

1-26-22: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, January 26, 2022
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
Richard Snyder, Member
Elizabeth Richter, Member (joined at 7:05)
Mike Weider, Member (joined at 7:03)
Selectman Chuck Myette, Liaison
Andrew Hadik, Town Planner

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 1/12/22 PB meeting.
3. Discuss bond reduction request for the Jenkins Farm Subdivision.
4. Review final draft of the PB's Annual Report.
5. Discuss suggestion for Chromebooks.

7:15 PM – Appointments

None scheduled

7:30 PM – Public Hearings

1. Proposed zoning amendment to Article 2: Definitions – To amend the definition for “Educational Institutions” and differentiate between public and business educational facilities as referenced in Section 5.3.2.5.

Non-Public Sessions

A non-public session per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person.

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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.

The Board approved two invoices and a time sheet.

2. Review & approve the minutes for the 1/12/22 PB meeting.

Mr. Snyder moved to approve the minutes for the January 12, 2022 meeting as written. Vice Chairman Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed 5-0-0.

3. Bond reduction – Jenkins Farm Subdivision.

Mr. Hadik presented a field observation report from the site walk on December 7, 2021, and a letter from Engineer Mark Goodrich of DuBois & King dated January 14, 2022 approving the bond reduction to \$25,000. The bond was originally \$289,400, and has accrued interest to currently total approximately \$292,000. The recommendation is to reduce the bond to \$25,000. Per Attorney Bennett, the subdivision is not subject to a post-construction maintenance bond. Road Agent Oleson has no issues with the bond reduction.

Selectman Myette asked if the drainage swales have always been plugged. Mr. Hadik explained silt is being captured by the grass and has built up over time. Most of this silting occurred before the lots were stabilized with grass. The developer still has to clean up the drainage swales.

Mr. Snyder moved to reduce the bond amount for Jenkins Farm Road, Map 2, Lot 2 88-1 and 88-2 to \$25,000 per letter from DuBois & King dated January 14, 2022. Vice Chairman Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed 5-0-0.

4. Review final draft of the PB's Annual Report.

Mr. Weider joined the Board at this time.

Mr. Hadik presented the final draft of the Planning Board's Annual Report. Mr. Weider asked if the report mentioned any grants received from the new Federal infrastructure funding. Mr. Hadik explained the details surrounding the \$1,010,000 REDC grant, and that the project has been approved to be added to the Comprehensive Economic Development Strategy (CEDS) Project Priority List for funding by the U.S. Department of Commerce, Economic Development Administration (EDA). He explained, however, the EDA has yet to approve the funding for this project.

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Mr. Hadik will add to the report that the Board has applied for the grant. The Board commended Mr. Hadik on the work he does to discover these grant opportunities.

5. Used tablets for Board Members to access meeting documents

Mr. Hadik has spoken with Ben Kilar, the Technology Director at Chester Academy, about the possibility of obtaining used tablets for the Board members to use during meetings to access meeting documents and reduce the amount of paper being used to print these documents. Mr. Kilar recommended Chromebooks and using Google Workspace; however, the School District does not have any used tablets available. This is because they must all be returned at the end of the 3-year leasing program.

Mr. Weider suggested looking at the Board's end-of-year expenses, and if there are funds remaining in the budget, obtaining Chromebooks for use by the Board members during the meetings. Mr. Hadik will continue to research a way to fund this idea.

7:15 PM – Appointments

None scheduled

7:30 PM – Public Hearings

- 1. Proposed zoning amendment to Article 2: Definitions – To amend the definition for “Educational Institutions” and differentiate between public and business educational facilities as referenced in Section 5.3.2.5.**

Mr. Weider moved to open the public hearing at 7:15 PM. Mr. Snyder seconded the motion. A vote was taken. All were in favor. The motion passed 6-0-0.

Mr. Hadik explained the definition is the same as it was when the Board reviewed it two weeks ago and voted to bring it to public hearing. There was no further discussion.

Mr. Snyder moved to close the public hearing at 7:16 PM. Vice Chairman Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed 6-0-0.

Mr. Snyder moved to take the proposed change to the definition of "Educational Institutions," Subsection 2.28 to the ballot at the upcoming Town Meeting. Vice Chairman Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed 6-0-0.

Non-Public Meetings

Mr. Snyder moved to go into a non-public session per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. Mr. Weider seconded the motion. A vote was taken. All were in favor. The motion passed 6-0-0.

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The camera was turned off at 7:20 PM.

Mr. Snyder moved to come out of non-public session. Mr. Weider seconded the motion. A roll call vote was taken. Sullivan – aye, Sederquest – aye, Richter – aye, Myette – aye, Weider – aye, Snyder - aye. The motion passed 6-0-0.

The meeting was reopened to the public at 7:57 PM.

Mr. Snyder moved to seal the minutes of the non-public session, under RSA 91 A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, for an indefinite period. Mr. Weider seconded the motion. A roll call vote was taken. Sullivan – aye, Sederquest – aye, Richter – aye, Myette – aye, Weider – aye, Snyder - aye. The motion passed 6-0-0.

Ms. Richter moved to adjourn the meeting at 7:58 PM. Mr. Sederquest seconded the motion. A roll call vote was taken. Sullivan – aye, Sederquest – aye, Richter – aye, Myette – aye, Weider – aye, Snyder - aye. The motion passed 6-0-0.

Future Meeting Dates

- February 9 – Rand SUB CD,
- February 23 -

A motion was made and seconded to adjourn the meeting. A vote was taken. All were in favor. The motion passed 6-0-0.

The meeting was adjourned.

Respectfully submitted,

Beth Hanggeli
Recording Secretary