

Town of Chester
Board of Selectmen Meeting
Thursday, October 7th, 2010
Municipal Complex
Approved Minutes

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I Preliminaries

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1.1 Call to Order

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

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1.2 Roll Call

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Selectmen present:

Jack Cannon

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Joe Castricone

Gene Charron

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Michael Weider (arrived at 7:16pm)

22

Selectmen absent:

Stephen Landau

24

Members of the Public present, at various times:

26

Barbara Dolloff

Midge Gould

28

Royal Richardson, School Board

Liz Richter

30

Matt Rittenhouse, Tri-Town Times

Carolyn Scott

32

Leroy Scott

Angela Sherwood, Finance Director

34

And other persons unknown to the Recording Secretary

36

1.3 Pledge of Allegiance

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

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1.4 Additions and Deletions

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There was one non-public session added, on Reputation.

44

1.5 Public Comment

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As no members of the public wished to speak, Public Comment was closed at 7:01pm.

48 **II. Old Business**

50 *2.1 Approval of Minutes*

52 *September 23^d, 2010:* Selectman Weider moved that these minutes be approved as drafted;
54 Selectman Charron seconded the motion. The vote was four in favor with Chairman Landau absent;
so moved.

56 **III. New Business**

58 *3.1 Liz Richter - Road Naming Committee*

60 Ms. Richter has succeeded Camilla Lockwood as the Planning Board liaison to the Road Naming
62 Committee. This Committee, which has been quiet recently, was recently reformed to address the
renaming of a road in "Hoyt Pit". This development was sold, and the buyer wishes to rename
64 *Ladybug Lane to Kestral Circle.*

66 Ms. Richter has identified seven persons (other than herself and Selectman Weider as liaisons) who
are interested in serving on this Committee. She would like the Board to approve the roster before
68 the first meeting, which is this coming Saturday at 8:00am.

70 The Board perused the list of suggested members, and was familiar with all of them. Apparently
the Committee was never formally dissolved; it was just dormant. None present remembered it
72 being an appointed board.

74 Vice-Chairman Cannon moved to support reconvening the Road Naming Committee with the eight
persons identified in the October 7th, 2010 memo by Ms. Richter; Selectman Charron seconded the
76 motion. The vote was three in favor with Chairman Landau absent and Selectman Weider yet to
arrive; so moved.

78 The new members of the Road Naming Committee are:

- 80 Judy Balk
- John Colman
- Colin Costine
- 82 Maureen Lein
- Melissa Rosetti
- 84 Gen Rowell
- Michael Weider
- 86 Liz Richter

88 *3.2 Angela Sherwood - Cash Projections*

90 Finance Director Sherwood appeared before the Board to discuss cash projections and other
finance department issues.

92

94 All Departments are pretty well on the mark with their budgets. There are a few areas of concern.

96 The payment to the School, which was discussed as being split between October and November with
98 Annmarie Scribner, did not quite work out as originally planned; the School needs to make their
entire payment to Pinkerton by October 15th, so they need the Town's full share before then.

100 After subtracting that amount, plus the accounts payable and payrolls due before property tax
102 revenue is due, the balance will fall below the required \$250k that must stay in the Town's target
account. Therefore, a TAN (Tax Anticipation Note) loan will be needed.

104 Finance Director Sherwood has spoken about this with Keith Pike at Citizen's Bank. The Town can
106 get a TAN loan of \$500k at 1.7% interest, which would be \$708 per month. This is an actual cash
deposit, not a line of credit.

108 Selectman Charron moved to authorize Finance Director Sherwood to move forward with the TAN
110 loan, and provide the information to the Board of Selectmen for approval; Selectman Castricone
seconded the motion. The vote was four in favor with Chairman Landau absent; so moved.

112 Finance Director Sherwood has spoken to School Superintendent Jim Gaylord to see if the School
114 could make arrangements with Pinkerton next year to adjust the payment schedule, as this shortfall
happens every year. School Board Chair Royal Richardson, who was present at the meeting, stated
116 that he would be meeting with the Pinkerton Board of Trustees on October 28th to discuss this
issue.

