

**Town of Chester  
Highway Safety Committee Meeting  
Tuesday, December 18<sup>th</sup>, 2018  
Municipal Complex Meeting Room  
Approved Minutes**

**I Preliminaries**

9:00am Call the Meeting to Order  
Roll Call  
Chairman's Additions or Deletions  
Approval of Minutes  
Chester General Store / Roundabout in Town Center  
Fire Department Emergency Egress  
Cost of Digital Speed Signs  
OSOW Permitting Software  
Accident Reports  
Reports from Departments  
Establish Committee Members / Vote  
Issue on Fremont Road Near New Horse Farm  
Date of Next Meeting & Adjournment

**1.1 Call to Order**

Chairman Berube called this meeting of the Town of Chester Highway Safety Committee at 9:17am.

**1.2 Roll Call**

Present:

Aaron Berube, Police Chief, Committee Chair  
Myrick Bunker, Building Inspector / Code Enforcement Officer  
Rich Czarnec, Transfer Station Supervisor (departed 10:36am)  
Stephen D'Angelo, BOS Liaison  
Andrew Hadik, Planning Coordinator (departed approx. 10:30am)  
Andy Higham, Highway Department  
Darrell Lockwood, Chester Academy Superintendent  
Jean Methot (arrived 9:32am)  
Erin Newnan, Town Clerk / Tax Collector  
Scott Newnan, Fire Lieutenant  
Corinna Reishus, Recreation Director

Absent:

Greg Bolduc, Fire Chief  
Michael Oleson, Road Agent

Others Present at Various Times:

Diane Methot (arrived 9:32am)

**1.3 Chairman's Additions or Deletions**

None.

## **II. Old Business**

### **2.1 Approval of Minutes: June 19<sup>th</sup>, 2018 & September 18<sup>th</sup>, 2018**

**Superintendent Lockwood moved to accept the Highway Safety Committee minutes of June 19<sup>th</sup>, 2018 as written; Planning Coordinator Hadik seconded the motion. The vote was seven in favor with Mr. Methot yet to arrive and abstentions due to absence from Mr. Hadik, Ms. Newnan, and Ms. Reishus; so moved.**

Recreation Director Reishus observed that action described in line 107 in the September 18<sup>th</sup> minutes has not been done: “Flashing beacons placed atop the STOP signs on 121 are considered a medium-term measure and are slated to be installed end of September or October.” Chairman Berube noted that this item is on today’s agenda.

**Planning Coordinator Hadik moved to accept the Highway Safety Committee minutes of September 18<sup>th</sup>, 2018 as written; Building Inspector Bunker seconded the motion. The vote was six in favor with Mr. Methot yet to arrive and Dr. Lockwood, Ms. Newnan, Mr. Newnan, and Ms. Reishus abstaining due to absence; so moved.**

Chairman Berube noted that he will email the PACT Committee to arrange for future Highway Safety Committee Meetings to be recorded.

### **2.2 Chester General Store / Roundabout in Town Center**

Planning Coordinator Hadik displayed a conceptual drawing of a roundabout in the center of Town. Sam and Miriam Nasr are in the process of purchasing the Chester General Store; Mr. Hadik has been getting many calls from title companies and others. One such question was whether the Town could cut off access to the Store; Mr. Hadik feels this is “legally untenable.” The Town may decide to alter the traffic pattern to better accommodate the fire lane and add angled parking.

It was reiterated that there is currently no single, authoritative survey of the General Store area. Apparently a surveyor was offered the job, and has since declined. It is unknown what, if anything, the NHDOT may have in the way of records on this area.

Mr. and Mrs. Methot arrived at 9:32am.

Mr. Methot asked if there was a conceptual drawing of a set of lights instead of a roundabout in the Town center and Mr. Hadik flipped up the page to show that there was. The Geodetic Surveyor with NHDOT, Steven Ferguson, has been researching Town Clerk records and hasn’t yet come back with any information on the actual width of the affected roads.

Selectman D’Angelo noted that traffic flow will be altered should the Post Office decide not to renew their lease in 2019. From 4:00-5:00pm, there is significant Post Office traffic; while earlier in the day there seems to be more traffic for the Library. Building Inspector Bunker noted that if the grade of the roadway is dropped, the PO/Library/Stevens parking lots will need to be dropped as well.

Mr. Methot is of the opinion that if traffic is backed up on Chester Street due to trucks, this will cause traffic to be stopped on the hill coming from Derry. Planning Coordinator Hadik felt that

traffic would also be stopped on the hill if there were lights. Mr. Methot felt overall that, due to the historic nature of the Town, traffic lights are preferable to a roundabout.

