

**Town of Chester
Board of Selectmen Meeting
Thursday, May 8th, 2014
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
- Ruth Ray Building (Post Office) Contract Award
- Update on Fire Department Issues
- Disposal of Surplus Equipment
- Transfer Station Roof Bid Opening/Award
- Roundtable
- Public Comment (10 minutes)
- 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
- Joseph Hagen
- Stephen Landau
- Richard LeBlanc

Members of the Public present, at various times:

- Richard Antoine, Fire Chief
- Jeff Geary
- 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 will be one non-public session, on Reputation.

1.5 Public Comment

54 As no Members of the Public wished to be heard, Public Comment was closed at 7:06pm.

56 **II. Old Business**

58 *2.1 Approval of Minutes*

60 *April 24th, 2014:* One edit was made, to line 72; the door trim will be included, not priced separately.
62 Selectman Cannon moved to accept these minutes as amended; Selectman Castricone seconded the
64 motion. The vote was four in favor with Vice-Chairman Hagan abstaining due to absence from the
66 meeting in question; so moved.

66 *2.2 Ruth Ray Building (Post Office) Contract Award*

68 The documentation provided by Bidder #1 was perused. It was noted that Walcott windows are not
70 available; Jeld-Wen will be substituted and the vendor will cover the higher cost. Tri-State Waste
72 Management will be handling disposal of the hazardous materials. The vendor can get paint cheaper
74 than the Town, so that will remain in the bid. The Certificate of Insurance and decking quote were not
76 included, and will be requested by Selectman LeBlanc.

78 Selectman Castricone is concerned that the quote is for \$20k more than the amount available. It was
80 noted that the funds allocated to this project in the current budget were expected to only cover two
82 sides of the building, and this quote is for the entire building. Selectman Cannon stated that upon
84 perusal of the current budget, he believes some if not all of the extra \$20k can be found this year.
86 Chairman Landau also pointed out that the vendor’s terms are 50% before work begins, and 50% after
88 it ends, which will be in the new fiscal year; any extra funds found in this year’s budget would be
encumbered.

88 Chairman Landau moved to award the Ruth Ray Building Contract to Bidder #1, conditional upon the
90 receipt of the Certificate of Insurance and the decking quote; Selectman LeBlanc seconded the motion.
92 The vote was four in favor with Selectman Castricone opposed; so moved.

94 Bidder #1 was identified as American Eagle out of Nashua. Their bid is for \$60,603.

96 **III. New Business**

98 *3.1 Update on Fire Department Issues*

100 Fire Chief Antoine appeared before the Board to update them on a number of issues.

102 Fire Department Addition

104 Gregsak performed the site plan review and application for the proposed Fire Department addition.
106 There were items missing from the plan that the Planning Board wished to have included, and a clerical
error on the application; these have been corrected. The insurance is in place. Dubois & King has
reviewed the plan and is working with the Builder, who is aware of the delay.

108 Selectman LeBlanc asked if there would be any need to move the fuel tanks in order to accommodate
100 this addition; there is not.

102 Site Plan review is at the next Planning Board meeting on Wednesday, June 1st. Fire Chief Antoine will
104 return to the Board of Selectmen to update them after that meeting.

106 Septic

There was a septic backup at the Fire Station, which is ~14 years old. The system was dug out and

108 pumped. A pipe which had broken and was patched two years ago had cracked again and allowed rocks
and other debris in, the filter was clogged, and trees/bamboo are growing in the (minimum sized) leach
110 field. The cleanouts and D-Box were found. A conduit box might perhaps be installed over the pipe
that sticks up out of the ground in order to provide protection and prevent future damage. The leach
field should be inspected by a professional; Chairman Landau suggested that this take place in July.

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Reverse 9-1-1

114 It is not financially feasible for Chester to have its own Reverse 911 program. This is a program by
which recorded notification telephone calls are made from the Town to residents’ landlines and cell
116 phones. The School has such a program, but the Town is not permitted to utilize it.

