

**Town of Chester
Board of Selectmen Meeting
Thursday, October 23rd, 2014
Municipal Complex
Approved Minutes**

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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
- Downing v. Town of Chester – Meeting with Counsel
- Rich Antoine, Fire Chief – Proposed Non Public
- Rhonda Lamphere, Treasurer – Draft Investment Policy
- Buxton Estates
- Sandown Evacuation Drill
- Roundtable
- Public Comment
- Non-Public Session
- Adjournment

1.1 Call to Order

Chairman Landau called this meeting of the Town of Chester Board of Selectmen to order at 7:00pm.

1.2 Roll Call

Selectmen present:

- Jack Cannon
- Joe Castricone
- Stephen Landau
- Richard LeBlanc

Selectmen absent:

- Joseph Hagen

Members of the Public present, at various times:

- Rich Antoine, Fire Chief
- Stephen D’Angelo
- Diane Gorrow, Town Counsel
- Charlotte Lister
- Matt Rittenhouse, Tri-Town Times
- Leroy Scott
- Richard Sibley
- And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Landau led the attendees in the Pledge of Allegiance.

54 1.4 *Additions and Deletions*

56 There were two items added to the agenda: (1) a discussion of land accepted by the Conservation
58 Commission from Buxton Estates, and (2) a non-public session on Pending Litigation.

60 1.5 *Public Comment*

62 Richard Sibley stood and was recognized. He stated that he had been present at the demonstration in
64 front of Vice-Chairman Hagan’s house on October 11th, and denied that the protestors were unruly or
66 that they had blocked his driveway. He stated that the protestors were well-behaved, and that in his
opinion the event at Vice-Chairman Hagan’s home was open to the public. He stated that they had
moved 30’ away from his driveway at the behest of the police, and that he had a video of that
conversation. He also thanked Mrs. Hagan for kindly bringing them coffee.

68 Charlotte Lister stood and was recognized. She stated that the protestors had never been on Vice-
70 Chairman Hagan’s property nor blocked his driveway, and yet two police officers responded. She stated
72 that they were not rowdy, nor were they angry; that Vice-Chairman Hagan was the only person who was
angry, and that he had made partisan comments during the previous meeting and should be
reprimanded.

74 Selectman Cannon asked why the Board of Selectmen was getting involved with this subject. Chairman
76 Landau noted that Ms. Lister had brought it up during Public Comment at last week’s meeting, and Vice-
Chairman Hagan, who is at a different meeting tonight, had responded later during that meeting as a
point of personal privilege.

78 Leroy Scott stood and was recognized. He asked if there was any progress on the Transfer Station Roof.
80 Selectman LeBlanc stated that he speaks with the vendor on a daily basis. He learned today that the
82 first subcontractor did not wish to return, so the vendor is looking for another one and will call
Selectman LeBlanc tomorrow.

84 Mr. Scott also asked if there was any update on the Edwards Mill Dam work; there is not.

86 As no other Members of the Public wished to be heard, Public Comment was closed at 7:11pm.

88 **II. Old Business**

90 2.1 *Approval of Minutes*

92 This subject was not addressed tonight.

94 **III. New Business**

96 3.1 *Downing v. Town of Chester – Meeting with Counsel*

98 Chairman Landau moved to go into non-meeting under RSA 91-A:2 (b) Consultation with Legal Counsel;
100 Selectman Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan
absent; so moved.

102 The meeting room was closed at 7:13pm. Town Counsel Gorrow remained in the meeting room.

104 The meeting room was re-opened at 7:56pm, and the public meeting reconvened.

106 3.2 *Rich Antoine, Fire Chief – Proposed Non Public*

108 Selectman Cannon moved to go into non-public session under RSA 91-A:3 II (a), Public Employees;
110 Selectman LeBlanc seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent;
so moved.

112 The meeting room was closed at 7:57pm. Town Counsel Gorrow and Fire Chief Antoine remained in the
meeting room.

114 The meeting room was re-opened at 8:19pm.

116 Chairman Landau moved that the Board come out of non-public session; Selectman LeBlanc seconded
118 the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

120 Chairman Landau moved that the Board seal the non-public session for an indefinite period; Selectman
122 Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so
moved.

124 Town Counsel Gorrow and Fire Chief Antoine departed the meeting at 8:20pm.

126 *3.3 Rhonda Lamphere, Treasurer – Draft Investment Policy*

128 Treasurer Lamphere appeared before the Board to discuss a number of issues.

- 130 • Tax rate setting is on schedule; perhaps next week. Town Clerk Gagnon is concerned about the
printing deadline, but there is nothing that can be done.
132 • The large school payment has been made.
134 • County taxes are due December 17th, 2014.

136 Treasurer Lamphere will take over the responsibility of preparing and making deposits in November, as is
her right and duty under NH RSA. Checks will potentially be deposited using a remote scanner, but cash
138 will need to be taken to the bank; there is apparently very little cash collected, as the Town Clerk
accepts credit cards as well as checks. Treasurer Lamphere will advise the Police Department when she
140 transports cash. According to the Town’s insurance carrier, the Treasurer is bonded when carrying cash;
the Police Department is not. Should a future Treasurer wish to make changes to this procedure, that
will be his/her prerogative; delegation to the Deputy Treasurer is always a possibility

142 She has spoken about the Town’s investment policy with Administrative Assistant Martin and Finance
144 Director Smith, but neither has been able to locate one. This has been an issue with the Auditors.
Barbara Reid, her liaison at DRA, provided her with policies from other towns. She selected Allentown’s
146 policy, and provided copies to the Board. She would like the Selectmen to peruse the policy, and plans
to return on either November 20th or December 4th to follow up.

