

10-19-22: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester  
Planning Board Meeting  
Wednesday, October 19, 2022  
Approved Minutes**

The meetings are broadcast live on Comcast Channel 20, and streamed on [Government \(cablecast.tv\)](https://www.governmentcablecast.tv/) - click "Watch Now".

**Members & Staff Present:**

Brian Sullivan, Chairman  
Evan Sederquest, Vice Chairman  
Richard Snyder, Member  
Dana Theokas, Alternate  
Andrew Hadik, Town Planner

**Members Absent:**

Elizabeth Richter, Member  
Mike Weider, Member  
Selectman Chuck Myette, Liaison

**Guests and Members of the Public Present:**

Stephen O. Landau, Selectman  
Stephen D'Angelo, Selectman  
Royal Richardson, Chairman, Chester School Board  
Jonathan Eckerman, Vice Chairman, Chester School Board  
Dr. Sharon Locke, Superintendent, Chester School District  
Corinna Reishus, Director, Chester Recreation  
Aaron Berube, Chief of Police  
Chester PACT

**Meeting Agenda**

**7:00 PM – General Business**

1. Review & approve invoices, sign documents etc.
2. Review & approve the minutes for 10/12/22 PB meeting.
3. PB budget review.
4. Causeway bridge update.

**7:15 PM – Appointments**

1. Discussion with David Haddad, owner – DJ Construction, about reclaiming and repaving the Southwoods "North" Road.

**7:15 PM – Public Hearings**

1. Chester SAU CIP project reviews.

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2. Chester Recreation CIP project reviews.

3. Chester Police Department CIP project reviews.

## Meeting Minutes

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

### 7:00 PM – GENERAL BUSINESS

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

Documents and invoices were reviewed and signed.

#### 2. Review & approve the minutes for the 10/5/22 PB meeting.

*Ms. Theokas moved to approve the minutes of the 10/12/22 Planning Board meeting as written. Vice Chairman Sederquest seconded the motion. A vote was taken. All were in favor except Mr. Snyder, who abstained. The motion passed 4-0-1.*

#### 3. Budget review.

Mr. Hadik announced that the Board will be meeting with the Board of Selectmen tomorrow to review the PB's annual budget.

#### 4. Causeway bridge update.

Mr. Hadik updated the Board on the status of the causeway bridge replacement project. The boring and surveying have been done. DuBois & King would like to schedule a meeting with the Wason Pond Advisory Committee and parties from Recreation and the Board of Selectmen, where they will present designs, materials, and cost options. Once a conceptual design is selected, D&K can move forward and finalize the hydrologic study and the design, obtain the required wetland permit, and prepare the package to go out for bids. Funding issue aside, there is a possibility the project could be completed in 2023.

### 7:15 PM – Appointments

#### 1. Discussion with David Haddad, owner – DJ Construction, about reclaiming and repaving the Southwoods "North" Road.

Mr. Hadik explained that Mr. Haddad called to discuss repaving the Southwoods "North" Road. After some discussion it was agreed he would be attending tonight's meeting to discuss his questions with the Board, however, he did not show up.

### 7:30 PM – Public Hearings

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Mr. Hadik explained that during this evening's CIP project reviews, the Board will review the projects for the SAU, Recreation Department, and Police Department. The rest of the departments will meet with the Board on November 2<sup>nd</sup>. There will also be a third meeting on either on November 9<sup>th</sup> or 16<sup>th</sup> where the Board will finalize which projects will be added or stay in the CIP. So, this will give the department heads more time for to review their CIP projects in advance with the Board of Selectmen.

#### **1. Chester SAU CIP project reviews.**

Mr. Royal Richardson, Mr. Jonathan Eckerman, and Dr. Sharon Locke met with the Board to review the Chester School District's CIP projects. In FY 2023-24, new projects include venting for air circulation in the cafeteria and road sign replacement. They have applied for a DHS grant to cover the cost of security upgrades for the main office and Nurse's Office. In FY 2024-25, new projects include replacing moving/replacing the outbuildings to prepare for the playground renovation scheduled for the following year. In FY 2025-26, new projects include upgrading the preschool playground and adding security film on the windows of the first floor classrooms and offices. In FY 2025-26, new projects include adding a visual panic alarm system. Selectman Landau suggested the District apply for awards from the Department of Justice to cover the cost of security upgrades.