118 The Audit is ongoing, and should be finished tomorrow (Friday, October 8th, 2010). She will finish
120 the MS5 over the weekend, and send it out as soon as the Board approves it. After that, the tax
rate setting date can be scheduled.

122 She still has the \$10k check from Abdallah for the Emerson Road project, and asked if the
124 paperwork had been signed so that she could deposit it. Administrative Assistant Pat Martin will be
asked.

126 As requested, she drew up a new employment check list, which she distributed to the Board. After
perusal and discussion, the "Eligible for Earned Time" line will be deleted.

128 Selectman Weider asked about the revolving accounts being rolled up on a quarterly basis; this will
130 be done.

132 Finance Director Sherwood departed the meeting at 7:24pm.

134 **IV. Selectmen's Business**

136 *4.1 Roundtable*

138 *Vice-Chairman Cannon:*

- 140 ● The Plaistow District Court was identified as a 'hot button' at last week's Area
142 Selectmen's meeting. The State had threatened to shut it down last year; Plaistow
144 responded by agreeing not to charge the State the lease payment, which is some \$40k, in
146 order to keep it open. Selectman Charron stated that he is on a Committee which is
148 discussing the closing of five northern courts. The savings are not large, plus it is necessary
150 to travel long distances to an open court, which can be a hardship to a Town with a small
152 police force. The courts are quite backed up; sometimes the pre-trial holding time is as long
154 as the sentence given, and therefore a defendant is sentenced and released on the same
156 day. He asked if Plaistow plans to assess Towns that use its court; Vice-Chairman Cannon
stated that Plaistow does indeed want contributions.
- Hampstead is forming a house numbering ordinance, and has looked at Chester as a model.
 - A few months ago, a resident offered that if the Town Truck was unavailable, he would donate his to be used in the interim at no cost. There is no process in place for accepting this donation, and Vice-Chairman Cannon is uncertain about the insurance situation. Selectman Weider stated that it would fall under the Town's blanket policy. LGC should be consulted - perhaps they will require that the Town pay the donor \$1 to make it a leased vehicle; then the umbrella policy will cover it. Mary Ann will be asked to handle this.

Selectman Weider:

- 158 ● Chairman Landau will be going to court on October 25th at 1:00pm, about LeClair's. He was
160 subpoenaed; Fire Chief Antoine and Police Chief Burke will also be there to represent the
Town.
- Interim Building Inspector Flanders performed a home-based business inspection; the owner would like to come in now and register his vehicles.
 - He still has questions on payroll. He is concerned about excessive training hours with no incident hours. This will be reviewed.
 - Resumes are coming in for the Building Inspector position. This process will close next week; background checks will be performed before candidates are brought in.

Selectman Castricone:

- 168 ● The generator is up and running.
- The new boilers will tentatively be fired up next Wednesday. There are no issues with the budget. They are looking at replacing the outside door. Selectman Weider asked if the hot water tank credit would cover that cost; this is unknown.
 - The roofing contracts are not yet signed.

Selectman Charron:

- 176 ● Selectman Charron apologized for his inability to make last week's Area Selectmen's
178 meeting. Vice-Chairman Cannon and Chairman Landau had attended this meeting.
- The Branch Cemetery wall is completed and looks good.

180 4.2 *Public Comment*

182 As no Members of the Public wished to be heard, Public Comment was closed at 7:43pm.

184 4.3 *Non-Public Session*

186 Vice-Chairman Cannon moved that the Board go into Non-Public Session under RSA 91-A:3 II (c),
188 Reputation; Selectman Castricone seconded the motion. The vote was four in favor with Chairman
Landau absent; so moved. The Meeting Room was closed at 7:44pm.

190 The Meeting Room was reopened at 7:56pm.

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

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Selectman Castricone moved that the minutes to the non-public session be sealed for an indefinite
196 period; Vice-Chairman Cannon seconded the motion. The vote was four in favor with Chairman
Landau absent; so moved.

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200 **V. Adjournment**

202 Selectman Castricone moved to adjourn the meeting; Vice-Chairman Cannon seconded the motion.
The vote was four in favor with Chairman Landau absent; so moved. The meeting was adjourned at
204 7:58pm.

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Respectfully Submitted,

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Debra H. Doda