148 There was some discussion about possibly switching banks away from Citizens, who the Town has been
150 banking with for approximately a dozen years. TD Bank has been pursuing the Town’s business.

- 152 • Citizens Bank is currently streamlining operations in order to become more attractive to a buyer.
One of Treasurer Lamphere’s issues is the closing of the dedicated Government Banking Group in
154 Manchester, forcing the Town’s needs to be addressed at a generic Customer Service telephone line
in Rhode Island; TD Bank has a Municipal Division in Bedford.

- 156 • Treasurer Lamphere handed out a spreadsheet comparing actual interest income from Citizens
158 compared to estimated interest income for the same period from TD Bank; the Town would have
earned an additional ~\$5,500 had its money been invested in TD Bank. One issue is that funds in

160 the General Fund account earn no interest at Citizens; as a result, the majority of funds are kept in
162 the Investment Account, and frequent transfers have to be made to cover payables. At TD Bank,
the General Fund account would earn interest.

- 164 • TD Bank has offered a remote scanner to the Town at no charge, whereas Citizens has asked \$1,500
166 for theirs; this is the reason that checks have not been scanned previously.
- 168 • Treasurer Lamphere also finds Citizens’ fraud protection solutions to be overly expensive, compared
170 to TD Bank, who supplies the same solutions for free. Selectman Cannon asked if there would be a
contract in place, specifying how long those solutions would be free; Treasurer Lamphere did not
know, but will check.
- 172 • Unlike Citizens Bank, TD Bank offers municipal loans. Procuring a municipal loan (such as the new
174 truck lease) through Citizens Bank would require the involvement of Attorneys. That said, Treasurer
Lamphere noted that the interest rate on the new truck lease was 5.9%; she called Citizens, who
176 quoted her a rate of 2.5%, and the Leasing Company agreed to match that.
- 178 • TD Bank is on the list of the top 50 safest banks; Citizens didn’t make the list. (Selectman Cannon
asked Treasurer Lamphere to double-check this list.)
- 180 • There are 17 TD Bank branches in Rockingham County, they would pick up all transfer costs, and
there would be no interruption to employees.

182 There would be downsides to switching banks, of course; the time and effort needed to make the
184 change, new software to learn, new credit cards to procure, account numbers to input for direct deposit.
The plan would be to switch all small accounts first, and the General Fund account last. Treasurer
186 Lamphere expects that this would take approximately two months

188 Selectman Cannon suggested that Citizens have the opportunity to meet TD Bank’s offer. Chairman
Landau suggested contacting other banks, such as Bank of America. (Treasurer Lamphere has spoken
190 with ~10 other Municipal Treasurers, and none have mentioned using Bank of America; however, she
will check again.) Selectman Cannon would like to see balanced proposals. Treasurer Lamphere will
192 meet with Citizens to give them the opportunity to match TD Bank’s offer.

194 Treasurer Lamphere departed the meeting at 9:04pm.

196 *3.3 Buxton Estates*

198 The Conservation Commission has accepted a parcel on Haverhill Road/Route 121 from Jampol, LLC.
The parcel is listed variously as 35.35 acres and 36.27 acres, with 35.35 acres being presumed as
200 correct; according to the attorney, this is not an issue and will be straightened out by the Conservation
Commission. Selectman LeBlanc asked if this land was open to the public; Chairman Landau believes
202 that this is so.

204 The Public Hearings were in July 2013 and August 2014; the Board of Selectmen needs to vote to accept
as well.

206 Selectman Cannon moved to accept a parcel consisting of 35.35 acres for open space from Jampol LLC;
208 Selectman LeBlanc seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent;
so moved.

210 *3.4 Sandown Evacuation Drill*
212

214 Recreation Coordinator Sharon DeLuca will be handling this Evacuation Drill, which was requested by Sandown.

216 Chairman Landau moved to allow Sandown Public School to use the Town of Chester’s Multi-Purpose Room; Selectman LeBlanc seconded the motion. The vote was four in favor with Vice-Chairman Hagan
218 absent; so moved.

220 **IV. Selectmen’s Business**

222 *4.1 Roundtable*

224 *Selectman Cannon:*

- Nothing to report.

226

Selectman Castricone:

- He has worked with Finances to draw up a salary pool allocation, which includes two types of raises: a flat-rate Town-wide raise, and a merit raise. A new and improved appraisal process is
230 needed as well. The Town’s employees are its most precious assets. He would like the Board to
232 peruse this document, and be prepared to discuss it on November 6th, 2014. Budget time is
coming, and he would like to have figures ready in advance.

234 *Selectman LeBlanc:*

- Nothing to report.

236

Chairman Landau:

- Nothing to report.

240 *4.2 Public Comment*

242 As no Members of the Public wished to be heard, Public Comment was closed at 9:19pm.

244 *4.3 Non-Public Session*

246 Chairman Landau moved to go into non-public session under RSA 91A:3 II (e) Pending Litigation; Selectman Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan
248 absent; so moved.

250 The meeting room was closed at 9:20pm.

252 The meeting room was re-opened at 9:28pm.

254 Chairman Landau moved that the Board come out of non-public session; Selectman Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

256

258 Chairman Landau moved that the Board seal the non-public session for an indefinite period; Selectman Castricone seconded the motion. The vote was four in favor with Vice-Chairman Hagan absent; so moved.

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V. Adjournment

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264 The next meeting of the Board of Selectmen is scheduled for Thursday, October 30th, 2014 at 7pm in the Meeting Room.

266 Chairman Landau moved to adjourn the meeting; Selectman Castricone seconded the motion. The vote
was four in favor with Vice-Chairman Hagan absent; so moved.

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The meeting was adjourned at 9:29pm.

270

272 Respectfully Submitted,

274 Debra H. Doda