Transfer Station Supervisor Czarnec suggested altering the light schedule for 3 hours in the morning and 3 hours in the evening. Mr. Hadik felt that the DOT will not consider a flex schedule; people are creatures of habit.

Whether there should be a separate entrance and exit at the PO/Library/Stevens was mentioned; Mr. Hadik felt that if the General Store's parking was of this Committee's concern, the PO/Library/Stevens parking should be, too. Chairman Berube and Building Inspector Bunker agreed that parking at the General Store is an issue that has been brought to the Committee to address; while the PO/Library/Stevens lot has not. Chairman Berube felt that those issues should be addressed separately from the roundabout discussion.

As it stands, the Committee is waiting to receive a proposal from NHDOT; including contingencies for a) leaving the intersection as-is, b) installing traffic lights, or c) installing a roundabout. Mr. Hadik noted that NHDOT has made it clear that if they felt strongly enough that something should be done, they have the right to move forward. Superintendent Lockwood felt that citizens should be made aware whether they have a right to say "no" to any such forward movement. Mr. Methot stressed again that it is quite likely (per a book on Chester's history) that there are bodies buried under the roadway. Mr. Methot is bothered that major excavation and construction might coincide with the Town's 300<sup>th</sup> Anniversary.

Chairman Berube asked Selectman D'Angelo to follow up with BOS AA Doda to see if she had made contact with NHDOT about installing the flashing beacons to be placed atop the Route 121 stop signs. It was noted that this installation has already been postponed by NHDOT at least 3 times.

The topic of the roundabout will be removed from the agenda until word is received from NHDOT.

Chairman Berube asked Highway Supervisor Higham to speak with Road Agent Oleson about finding another firm to survey the area of the Chester General Store.

### **2.3 Fire Department Emergency Egress**

Planning Coordinator Hadik noted that the emergency egress road for the Fire Department has been fully surveyed and engineered; an RFP just needs to be made.

Outside of this Committee, the emergency egress project and a parking lot expansion / repaving project were coupled in the CIP for a total of \$250k; the Planning Board has pushed construction out a year. The Committee agreed that the emergency egress should be built as soon as possible; it was suggested that this be decoupled from the parking lot project to improve the chances it will be approved.

On December 11<sup>th</sup>, parents of Chester Academy Students received a letter from School Board Chair Royal Richardson addressing the concerns with Murphy Drive being blocked during drop-off and pick-up. Please see attached.

Recently there was an ambulance call during drop-off and the queue of cars left no place for the ambulance to go. Chairman Berube suggested a proposal be submitted to the BOS to place

STOP bars on Murphy Drive.

Selectman D'Angelo suggested having a Police Officer direct traffic for an hour each morning and afternoon. Chairman Berube explained he cannot put his only duty officer on such a task; other towns in the area have chosen to call in crossing guards instead. Superintendent Lockwood felt an officer directing traffic would slow down the situation even more, making it worse. Chairman Berube noted it was a poor design having only one entrance; Superintendent Lockwood felt that this would not be as much of an issue if more students rode the bus. The bottom line is that payout on an emergency egress road would take ~3.5 years; while the cost of a traffic-directing officer could be much greater and necessary for an indefinite period.

Planning Coordinator Hadik suggested Road Agent Oleson get an estimate from Brox for the construction of the emergency access road.

Selectman D'Angelo asked who would get a letter to the BOS with the new request; Recreation Director Reishus explained that the Highway Safety Committee wasn't asking for anything new, they were suggesting their original request which was for the emergency egress road only.

Chairman Berube noted that Fire Chief Bolduc should still be consulted on how to move forward on this.

**Planning Coordinator Hadik moved that the Highway Safety Committee request the Fire Chief to decouple the two projects into emergency egress and parking lot expansion (due to differences in priority and need in the issue); and to delegate Fire Lieutenant Newnan to speak with the Fire Chief and Deputy Fire Chief, and for Selectman D'Angelo to speak with the BOS (with no letter needed, just a reference to the minutes). Mr. Methot seconded the motion. The vote was unanimous in the affirmative; so moved.**

Superintendent Lockwood added that it should be indicated that the cost of the emergency egress road be estimated at ~\$40-50k; the Committee agreed.

## **2.4 Cost of Digital Speed Signs**

Chairman Berube submitted an estimate to the BOS a couple of months ago of approximately \$3,800/each for digital speed signs.

## **2.5 Oversize/overweight (OSOW) Permitting Software**

Please see the attached letter received from NHDOT regarding OSOW Permitting Software.

Planning Coordinator Hadik explained that NHDOT is requesting primary, secondary, and tertiary contacts for the Town; he recommended that the Road Agent be named as the primary contact.

