

**Town of Chester  
Board of Selectmen Meeting  
Thursday, March 5, 2015  
Municipal Complex  
FINAL Minutes**

2  
4  
6  
8  
10  
12  
14  
16  
18  
20  
22  
24  
26  
28  
30  
32  
34  
36  
38  
40  
42  
44  
46  
48  
50  
52

**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  
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:  
Jack Cannon  
Joe Castricone  
Joseph Hagan  
Stephen Landau  
Selectmen absent:  
Richard LeBlanc

Members of the Public present, at various times:  
Leroy Scott  
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:*

Mr. Landau mentioned that Member Richard LeBlanc and Maintenance Supervisor Tony Amato were recuperating from hospital stays/operations and they were wished well.

Three non-public sessions were added to the agenda: two under RSA 91-A: 3, II (a) – Compensation and one under RSA 91-A: 3 II (c) - Legal.

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. The School District meeting will be next Monday, March 9 at 7 PM in the cafetorium.

*1.5 Public Comment: N/A*

**II. Old Business**

*2.1 Approval of Minutes:*

54 The approval of minutes was tabled.

56 **III. New Business**

58 *3.1 Review of Warrant Articles*

60 WARRANT ARTICLE REVIEW:

62 There was discussion about the 20 Warrant Articles.

64 <i>W.A. TITLE</i>	<i>COST</i>	<i>DISCUSSION</i>
C.I.P (Town of Chester Capital Improvements Plan)	\$4,500	The members felt it was important to update the CIP and make it useful for the Town.
FIRE TANKER TRUCK	\$395,000	10-year lease purchase agreement of 3,000-gallon tanker truck for the Fire Dept. The first payment of \$50,142 will be made in 2016. Mr. Cannon noted that someone would need to speak to the justification of this Article. Dr. Hagan would support the Chief's request but agreed that he would need to present a strong case for it. He will ask the Chief why the first payment would be \$50,000. Mr. Landau wondered if the Article passed, would it be of benefit to put funds in the CIP or Capital Investment to have funds for next year. He would see if this equipment was listed in the CIP.
FIRE FIGHTER/EMT	\$76,567	\$37,000 for wages; \$39,567 for benefits (family plan plus other) The Fire Chief would need to help justify the need for this as well; an issue was working hours of the week. Mr. Castricone wondered how Chester fared compared to similar towns, in calls and volunteers. Dr. Hagan had spoken with other Selectmen who were in a similar situation and he noted that this was a national problem (small-town volunteer Fire Departments under stress); he felt this was a "gift that keeps on giving" (full-time fire fighter). Mr. Landau mentioned that he got an email from a citizen who noted that Derry had a \$6million budget cut and there was concern how that would affect service in Chester. There was discussion about having dialog with the Derry Town Administrator about the contract in ambulance service and supplying Chester with Fire support, etc. and possibly come up with a mutual aid situation to enable all to hire/regionalize some staffing. The contract required Derry to provide one year notice with any desire to terminate. A meeting could be arranged after Town Meeting.
REVALUATION	\$15,000	To add to the Town Revaluation Capital Reserve Fund established in 2009 to prepare for the next revaluation in 2016.
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 increasing this instead of the plow line so money would be there if it wasn't used. However, the members decided to see what next year's weather was (this was the first year in many where the full amount was not expended).
MPR FLOOR	\$55,000	To renovate the floor of multipurpose room. Mr. Landau reported on information that he received about the MPR floor (from the builder of MPR) who was interested in helping. It was explained that holes would need to be drilled for relative pressure and humidity testing since there was concern about the floor lifting. Mr. Landau would get the cost of this. Bids have gone out. Mr. Cannon felt that the floor should be analyzed, a bid package created and bids received and that there was not enough time to accomplish this before Town Meeting. The members agreed to leave the Article on for the moment until quotes were received.
POLICE VEHICLE	\$42,000	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). It was agreed that justification should be prepared for the purpose of this Article. There was no tax impact.

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. A question was posed if money should still be put in if the Police Vehicle Article failed. The members agreed with this Article at least. There was a tax impact but only half the cost.
BUILDING IMPROVEMENT CAPITAL RESERVE	\$18,500	To add to the building improvement maintenance capital reserve for an oil tank. Mr. Castricone noted that this Article needed to be reworded. Mr. Landau suggested looking into having a heavier/sturdier tank; Mr. Castricone would look into this. He said bids were being received for the pipe lining.
UNANTICIPATED CAPITAL RESERVE	\$3,000	\$3,000 to be added to the Town Unanticipated Maintenance Capital Reserve Fund.
300 <sup>th</sup> ANNIVERSARY	\$5,000	\$5,000 to be added to the 300 <sup>th</sup> Anniversary Celebration Capital Reserve Fund.
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. This covered software, hardware and operation (volunteers would be used). Mr. Castricone said that the consultant offered to speak to this/give out information at Town Meeting.
Wason Pond Fence	\$6,000	For the purpose of Wason Pond Field Fence. Mr. Landau said he has been to Wason Pond meetings and has heard differing opinions on this. He suggested the idea of using large stone barriers to keep vehicles off the fields (vs. a chain link fence). He favored seeing open field. Mr. Castricone said he supported this Article because he was the liaison but he said that the fence would keep children and supplies (e.g. soccer balls) inside that area. He said that the chain link needed to be a certain color but Mr. Landau was not sure. He spoke about people not wanting Wason Pond to be a drain on the (Town) economy. The members decided to leave this Article for now and pull it later if necessary.
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.
Wason Pond Bath House	\$12,000	This was the total cost to do all the work, using money from the undesignated fund balance
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). Mr. Cannon felt this might be another project that was in jeopardy of making it to Town Meeting due to time constraints. Mr. Landau said it should be stated how far on the road this classification would be; he would ask Atty. Gorrow. Dr. Hagan said that the Road agent would need to justify how this project could be done in a timely manner. He further said that conceptually they were supportive of the process, since Town trucks needed to get in and out safely with heavy equipment. There was discussion about the possibility of requiring just added material, in which case there would be no need to reclassify the road. They would inquire about this (to do what was needed).
P/T ANIMAL CONTROL OFFICER	\$3,000	For a Part-time Animal Control Officer (3-4 hours/week; 50 weeks/year: someone to be brought in, with experience who had police capability and jurisdiction but could handle animal control). The person would enforce dog licensing etc. Someone would need to speak to this.
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. Mr. Castricone wondered about the change in raising/appropriation of funds in the budget. Mr. Landau liked how it was currently done, saying that it was open for everyone to review (nothing hidden), though the change would be easier for the Trustees.
RECREATION DIRECTOR	\$35,000	To change the part-time Recreation Director to full-time, with benefits. The \$35,000 was over the existing budget line. Mr. Landau said that this would