118 The State of New Hampshire has a Reverse 911 program that can be dovetailed into with no fees
charged to the Town, as it is paid for by the State Enhanced 911 tax. This is strictly for emergencies,
120 and only Fire Chief Antoine and Police Chief Burke can initiate it. Usage can be arranged verbally, with a
written follow-up. The Chiefs will develop a written policy, which will include alerting the Board of
122 Selectmen when the program is used.

124 Chairman Landau moved to accept the State of New Hampshire Reverse 911 System with Fire Chief
Antoine and Police Chief Burke as the responsible parties; Vice-Chairman Hagan seconded the motion.
126 The vote was unanimous in the affirmative; so moved.

Edwards Mill Dam

128 Chairman Landau referenced an article in the Tri-Town Times about Edwards Mill. The State has
approved the split of the repair plan, and the Town is awaiting the RFP from Dubois & King. It is hoped
130 that the RFP will arrive tomorrow (Friday, May 6th, 2014). Some dredging will be allowed. The Town
has somewhere between \$45-57k available for the first half of this project; the second half will be
132 funded in a future budget cycle.

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Chairman Landau would like to designate Fire Chief Antoine as the responsible party for the project, as
136 Edwards Mill Pond is a fire pond. Fire Chief Antoine is comfortable with this and with being the BOS
liaison. Selectman Castricone suggested that Administrative Assistant Martin prepare a Letter of
138 Authorization for Fire Chief Antoine for the Board to sign.

140 Fire Chief Antoine departed the meeting at 7:31pm.

142 *3.2 Disposal of Surplus Equipment*

144 The White Farm was contacted about the Town’s surplus equipment; they stated that nothing was worth
much money other than the chipper. Vice-Chairman Hagan will discuss the chipper, which needs to be
146 removed from GASB, with Road Agent Oleson to see what work it requires. Selectman Cannon asked
that the equipment be disposed of in an environmentally friendly manner.

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Chairman Landau moved to dispose of the surplus monitors and copier/printers in an environmentally
150 friendly manner; Selectman Castricone seconded the motion. The vote was unanimous in the
affirmative; so moved.

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3.3 Transfer Station Roof Bid Opening/Award

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Two bids were received for the Transfer Station Roof.

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Bid #1: The total bid was \$27,362 which breaks down as follows:

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\$13,070 Materials

160 \$ 3,682 Equipment Fees
\$10,610 Labor

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164 The work is expected to be completed in thirty (30) days unless the Board of Selectmen approves an adjustment.

166 Bid #2: The total bid was \$10,000 which breaks down as follows:

168 \$5,500 Materials
\$1,250 Equipment Fees
170 \$3,000 Labor
\$ 250 Trucking

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It is unclear from the bid if foundations are included; the price seems low.

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176 Chairman Landau will call both bidders, and further discussion will take place at the next meeting, which is likely to be May 29th, 2014. The funds do not need to be encumbered until the end of June, so undue haste is not necessary.

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IV. Selectmen’s Business

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4.1 Roundtable

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Selectman Cannon:

- 184 • The new signage at Wason Pond is a problem. The signs were enlarged and installed in order to prevent an ‘ignorance’ defense by those caught performing illegal actions on the property.
- 186 However, the signs’ location on the outside of the fence means that they can only be read by a car stopped in the middle of the roadway. He asked that they be put inside the fence, perhaps in the parking area. This, however, could cause an issue with the property’s conservation easement. Chairman Landau will speak with the Wason Pond Commission.

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Selectman LeBlanc:

- 192 • The support piping and stone surround for the cannons is in place on the common in front of Spolletts, awaiting installation of the cannons.
- 194 • The missing septic has been located; this was done by the vendor who last pumped it when Carl Morin was Road Agent.

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Selectman Castricone:

- 198 • A landscaper has raked and reseeded two-thirds of Wason Pond. Field of Dreams is paying for this work.
- 200 • Soccer has started in the field behind the Municipal Complex; persons attending meetings on Wednesday nights should be prepared for many cars.