Selectman D'Angelo's sentiment was that even when roads are posted, truckers don't seem to obey. Example was given of Isaac Foss Road (off of Reed Road, which is posted); Selectman D'Angelo observed that construction vehicles did not stay off the road. Chairman Berube disagreed, and stated that this is, in fact, heavily enforced. Also, Road Agent Oleson had given permission to allow the construction to continue on Isaac Foss Road while Reed Road was posted. Chairman Berube felt that most truckers who see the posted roads on their GPS do attempt to avoid them.

Planning Coordinator Hadik felt that the OSOW Permitting Software helps to mitigate the “I didn’t know” excuse that some drivers might use. Mr. Hadik hopes to be able to give Road Agent Oleson support and to move forward with participating in the program.

Chairman Berube asked of the cost; Planning Coordinator Hadik stated that if there is a cost to the Town, the BOS will be informed, but if it’s free for the Town, they will simply move forward.

This item will be removed from the agenda.

### **III. New Business**

#### **3.1 Accident Report – September, October & November 2018**

Chairman Berube will forward the accident report to the Recording Secretary -- please see attached.

#### **3.2 Reports from Departments**

- **Highway:** Although the allotted funds for cold patching have been spent, other funds are being used to continue cold patching. The phone in the Salt Shed has been installed but still needs a voicemail greeting; Chairman Berube will help Mr. Higham with this after the meeting. Mr. Higham noted that although residents can now call the Highway Department, they must still go through the process of submitting requests for action to the BOS with the proper form -- online or hard copy.
- **Recreation:** Recreation Director Reishus wasn’t sure this was the Committee with which to discuss safety concerns with the Wason Pond Community Center parking lot becoming very muddy. Chairman Berube felt this concern would be more appropriately addressed by the Joint Loss Management Committee.

Selectman D’Angelo suggested maybe the Wason Pond Community Center parking lot couldn’t be paved; Ms. Reishus said that is incorrect, the Conservation Easement allows for it to be paved. Chairman Berube suggested Ms. Reishus have Kathy Burke get in touch with Road Agent Oleson about putting together a proposal to pave the lot.

- **Selectmen:** There has been much discussion by the BOS and others about creating a notification system for emergencies and inclement weather closings. Chairman Berube explained that Nixle / Everbridge cost between \$4,100 and \$5,550 annually. Selectman D’Angelo asked if *I am Responding* can be used to notify Town employees; Fire Lieutenant Newnan said that it can.

#### **3.3 Establish Committee Members / Vote**

Chairman Berube suggested this be postponed to the next meeting; the Committee agreed.

#### **3.4 Issue on Fremont Road Near New Horse Farm**

Town Clerk Newnan explained that 719 Fremont Road has recently become a large horse farm. Across from this property are two newer homes, 714 and 724 Fremont Road. Historically, the

hill and bend here has been a visibility issue. The many vehicles coming and going at the farm and parking on the road force drivers to enter the middle of the road. With the two new homes across the street, the problem is amplified. Residents have brought their concerns about this to Town Clerk Newnan. Ms. Newnan suggested that some engineering be done to create better visibility when this area is repaved.

Chairman Berube noted that he has made his patrol staff aware of this issue and they do ask vehicles to be moved when they see them on the road. Town Clerk Newnan agreed that it has improved slightly, but there are still large trailers that get parked there.

#### **IV. Adjournment**

The next meeting of the Highway Safety Committee is scheduled for Tuesday, March 19<sup>th</sup>, 2019 at 9:00am in the Municipal Complex Meeting Room.

**Building Inspector Bunker moved to adjourn the meeting; Fire Lieutenant Newnan seconded the motion. The vote was unanimous in the affirmative; so moved.**

The meeting was adjourned at 10:56am.

Respectfully Submitted,  
Caroline R. Wilson, Recording Secretary



### Chester School Board

To: Parents of Chester Academy Students  
Regarding: Public Safety Concerns

December 11, 2018

Recently Chief Greg Bolduc of the Chester Fire Department has again raised his concerns regarding emergency vehicle access to Murphy Drive during the periods of student drop-off in the morning and student pick-up after school each week day. Specifically, the concern is that traffic from Chester Academy is impeding egress by emergency response vehicles from Murphy Drive.

If the Chester Fire Department is responding to an emergency call, it is imperative that they have unobstructed access to Murphy Drive and out onto Raymond Road / Route 102. As you know, in the case of an emergency, seconds matter when it is a life threatening issue that needs the response of our Emergency Services personnel.

There are a couple of ways that our C-A parents can currently help out in this matter.

