

**Town of Chester  
Board of Selectmen Meeting  
Tuesday, September 27<sup>th</sup>, 2011  
Municipal Complex  
Approved Minutes**

**I Preliminaries**

*1.1 Call to Order*

Chairman Landau called this meeting of the Town of Chester Board of Selectmen to order at 7:05pm.

*1.2 Roll Call*

Selectmen present:

Jack Cannon  
Joe Castricone  
Joseph Hagan  
Stephen Landau  
Michael Weider

Members of the Public present, at various times:

Rose Digenova  
Patricia Martin, Administrative Assistant  
Corinna Reishus  
Matt Rittenhouse, Tri-Town Times  
Carolyn Scott  
Kevin Scott  
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*

One non-public session was added, on Compensation; another on Reputation.

*1.5 Public Comment*

Rose Digenova stood and was recognized. She referred to the recent arrest of a Chester resident with sex offender status, and stated that he had been hired by the Town to do roofing work near where the Girl Scouts meet, and the playground. She wished to know what background checks had been done on him, and what would be done differently in the future. Chairman Landau stated that

48 the Town had hired a company, not an individual; that they did not perform background checks on  
50 companies, only on employees; and that this was a Police matter and the Board would not decide his  
52 innocence or guilt. No changes were planned in the Town's method of doing business; if the expense  
is over \$5k, the work will go out to bid; if a contractor's work is unsatisfactory, s/he will not be  
hired again. If anyone would like to discuss this issue further, they can make an appointment to get  
on the Board's agenda.

54 As no other members of the public wished to speak, Public Comment was closed at 7:09pm.

56 **II. Old Business**

58 *2.1 Approval of Minutes - 9/8/2011 & 9/13/2011*

60 *September 8<sup>th</sup>, 2011:* Vice-Chairman Cannon moved to accept these minutes as drafted; Selectman  
Weider seconded the motion. The vote was four in favor with Selectman Hagan abstaining due to  
62 absence from the referenced meeting; so moved.

64 *September 13<sup>th</sup>, 2011:* Selectman Weider moved to accept these minutes as drafted; Selectman  
Castricone seconded the motion. The vote was unanimous in the affirmative; so moved. Chairman  
66 Landau noted that he had made a misstatement on page 4, line 146: according to the the minutes,  
an increase would be applicable to employees; however, this is not true. As this was Chairman  
68 Landau's misstatement, and the minutes reflect what was said, he would not ask that they be  
changed.

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*2.2 Highway Department's Ford Truck*

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Selectman Weider reviewed the master lease for the Highway Department's new Ford Truck. He  
74 could not locate an escape clause nor the full breakdown (what model, type of equipment, etc.). He  
would like both of those items added, and the lease sent to Town Counsel. Administrative Assistant  
76 Martin was asked to handle this with both Road Agent Oleson and Town Counsel. If Town Counsel  
has no changes, the Selectmen will sign it over the weekend.

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**III. New Business**

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*3.1 Kevin Scott - Fire Truck Manuals*

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Mr. Scott appeared before the Board to discuss his recent purchase of the Town's 1985 Seagrave  
84 100' Ladder Truck by his bid accepted on August 25<sup>th</sup>, 2011.

86 Mr. Scott placed his bid on July 26<sup>th</sup>, 40 minutes before the period closed; at that time he was the  
only bidder. Three weeks later he was informed that his bid had been accepted. He planned to pick  
88 up the Truck once it was registered and insured, and confirmed at that time with the Fire  
Department that it was complete and in working order. When he came to pick it up, he was  
90 informed by Fire Chief Antoine that the two red 3-ring binder service and maintenance manuals  
were missing, but that they would be looked for. These manuals have yet to be found. Fortunately  
92 Mr. Scott's brother Ted was trained on this vehicle, but the manuals are essential for the

operation of the Truck.

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Vice-Chairman Cannon asked if Seagrave was still in business; they are. He suggested that Mr. Scott find out how much new manuals would cost, and inform the Board; depending on the cost, they would be willing to pay for the new manuals. Selectman Castricone stated that although the bid specs did say "as-is", since the Fire Department had told him the Truck was complete, he agreed with Vice-Chairman Cannon. Selectman Castricone will work with Mr. Scott on this issue.

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Mr. Scott departed the meeting at 7:16pm.