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Vice-Chairman Hagan:

- 204 • He attended the installation of the new officers at the American Legion. The building is looking nice, and thanks are due to Gladys Nicoll for starting the process and Dick Trask and his crew for doing the work. A Ham & Bean dinner fundraiser is planned for Saturday, May 24th, 2014 from 5pm – 7pm.

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Chairman Landau:

- 210 • He received a call from Bill Watson, head of the DOT Highway Block Grant program. Mr. Watson has received a half-dozen calls about the two warrant articles utilizing Highway Block Grant funds in this year’s Warrant. Mr. Watson confirmed that there was no issue utilizing the funds in

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- 214 the fashion the Warrant Articles specify, and is willing to procure a letter stating so from the
DOT Attorneys if necessary.
- 216 • Chairman Landau also addressed the 102/121 intersection with Mr. Watson. The DOT does not
consider this the most dangerous intersection in the state, but confirms that it’s a problem.
There was some discussion about lowering the road to assist in visibility.
 - 218 • Correspondence was received from the new director of CART, Annette L. Stoller, looking for a
Letter of Authorization for the Town’s CART representative. Chairman Landau will research and
220 discover who the representative is.
 - 222 • Correspondence was received from Paula Dow of Northeast Resource Recovery Association.
They are hosting a Tub Raffle at their annual conference, and are looking for raffle items. If
anyone is aware of a company that might like to donate, please speak up.
 - 224 • Correspondence was received from Elizabeth LaRocca, Community Relations Representative from
PSNH, about the pole attachment agreement. RSA 236:75 prohibits attaching any item
226 (signage, banners, flags, etc.) to a utility pole without prior consent. The public should be
aware. This correspondence will be left in Administrative Assistant Martin’s office.
 - 228 • Correspondence was received from Dianna Charron on behalf of the Supervisors of the Checklist.
As of May 30th, 2014, their computer will no longer be able to access the State website, as it
230 runs on Windows XP. The Supervisors will use their home computers after that date until a new
computer for their office is procured; however, that new office computer must be in place by
232 September 2nd, 2014.
 - Town Clerk Gagnon’s printer needs to be replaced.
 - 234 • Town Elections will be held this coming Tuesday, May 13th, 2014, from 7am – 7pm. There is one
contested election and three zoning regulations that require votes. As Chairman Landau and
236 Vice-Chairman Hagan are running for office, they cannot supervise; the other three Selectmen
will be available. Chairman Landau plans to bring 6-8 Boy Scouts in to observe the counting in
238 order to work towards their Citizenship badge.
 - Town Meeting is at 9am on Saturday, May 17th, 2014. Sons of the American Legion will be
240 providing refreshments. Moderator Michael Scott should be contacted with any questions.

242 *4.2 Public Comment*

244 Selectman Castricone asked Leroy Scott if he could hear the proceedings, as the Meeting Room A/V
equipment had been worked on today; Mr. Scott stated that he could.

246 As no other Members of the Public wished to speak, Public Comment was closed at 8:20pm.

248 *4.3 Non-Public Session*

250 Selectman Castricone moved to go into non-public session under RSA 91A:3 II (c) Reputation;
252 Selectman LeBlanc seconded the motion. The vote was unanimous in the affirmative; so moved.

254 The meeting room was closed at 8:23pm.

256 The meeting room was re-opened at 8:54pm.

258 Selectman Castricone moved that the Board come out of non-public session; Vice-Chairman Hagan
seconded the motion. The vote was unanimous in the affirmative; so moved.

260 Selectman Castricone moved that the Board seal the non-public session on Reputation for an indefinite
262 period; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.

264 **V. Adjournment**

266 The next meeting of the Board of Selectmen is Thursday, May 29th, 2014 at 7pm in the Meeting Room.

268 Selectman LeBlanc moved to adjourn the meeting; Vice-Chairman Hagan seconded the motion. The vote was unanimous in the affirmative; so moved.

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The meeting was adjourned at 8:56pm.

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276 Respectfully Submitted,

278 Debra H. Doda