that the legislature easily passed the School budget for \$11M
133 however the \$3M Town budget is always a long and drawn out decision; Mr. Oleson could try for the
134 road repairs warrant article and if it fails then try to get the CIP funded. Chairman Landau thinks
135 there could be a larger turnout at Town meeting because of the discussion of a warrant article
136 regarding Chester College. Chester College cannot be a bond because a bond restricts the usage too
137 much and can affect any lease options.

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140 Selectman LeBlanc would like to see the CIP information on CCTV before Town meeting as well as a
142 public meeting on the CIP and how it works with a slideshow etc. The BOS will dedicate some time
during the April 25th BOS meeting to discussion / Q & A regarding the CIP and the CCTV team will
record it for replay.

144 Mr. Oleson stated that he feels the BC has been negative towards him since he became the road
146 agent; Selectman Weider stated that the BC is there for budget checks and balances as requested
by the legislature.

148 **III New Business**

150 *3.1 Livestone Church -six members of the church attending (see list above)*

152 Mr. Baker stated that the church was there to officially donate a 10 burner stove with double oven
to the Town for Stevens Hall. This stove has replaced the 1940 Garland stove that was inoperative.
154 This will be invaluable for catering small gatherings at the hall. Selectman Weider made a motion to
accept the stove from Livestone Church on behalf of the Town; Selectman LeBlanc seconded. The
156 BOS were unanimously in favor; so moved. Mr. Baker expressed thanks to the BOS for allowing
their church to meet at Stevens Hall each week. Selectman Cannon asked the church to encourage
158 their members to attend Town Meeting.

160 **IV Selectmen's Business**

162 *4.1 Roundtable*

164 *Selectman LeBlanc:*

- 166 • Selectman LeBlanc requested that any non-public sessions be held at the end of the BOS
168 meetings because it is time consuming for the CCTV volunteers to edit the tapes for
170 playback on the CCTV channels with all the breaks early in the meeting. Selectman Cannon
172 stated that it depends on who is attending the meeting as to when a non-public / executive
session is held during the meeting because the Town would not want to keep an attorney on
the pay clock until the end of their meetings. Selectman Weider asked why there are more
174 limitations on the CCTV playback right now; Selectman LeBlanc stated that the committee is
176 working with Comcast to get new equipment that is compatible and suitable for digital
178 playback which should make life easier.
- 180 • Selectman LeBlanc stated that he called three companies to price propane for the Town;
182 the Town is currently on the open market for their propane because they exceeded the
annual allowance on the current contract however even with the open market price, the
Town is still saving 4c / gallon with the existing company. The existing company is willing to
guarantee the current rate for 1 year however there are additional savings staying with the
same company for a 3 year lease because there is no need to drain down and reclaim tanks
each year when customers change providers however they cannot lock in the propane rate
for all 3 years. The BOS can decide on a 1 year contract however the legislative body has to
decide on a 3 year contract.
- 184 • Selectman LeBlanc stated that a resident has offered to take care of the gardens in front
of the Town offices and by the flagpoles this year. Selectman Cannon made a motion to have

186 Andrea Christie voluntarily work on the Town gardens as stated above; Selectman LeBlanc
187 seconded. All of the BOS were unanimously in favor; so moved. Ms. Christie will utilize the
188 local garden center for supplies. Another volunteer has offered to run the kitchen bookings
189 and keep it clean for the Town which would save Ms. Martin some work. However once the
190 Finance department coverage increases then they will be able to oversee this area including
191 the revenues from the kitchen rentals. All the interested parties will be asked to attend an
192 upcoming BOS meeting to discuss this further.

193 *Selectman Cannon:*

- 194 • Nothing at this time.

195 *Chairman Landau:*

- 196 • Chairman Landau has spoken with the Town attorneys regarding the contract with Waste
197 Management. The Town attorneys and WM will speak further on these items but they are
198 not critical to the contract being signed and returned to WM for an additional discount
199 before April 1st 2013. Chairman Landau made a motion to sign the WM contract as provided
200 to the BOS tonight; Vice-Chairman Hagan seconded. Selectman Cannon abstained from the
201 vote; the rest of the BOS were in favor; so moved. The BOS thanked Andrew Hadik for his
202 work on this contract renewal and this represents a savings of \$12K for the Town per year
203 over the previous contract.
- 204 • Chairman Landau passed some documents for signature to the BOS. The MPR roof
205 replacement contract needs to be awarded; the contract has to be written to show that
206 payment is pending passage of the warrant article at the May Town Meeting and payment
207 can be made after July 1st 2013. The BOS will ask the contractor to hold their bid price
208 through this time. The Town engineer advised the BOS that the only difference between
209 bid #2 and the others is that it is thicker material. The engineers also had concern with
210 adding additional insulation because the snow will not melt at the same rate across the roofs
211 which could cause overloading of the trusses. There are 4 inches of insulation right now.
212 Selectman LeBlanc feels that bid #5 should be considered favorably because they are the
213 company that honored an existing warranty on the roof on the Town offices. Selectman
214 Cannon would like to go with the lowest bid because there is a substantial saving for the
215 Town. The RFP was very clear and if they are qualified with the required insurance then
216 award it to them. The BOS needs to find out how much reducing the insulation will affect
217 each of the valid bids. The BOS would like bidder #2 to come in and explain their proposal
218 to make sure the BOS is more comfortable with them before making a final decision. Vice-
219 Chairman Hagan stated that this is a prudent and reasonable idea; bidder #2 will be invited
220 to the April 11th BOS meeting.
- 221 • Chairman Landau passed a list of properties with tax liens on them as of April 3rd 2013 -
222 they include the LeClair property. Chairman Landau made a motion for the BOS not to
223 accept the lien on the LeClair property; Selectman Weider seconded. The BOS was
224 unanimously in favor; so moved.
- 225 • Chairman Landau stated that a resident had tried to pay in cash for a motor vehicle renewal
226 however he only had \$100 bills and the Town Clerk does not accept bills over \$20 therefore
227 the man had to use his credit card and was charged a fee of \$5.82 for the convenience. The
228 resident is asking for reimbursement of the credit card fee due to the Town policy with

230 \$20 bills. Chairman Landau made a motion to reimburse the resident for \$5.82 for credit
232 card fees; Selectman LeBlanc seconded. All of the BOS were in favor; so moved.

Vice-Chairman Hagan:

234 • Nothing at this time.

236 *Selectman Weider:*

• Nothing at this time.

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The next meeting of the BOS will be Thursday April 4th at 7pm.

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4.2 *Public Comment: none.*

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4.3 *Non-Public Session*

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8:50pm

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Selectman Cannon moved that the Board go into anon-public session under RSA 91A:3 II (c)
248 reputation. Selectman Weider seconded the motion. The vote was unanimous in the affirmative; so
250 moved.

9:08pm

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Selectman Weider moved that the Board come out of non-public session; Selectman Cannon
254 seconded the motion. The vote was unanimous in the affirmative; so moved.

256 Selectman Cannon moved that the minutes from the non-public session be sealed for a period of 1
258 year; Selectman LeBlanc seconded the motion. The vote was unanimous in the affirmative; so moved.

V Adjournment

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Selectman LeBlanc moved to adjourn the meeting; Selectman Weider seconded the motion. The vote
262 was unanimous in the affirmative; so moved.

264 The meeting was adjourned at 9:12pm.

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Respectfully Submitted,

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Sarah E Scanlan