- First, the Chester School District provides bus transport to and from Chester Academy each day. If this is a practical solution for your family, please take advantage of the daily bus transport provided by our partners at First Student. Please keep in mind that a significant part of the annual operating budget for the Chester School District is dedicated to transportation services for your children. We would certainly encourage you to take advantage of this available service as often as possible / practical.
- Second, if you are dropping off or picking up your student(s) before or after school, please be mindful of the limits of Murphy Drive. Please be sure that you are not positioning your vehicle such that you could be impeding a large emergency services vehicle from rapid response to a call. The staff at Chester Academy does their best to provide a traffic management role each day but one vehicle out of position could have a significant impact on our Emergency Responder's ability to do their job.

Thank-you in advance for your consideration and cooperation in this matter. If you have any questions, concerns or suggestions, please feel free to reach out to me at the e-mail account listed below.

Regards,  
**Royal M. Richardson**  
Chairman, Chester School Board / SAU 82  
22 Murphy Drive, Chester, NH 03036  
phone: 603-887-5146  
e-mail: [richardsonr@chesteracademy.org](mailto:richardsonr@chesteracademy.org)

cc: SAU 82 Superintendent Darrell Lockwood  
Chester School Board

#### Chester School Board

*Royal M. Richardson – Chairperson*

*Michael Romick - Vice Chairperson*

*Sarah Ungaro*

*Maria Veale*

*Valerie Weidex*



**Victoria F. Sheehan**  
*Commissioner*

**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



**William Cass, P.E.**  
*Assistant Commissioner*

To: City and Town Officials of New Hampshire  
From: New Hampshire Department of Transportation  
Bureau of Planning and Community Assistance  
Date: February 20, 2018

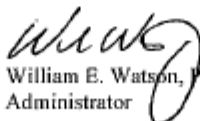
NHDOT is in the process of developing a new Oversize/Overweight (OSOW) permitting software system. The system is currently planned to go live during October 2018. The new OSOW permitting software system includes the ability for towns/cities to participate in management of OSOW travel including processing permits and managing restrictions on roads and bridges within their jurisdiction. NHDOT only issues OSOW permits for travel on state maintained roads and bridges. OSOW permit routes may include town/city roads and bridges in the routing description. However, permits that include town/city roads and bridges in the routing description include a special permit condition that indicates permit holders are required to obtain permission from towns/cities to travel on town/city roads and bridges within their jurisdiction in accordance with RSA 41:11.

Town/city participation in the OSOW permitting system is not required. However, participation in the OSOW Permitting System will allow towns/cities to have an active role in management of OSOW permit travel within their jurisdiction. Town/city participation in OSOW permit review will include the ability to approve, deny, and provide comments/conditions for travel within their jurisdiction.

Routing of OSOW permits will include the ability to restrict travel on roads designated as "No Thru Traffic" or "Local Deliveries Only." Towns/cities may provide length, width, height, and weight restrictions including spring road bans to be included in the restriction management module of the new OSOW permitting system. Towns/cities that participate in the system can have roads subject to spring road bans pre-populated in the permitting system and turn the spring road ban on and off as appropriate during the spring. NHDOT does not have an inventory of roads that Towns/Cities restrict in any manner. In order to restrict travel within their jurisdiction, towns/cities should submit a list of roads and bridges including the limits of the designations, type of restriction, and alternative truck routes, where applicable, to the email address provided below.

Town/city participation in the OSOW Permitting System will require timely response for permits submitted for town/city review. Primary, secondary, and tertiary town/city staff contacts are recommended in order to provide sufficient resources to complete timely permit reviews. Notifications of permits requiring town/city review would be sent by email to contacts provided by towns/cities that decide to participate. If your town/city is interested in participating in the new OSOW Permitting Software System, please respond to NHDOT, Bureau of Highway Maintenance by email to: [highwaymaintenance@dot.nh.gov](mailto:highwaymaintenance@dot.nh.gov), or by calling 603-271-2693.

Sincerely,

  
William E. Watson, P.E.  
Administrator



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## Object in road

Y.

## Object in road

Y

## Driving while intoxicated

52	___1___	Driving while distracted (texting etc.)
	___	Equipment failure
54	___1___	Traffic control
	___	Other violations
56	___2___	Deer/Animal
	___	Health related
58	___	Non-Reportable
	___	Object in road
60		

### 3. Roads

Injury

62	DERRY @ WEBSTER	Y	
64	SANDOWN X2	N	
	CHESTER	N	
66	HAVERHILL	N	
	LANE	N	
68	FREMONT	N	
	CENTER	N	
70	DERRY	N	