

10-6-21: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, October 6, 2021**

Approved Minutes

(The meetings are broadcast live on Channel 20, and available on the Town's cable TV streaming service - go to <http://www.vod.chesterctv.com> and click "Watch Now". If you would like to participate via the Zoom teleconferencing utility, please go to <https://zoom.us/j/92697843243>, or you may participate via telephone - dial 301-715-8592; the meeting ID is 926 9784 3243.)

Members & Staff Present:

Brian Sullivan, Chairman
Evan Sederquest, Vice Chairman
Mike Weider, Member
Elizabeth Richter, Member (joined at 7:21)
Selectman Chuck Myette, Liaison
Andrew Hadik, Town Planner

Members Absent:

Richard Snyder, Member
Aaron Hume, Alternate

Guests and Members of the Public Present:

Chester PACT

Meeting Agenda

7:00 PM – General Business

1. Review & approve invoices, sign documents etc.
2. Review & approve the minutes for the 9/22/21 PB meeting.
3. Discuss Ark Animals SPR requirements.
4. FYI, paving at Jenkins Farm & Wilcombs Way subdivisions.
5. FYI, Rand, Parker & Holman roads reconstruction.
6. FYI, M&L 11-20-6 on Candia Road will be a 3-lot subdivision.
7. Discuss minor bill payment signature authority.
8. Discuss desktop copier replacement.
9. Cedar View Estates paving.
10. National Flood Insurance Program (NFIP).

7:15 PM – Appointments

None scheduled.

7:15 PM – Public Hearings

None scheduled

Non-Public Meeting

10-6-21: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

1. RSA 91-A:3, II (a) public employee compensation...

Meeting Minutes

Chairman Sullivan called the meeting to order at 7:00 PM.

7:00 PM – GENERAL BUSINESS

1. Review & approve invoices, sign documents, etc.

Invoices and documents were submitted and signed.

2. Review & approve the minutes for the 9/22/21 PB meeting.

On line 75, change **enquired** to **inquired**.

Mr. Weider moved to accept the minutes for the September 22, 2021 meeting as amended. Mr. Sederquest seconded the motion. A roll call vote was taken. Sederquest – aye, Myette – aye, Sullivan – aye, Weider – abstain. The motion passed 3-0-1.

3. Discuss Ark Animals SPR requirements.

Mr. Hadik presented a copy of the draft site plan for Ark Animals, which is on the former site of Edward Mills Cabinetry. He has a list of items that need to be added to the plan. Building Inspector Myrick Bunker also has a list of items that need to be reviewed as well as additional variances that might be required. Mr. Hadik can work with the draftsman to add the items he needs on the plan. The driveway is being moved away from the entrance to Hemlock Lane, which makes it safer.

Mr. Hadik asked if the Board felt this site plan requires engineering review by DuBois & King. The parking lot is being reconfigured. Clarification is needed as to whether it is being paved or graveled to determine changes of the total impervious surface area. The Board would like to see the calculations noted on the plan. If the impervious surface area is not increased, the Board agreed the site plan will not need to be reviewed by DuBois & King.

4. FYI, paving at Jenkins Farm & Wilcombs Way subdivisions.

Mr. Hadik reported the paving of the wearing courses on Jenkins Farm Road and Wilcombs Way has been done. There was an issue with a culvert collapse at Wilcombs Way; however, it was repaired by the developer just prior to paving.

5. FYI, Rand, Parker & Holman roads reconstruction.

Mr. Hadik reported that Road Agent Mike Oleson has had the old pavement of Rand, Parker, and Holman roads ground and reclaimed. Gravel was also added and mixed into the base layer. The pavers will be arriving tomorrow to apply a binder course to these roads. The side roads are being narrowed by 2 feet, from 24 feet to 22 feet wide. The main artery road will remain at a 24-foot width.

10-6-21: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

Paving projects are being moved around on Table 10 of the CIP as their status changes. A number of "red" and "orange" pavement condition status roads are transitioning into "green" status roads on the Town's Pavement Conditions Map (*StreetScan*). These are being removed from the CIP.

6. FYI, M&L 11-20-6 on Candia Road will be a 3-lot subdivision.

Mr. Hadik reported that M&L 11-20-6, the 10-acre lot on Candia Road opposite Cedar Drive, recently sold will become a 3-lot subdivision.

7. Discuss minor bill payment signature authority.

The Town Finance Department has suggested that Mr. Hadik be given at least a minimal signature authority amount so that most bills can be processed in a timelier manner. Most other Town departments have signature authority up to a certain amount.

Mr. Weider moved to grant Mr. Hadik signature authority up to \$100. Mr. Sederquest seconded the motion. A roll call vote was taken. Sederquest – aye, Myette – aye, Sullivan – aye, Richter – aye, Weider – aye. The motion passed 5-0-0.

8. Discuss desktop copier replacement.

The desktop printer in the Planning Department needs to be replaced. The current one is over 10 years old and not working properly. It is in the budget, but has not yet been purchased. The Board agreed this item should be purchased.

9. Cedar View Estates paving.

Mr. Hadik reported that the developer's plan is to pave Hemlock Lane with a wearing course and install additional shoulder gravel before winter. Homeowners were informed they could not loam and seed up to the edge of the pavement. The loam has been removed where there were some violations.

10. National Flood Insurance Program (NFIP).

Mr. Hadik received an email from the Office of Planning & Development (OPD) reminding that Chester is an NFIP-participating community. The email reminds about adoption and enforcement of floodplain development regulations. Mr. Hadik noted that, because OPD drafted the Town's Wetland District zoning chapter, the proper regulations are already in place and are being enforced during the Board's approvals of developments.

Non-Public Meeting

1. RSA 91-A:3, II (a) compensation of any public employee ...

10-6-21: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

Ms. Richter moved to enter non-public under RSA 91-A:3, II (a) public employee compensation... Mr. Sederquest seconded the motion. A roll call vote was taken. Sederquest – aye, Richter – aye, Myette – aye, Sullivan – aye, Weider – aye. The motion passed 5-0-0.

The Board went into non-public session at 7:38 PM. Mr. Hadik left the room.

Ms. Richter moved to seal the minutes of the non-public session, under RSA 91 A:3, II (a) public employee compensation, for one year. Mr. Sederquest seconded the motion. A roll call vote was taken. Sederquest – aye, Richter – aye, Myette – aye, Sullivan – aye, Weider – aye. The motion passed 5-0-0.

Ms. Richter moved to adjourn the meeting at ~8:47 pm. Mr. Sederquest seconded the motion. A roll call vote was taken. Sederquest – aye, Richter – aye, Myette – aye, Sullivan – aye, Weider – aye. The motion passed 5-0-0.

Future Meeting Dates

- October 13 –
- October 27 –

*Respectfully submitted,
Beth Hanggeli, Recording Secretary*