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### 3.2 *Plow Rates Discussion - Transfer Station*

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An RFP has been drafted for Snow Plowing at the Transfer Station. (One bid has already been received.) The contractor will be expected to plow, sand, and salt using his own supplies, clear snowbanks, and will be paid once a month at the end of each month, November through April inclusive. This RFP will be posted on the Town website, on the Board in the center of Town, on the Municipal Complex board, on the Transfer Station board, and on Channel 21, but not in the newspaper. Vice-Chairman Cannon moved that bids be due by October 10<sup>th</sup>, 2011, and opened/awarded during the meeting of October 13<sup>th</sup>, 2011 or immediately following; Selectman Castricone seconded the motion. The vote was unanimous in the affirmative; so moved.

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## 114 **IV. Selectmen's Business**

### 116 *4.1 Roundtable*

#### 118 *Vice-Chairman Cannon:*

- He will edit last year's plow contract, and send it to Administrative Assistant Martin by the end of the week. She will forward it on to Road Agent Oleson.

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#### 122 *Chairman Landau:*

- He received an email from Gordon Graham about the Conservation monies transfer as discussed last week. Attorney Graham stated that the minutes reflected that the article had been amended on the floor to specify that the transfer would take place every year. The Finance Department and Conservation Commission will be notified.
- Nobis Engineering has had the Old Dump engineered, and the Town has received the renewal application. Selectman Weider would like Nobis to review the application with the Board. Chairman Landau stated that they want to decrease the number of studies; however, with growth in the area, is this wise? Administrative Assistant Martin was asked to call Nobis.
- He has received an email from David Preece of the Southern NH Planning Commission; he is looking for support for regionalization. Selectman Weider spoke in favor of supporting regionalization; the Selectmen signed the document.
- The school paper pickup program begins this coming Monday. Administrative Assistant Martin was asked to notify Waste Management.
- He contacted Digsafe about the Orcutt Drive work. Once they have marked the area, the Engineer will proceed. Administrative Assistant Martin was asked to copy the Board with all emails regarding this situation.

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140 *Selectman Weider:*

- 142 ● He has performed budget analysis on a number of lines. The Fire Department has overspent  
144 its maintenance line by 64% - the line is for \$3,500, and they have spent \$5,865. They  
146 have also already spent 50% of their radios line. The Building Inspector is over on mileage,  
148 but that will end with the acquisition of a vehicle. He would like to see the biggest  
150 departments brought in to review their budgets; also, as the Town needs to come up with  
152 the Public Safety money this year, they will have to remove it from budgets now in order  
that it not be spent. Administrative Assistant Martin was asked to contact the Police, Fire,  
Highway, Recreation and Transfer Station departments to put them on the schedule,  
perhaps for October 13<sup>th</sup>. That will allow time for the quarter end report to be available  
for the meetings.
- He received an email to do with a Pinkerton busing concern. This is not a Board of  
Selectmen issue, and he will forward it on to the School Board.

154 *Selectman Hagan:*

- 156 ● Nothing to report.

*Selectman Castricone:*

- 158 ● Russ will be repairing the Highway furnace.
- 160 ● DiFeo will be checking the tanks.
- 162 ● He brought up the earned time/vacation issue. The current delta is \$1,883 over \$76,810;  
164 this is assuming that no earned time was taken as vacation since August 5<sup>th</sup>. Chairman  
Landau would like to hold a meeting with the affected employees; Vice-Chairman Cannon  
suggested that Selectman Castricone go over the situation in a bulletized fashion with  
166 these employees, and should they have questions, they can ask to be put on the Selectmen's  
agenda. Selectman Castricone will handle this.

#### 168 4.2 *Public Comment*

170 As no Members of the Public wished to be heard, Public Comment was closed at 7:51pm.

#### 172 4.3 *Non-Public Session*

174 Selectman Castricone moved that the Board go into Non-Public Session under RSA 91-A:3 II (a),  
176 Compensation and (c), Reputation; Selectman Hagan seconded the motion. The vote was unanimous  
in the affirmative; so moved.

178 The Meeting Room was closed at 7:54pm.

180 The Meeting Room was reopened at 8:44pm.

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

184 Selectman Castricone moved that the minutes to the first non-public session be sealed for three

186 months; Vice-Chairman Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.

188 Selectman Castricone moved that the minutes to the second non-public session be sealed for an indefinite period; Vice-Chairman Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.  
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192 **V. Adjournment**

194 Selectman Castricone moved to adjourn the meeting; Chairman Landau seconded the motion. The vote was unanimous in the affirmative; so moved. The meeting was adjourned at 8:46pm.  
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198 Respectfully Submitted,

200 Debra H. Doda