

**Town of Chester
Board of Selectmen Meeting
Thursday, October 29th, 2015
Municipal Complex
Approved Minutes**

I Preliminaries

- Call the Meeting to Order
- Roll Call
- Pledge of Allegiance
- Chairman’s Additions or Deletions
- Public Comment (10 minutes)
- Approval of Minutes
- Aaron Berube, Police Chief – Grant Acceptance
- Roundtable
- Public Comment
- Aaron Berube, Police Chief –Proposed Non-Public
- Great Hill Cemetery – Proposed Non-Public
- 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
- Dick Trask

Members of the Public present, at various times:

- Aaron Berube, Police Chief
- Don Brown, Great Hill Cemetery Trustee
- John Colman, Great Hill Cemetery Trustee
- Richard Noyes, Great Hill Cemetery Trustee
- Darrell Quinn, Great Hill Cemetery Trustee
- 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 was one non-public session added, on Reputation.

1.5 Public Comment

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As no Members of the Public wished to be heard, Public Comment was closed at 7:04pm.

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II. Old Business

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2.1 Approval of Minutes

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This subject was not addressed tonight.

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III. New Business

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3.1 Police Chief Aaron Berube - Grant Acceptance

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Police Chief Berube appeared before the Board to address, among other things, acceptance of a grant.

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Grant

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This past summer, some Officers had mentioned the need for night vision. He applied for a grant from Spirit of Blue, a foundation funded by Dunkin Donuts and Baskin-Robbins and dedicated to law enforcement safety. The Chester Police Department won this \$4,420 grant over the City of Manchester. It will pay for one pair of L3 EOTech night vision goggles, Gen 5, which will be purchased from Insight Technologies in Londonderry. The Police Department budget will need to absorb some necessary extras, such as a hard case and batteries. Police Chief Berube plans to pursue additional grants each year.

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Chairman Landau moved to accept the \$4,420 grant from Spirit of Blue to purchase one pair of L3 EOTech night vision goggles; Selectman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

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These night vision goggles will be inventoried for GASB and insurance, once the serial number is received.

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Miscellaneous

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A Farewell celebration for Police Chief Burke will be held at the Multi Purpose Room on Saturday, October 31st, 2015, beginning at 4:00pm. Coffee and cake will be served. All are welcome.

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Although Halloween is not a Town-sponsored activity, the Police Department makes every effort to make it safe for the public, including cones on the road and a police presence. Although Route 121 is a State Road and cannot be closed, two cruisers will be driving slowly along it to keep speed down. They will be handing out glow-sticks and sharing safety tips. The Municipal Complex will be open for restroom usage. Parents and grandparents are encouraged to keep their children safe.

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Police Chief Berube requested that his remaining topic of discussion be addressed in non-public session. This will take place after the Public business is completed.

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Police Chief Berube returned to the audience at 7:27pm.

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IV. Selectmen’s Business

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4.1 Roundtable

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Selectman Cannon:

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- Nothing to report.

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Selectman Castricone:

- Nothing to report.

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Selectman Trask:

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- He met with the Raymond Town Manager on Tuesday, October 29th, 2015 about the proposed Building Inspector/Code Enforcement Officer sharing. Discussions included the contract, salary, and vehicle sharing. Town Counsel was consulted about the contract, and it is ready to go once numbers are agreed upon. The total cost to the Town is estimated to be ~\$43k, which is a savings of ~\$33k. Building Inspector Roy estimates his total administrative workload to be 30-35%, so a part-time clerical person could be hired to complete that portion of the job. Selectman Trask added that he spoke with Planning Coordinator Hadik about this; when there is a large surge in building, some jobs may be subcontracted out and the cost passed along to the builders.

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Selectman Trask moved that the Building Inspector/Code Enforcement Officer sharing discussions move forward with the Town of Raymond and Building Inspector Roy; Vice-Chairman Hagan seconded the motion. The vote was unanimous in the affirmative; so moved.

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- Fire Chief Antoine approached him about purchasing defibrillators, requesting that he be allowed to overspend his budget with this purchase. The Board was not in favor of this, as it is only three months into the current Fiscal Year. As it is a bottom line budget, overspending individual lines is one thing; overspending the entire budget quite another. All Department Heads should be aware that if they have difficulties with their budget, the Board will review and adjust near of the end of the Fiscal Year.

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Vice-Chairman Hagan moved that Fire Chief Antoine be directed to purchase the defibrillators he needs in order for his department to become operational; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative so moved.

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Vice-Chairman Hagan:

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- Veterans’ Day will begin with a breakfast at the American Legion from 8am - 11am. Veterans eat free; their guests are asked to make a donation. The parade will begin at 11am. Jean Methot is in charge of this celebration.