Selectman Landau asked for clarification on the need for bathroom refurbishments, as the building is only 20 years old. Mr. Richardson explained that there are issues with the facilities that can no longer be repaired, so they need to be replaced and will also be upgraded to lower operating costs. Mr. Richardson noted they try to be mindful that the school is an asset for the Town, and it needs to be maintained so that it is available to be used for a long period of time.

#### **2. Chester Recreation CIP project reviews.**

Ms. Corinna Reishus presented the Chester Recreation CIP projects to the Board. She has already reviewed her budget with the Board of Selectmen. The picnic tables are replaced every couple of years with metal ones that hold up well and are too heavy to be thrown into the pond. The temporary Nichols ballfield drainage repair figure is based on bid obtained by the Town Maintenance Department.

Nichols field baseball fencing repair and replacement is a new item that is needed for safety. She hopes to use Recreation impact fees for this project. There are also safety caps needed, so she will reach out to the independent groups that use the field to see if they will cover the cost. Selectman D'Angelo asked if gates could be added so kids would not climb over the fence to retrieve balls. Ms. Reishus said this is a possibility, but kids will still jump over the fence.

Purchasing tables and chairs is a new item to improve the MPR for public use. Additional benches and bleachers are also being ordered for the Town fields.

Mr. Hadik asked regarding the fitness area project. Ms. Reishus said they are considering redoing the skateboard park that is not being used. This item is located in the Wason Pond budget, but it is not located at Wason Pond, so should be moved into the appropriate line.

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### 3. Chester Police Department CIP project reviews.

Chief Aaron Berube presented the Chester Police Department CIP projects to the Board. He noted that the roof replacement is a new item. It has leaked for several years. The Board discussed moving this item to the GBB budget, as the Police Department is housed in a GBB building. Mr. Hadik explained that when the impact fees were updated earlier this year, he was directed to allocate the sections of the building to the appropriate CIP stakeholders. Mr. Snyder recommended showing that the other roof project budgets are linked to this one.

Police protective equipment (PPE) is an item that repeats every year. Mr. Hadik noted in the past two years, impact fees were used to pay for PPE, but there are not adequate fees to do so this year.

Chief Berube ordered a 2022 cruiser in March, but due to the shortage of computer chips, the company declined to build it in September. He was able to find a 2022 cruiser to purchase locally. He will add a cruiser to the FY 2024-25 budget and hope to find another one locally. He noted inflation is affecting the price of cruisers and hybrid options are also more expensive. Mr. Hadik noted if an electric vehicle is obtained, the cost of purchasing and installing a charging station will need to be included.

Mobile data terminals have been moved from the CIP's FY 2025-26 to FY 2023-24 as the ones they have now are not working properly. The portable radios also need to be replaced, as they are nearing the end of their service life. They are exploring installing a digital repeater in the school to improve coverage for safety purposes. They currently use cell phones when in the school, as there is no reception in the building. The Board discussed options for resolving the issue of Police and Fire departments not being able to communicate with each other and Chief Berube will continue to research solutions.

A pickup truck is listed in FY 2027-28 that would be replacing the current 4x4 pickup. This entry serves as a placeholder for future needs.

### Future Meeting Dates

- October 20 – PB Budget Review with BOS
- October 26 – Garabedian Gravel Pit PH Continuance, Jigsaw Candia Road SUB PH Continuance
- November 2 – CIP Project Reviews: Government Buildings, Fire Dept., Highway Dept.

***Mr. Snyder moved to adjourn the meeting. Vice Chairman Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed 5-0-0.***

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Beth Hanggeli, Recording Secretary