		need justification (presented at Town Meeting).
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 removing the name "John Deere" from the Warrant Article since it would need to go to bid if it passed. He proposed replacing the name to "multi-use tractor". The maintenance crew would need to be qualified to operate the equipment and that the mower would help with Wason Pond field.

66 Mr. Landau noted that the question of CIP funding would need to be discussed at a later date.

68 **IV. Round Table**

70 Mr. Cannon spoke about the analysis that he and Ms. Smith did of employee contribution rates, noting  
 72 there had been increases in insurance premiums. The last time adjustments were made to contribution  
 74 packages was about 4-5 years ago; he suggested that the Board consider if changes needed to be made  
 76 to that. Mr. Castricone said that 2% increase on benefit contribution would be on a person's salary but  
 going to 4% would cause problems because the ration of salary to the insurance increase would be high.  
 There was a flat fee on plans so if there was a cost increase to what they paid, it had nothing to do with  
 their pay. He would send his spreadsheet to the Selectmen.

78 Dr. Hagan mentioned the Rockingham County Budget (\$80 million) which had "overwhelming support." The  
 80 major players were: long-term care/County Nursing Home, assistance and Dept. of Corrections.

82 Dr. Hagan mentioned that the NH Bar Association was sponsoring a foreclosure relief project. Locally,  
 there would be meetings in Salem (March 11), Derry (July 15), and Raymond (October 14).

84 Mr. Landau mentioned that Atty. Gorrow and he got a letter from the Attorney General's office in the matter  
 86 of LeClair's garage. A request/questions was sent to the Building Inspector, Police Chief, Fire Chief, and  
 D.E.S. so they could provide information to the A.G. Office. Mike Tierney was not yet contacted since they  
 were just bringing this to status.

88 An email was sent to Mr. Landau, Chief Antoine and Pat Martin from the engineer regarding the Edwards  
 90 Mill Dam project, phase I of which would be done March 6, 2015. Phase II Was not originally put in as a  
 92 Warrant Article this year but there was a question if one should be drafted. The DES was told that Chester  
 would be doing this soon (cost of around \$70,000). The Town had agreed that the contractor was to  
 94 continue the project, so Mr. Landau wondered if a contractor could be held to the same price for a year.  
 The Selectmen agreed to wait a year.

96 There was a letter from David Preece, from Southern NH Planning Commission (SNHPC), inquiring about  
 98 the Town's interest in joining in on a regional energy plan. The Selectmen would forward this to the SNHPC  
 member to follow up on finding out if this plan would be beneficial for Chester.

100 C.A.R.T had a new Executive Director and they wanted to approach the Selectmen with some things. The  
 102 Selectmen thought of arranging a time after Town Meeting.

104 Mr. Landau said that Tom Boll had looked at the engineering plan/roof evaluation and concluded that the  
 46 per sq. foot was in compliance and the snow load was under that.

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

108  
 110 *At 8:30 PM, Stephen Landau made a motion to enter into non-public session per RSA: 91-A: 3 II (a)  
 Compensation (SESSION I) and (c) Legal (SESSION II). Joe Castricone seconded the motion. Motion  
 passed 4:0. Roll call*

112 **VI. Return to General Session**

114 *At 9 PM, Stephen Landau made a motion to return to general session. Joe Castricone seconded the motion. Motion passed 4:0. Roll call.*

116 *Stephen Landau made a motion to seal for 6 months the March 5, 2015 Session I non-public minutes per*  
118 *RSA: 91-A: 3 II (a) Compensation. Joe Castricone seconded the motion. Motion passed 4:0.*

120 *Stephen Landau made a motion to indefinitely seal the March 5, 2015 Session II non-public minutes per*  
122 *RSA: 91-A: 3 II (c) Legal. Joe Castricone seconded the motion. Motion passed 4:0.*

122 **VII. Adjournment**

124 *Stephen Landau made a motion to adjourn at 9:01 PM. Joe Castricone seconded the motion. Motion*  
126 *passed 4:0.*

128 Respectfully Submitted,  
Susan Perry

130