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Chairman Landau:

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- The 2015 Property Tax warrant has been received. The Town owes \$5,748,385, with a 12% penalty after December 1st, 2015. It is hoped that individual property tax bills will be sent out by November 1st, 2015, and due 30 days after that. The tax rate is down 92¢ from last year. The breakdown is as follows:

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Municipal \$ 6.60

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County \$ 1.06

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Local Education \$14.49

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State Education \$ 2.49

\$24.64

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Vice-Chairman Hagan pointed out that 2/3rd of the tax bill goes towards the Schools. A letter has been drafted, thanking DRA for the easy tax rate setting this year.

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- The MPR floor was completed at a cost of ~\$66k by Bruce Shay & Company, and has been accepted by the Architect. The floor cannot be coated, and scuffs when black-soled athletic shoes are used during sporting events. Scuffs can be removed by rubbing with a tennis ball, and a special brush will be purchased for the floor cleaning machine. Selectman Cannon asked that users refrain from wearing black-soled athletic shoes. The Recreation Department is

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160 drawing up a list of rules/regulations for use of the MPR.

162 • A thank-you letter was received from the Sanborns for the Town’s dedication ceremony for Camp
164 David. Camp David is a piece of property off of Class VI Gardner Road donated to the Town by
the Sanborns in memory of their son, David. It will be used as a camping area for the Town’s
youth groups.

166 • A letter was received from Jeff Reardon, addressing the request made at last week’s meeting
168 that the liability limits for Plow Drivers’ insurance be lowered. Mr. Reardon stated that Umbrella
Policies were not available for purchase, and that there was no subcontractor coverage in public
170 risk pools, either. He recommended not lowering the limits. Some suggestions made were to
have Road Agent Oleson insure the Plow Drivers through MLM, finding a different insurance
172 company, or adjusting their compensation via the hourly rates or CPI. No decisions were made.
Selectman Trask will continue to work with Mr. Reardon.

174 • Wednesday, November 11th, 2015 is a holiday; Bookkeeper Duffy has requested to move payroll
176 to Tuesday, November 10th. There were no objections.

178 • A letter was received from the Planning Board, stating that Evelyn Noyes Lane was ready to be
180 accepted, and suggesting that in the interest of saving money, the public hearing for that
acceptance be shared with one for Lincoln Lane. The Board is not in favor of this, as Lincoln
Lane is a totally different issue; they will address Evelyn Noyes Lane in April, as per usual.

182 Selectman Cannon moved to send a letter to the Planning Board, stating that the acceptance of
184 Evelyn Noyes Lane would be addressed in April; Selectman Castricone seconded the motion.
The vote was unanimous in the affirmative; so moved.

186 • Finance Director Smith drafted a letter to Melanson Heath for the Chairman’s signature.

188 *4.2 Non-Public Sessions*

190 Chairman Landau moved that the Board go into non-public session under RSA 91-A:3 II (a) Public
Employees and (c) Reputation; Vice-Chairman Hagan seconded the motion. The vote was unanimous in
192 the affirmative; so moved.

194 The meeting room was closed at 7:55pm; Police Chief Berube remained in the room.

196 Police Chief Berube departed the meeting at 8:14pm; the Great Hill Cemetery Trustees entered the
meeting room at this time.

198 The Great Hill Cemetery Trustees departed the meeting at 9:08pm.

200 The meeting room was re-opened at 9:22pm.

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

206 Chairman Landau moved that the minutes to the first non-public session, with Police Chief Berube, be
sealed for a period of one (1) year; Selectman Castricone seconded the motion. The vote was
208 unanimous in the affirmative; so moved.

210 Chairman Landau moved that the minutes to the second non-public session, with the Great Hill
Cemetery Trustees, be sealed for an indefinite period; Selectman Castricone seconded the motion. The
212 vote was unanimous in the affirmative; so moved.

214 Chairman Landau moved that the minutes to the third non-public session be sealed for a period of one
216 (1) week; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so
moved.

218 Selectman Castricone moved to apply employee wage & salary increases as per the spreadsheet and
220 discussion; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative so
moved.

222 **V. Adjournment**

224 The next meeting of the Board of Selectmen is scheduled for Thursday, November 5th, 2015 at 7pm in
the Meeting Room.

226 Chairman Landau moved to adjourn the meeting; Selectman Trask seconded the motion. The vote was
228 unanimous in the affirmative; so moved.

230 The meeting was adjourned at 9:24pm.

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234 Respectfully Submitted,

236 Debra H. Doda