

6-7-23: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester  
Planning Board Meeting  
Wednesday, June 7, 2023**

**Approved Minutes**

**The meetings are broadcast live on Comcast Channel 20, and streamed on Government <https://reflect-chesterctv-from-nh.cablecast.tv/CablecastPublicSite/?channel=1> - click "Watch Now".**

**Members & Staff Present:**

Brian Sullivan, Chairman  
Evan Sederquest, Vice Chairman  
Mike Weider, Member  
Richard Snyder, Member  
Elizabeth Richter, Member  
Chuck Myette, Selectman Liaison  
Andrew Hadik, Town Planner

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

Timothy Peloquin, potential Planning Board Alternate Member  
David Haddad, DJ Development of Derry, LLC  
3 Unknown persons accompanying Mr. Haddad  
Rob Tardif, R A Tardif Engineering, LLC  
Jason Brown, Site Supervisor, Groundhog Landscaping  
Chester PACT

**Meeting Agenda**

**7:00 PM – General Business**

1. Review & approve invoices, sign documents (Garabedian LOC) etc.
2. Review & approve the minutes of the 5/3/23 & 5/10/23 PB meetings.
3. Review & approve request from Police Chief Aaron Berube for the release of an additional \$506.48 in PD impact fees for the purchase of PPE equipment.
4. Review & approve request from Recreation Director Corinna Reishus for the release of an additional \$991.34 in Recreation impact fees to cover cost increases for the ballfields fencing project.
5. Review & approve request from Supervisor of Roads (SOR) James Piper for the release of \$4,732 in Quadrant D impact fees for the emergency culvert replacement on Wells Village Road.
6. Discuss the proposed groundwater monitoring plan for the Garabedian gravel pit.
7. Discuss budget encumbrances/rollovers.
8. Review the following new roads for recommendations to the BOS for acceptance:
  - Gladys Nicoll Lane
  - Southwoods North Road
  - Southwoods South Road
  - Southwoods Roundabout
9. Revisit previous discussion about requiring As-Built plans for private roads.

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**7:15 - Public Hearings** - None scheduled

**7:15 PM – Appointments**

1. David Haddad re: Southwoods subdivision - to request a waiver from the plan requirements to paint STOP bars & pavement markings at the intersections with Route 102 & discuss obtaining a signed copy of the Stacey Lane subdivision CoA.

**Non-Public Session** - None scheduled

### 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 (Garabedian LOC) etc.**

Documents and invoices were reviewed and signed.

2. **Review & approve the minutes of the 5/3/23 & 5/10/23 PB meetings.**

***Mr. Weider moved to approve the minutes of the 5/3/23 Planning Board meeting as written.***

On lines 124 and 125, the wording should be changed to, "...not to measure the levels, but to verify the means for controlling proper dust levels."

***Mr. Weider amended his motion to approve the minutes of the 5/3/23 Planning Board meeting as amended. Ms. Richter seconded the motion. A vote was taken. All were in favor except Selectman Myette who abstained. The motion passed 5-0-1.***

***Mr. Weider moved to approve the minutes of the 5/10/23 Planning Board meeting as written.***

On line 90, the wording should read Vice Chair, not Vice President.

***Mr. Weider amended his motion to approve the minutes of the 5/10/23 Planning Board meeting as amended. Vice Chair Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed 6-0-0.***

3. **Review & approve a request from Police Chief Aaron Berube for the release of an additional \$506.48 in PD impact fees for the purchase of PPE equipment.**

***Mr. Weider moved to approve the request for an additional \$506.48 based on the meeting Mr. Hadik had with Police Chief Berube and Town Finance Director Joanne Smith on June 6, 2023. Vice Chair Sederquest seconded the motion. A vote was taken. All were in favor except Selectman Myette, who abstained in his role as Selectman. The motion passed 5-0-1.***

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- 95 **4. Review & approve a request from Recreation Director Corinna Reishus for the release of an**  
96 **additional \$991.34 in Recreation impact fees to cover cost increases for the ballfields fencing**  
97 **project.**

98  
99 *Mr. Weider moved to release \$991.34 in Recreation impact fees for Town ballfield fencing*  
100 *replacement per a request from Recreation Director Reishus dated May 22, 2023. Mr. Snyder*  
101 *seconded the motion. A vote was taken. All were in favor except Selectman Myette, who abstained in*  
102 *his role as Selectman. The motion passed 5-0-1.*

- 103  
104 **5. Review & approve a request from SOR James Piper for the release of \$4,732 in Quadrant D impact**  
105 **fees for the emergency culvert replacement on Wells Village Road.**

106  
107 *Mr. Weider moved to approve the request from SOR James Piper dated June 5, 2023, to release \$4,732*  
108 *in Quadrant D impact fees for culvert replacement on Wells Village Road. Mr. Snyder seconded the*  
109 *motion. A vote was taken. All were in favor except Selectman Myette, who abstained in his role as*  
110 *Selectman. The motion passed 5-0-1.*

- 111  
112 **6. Discuss the proposed groundwater monitoring plan for the Garabedian gravel pit.**

113  
114 Selectman Myette and Mr. Weider recused themselves from this discussion as abutters to the project.

115  
116 Mr. Hadik noted the Board agreed that the groundwater monitoring plan should be reviewed by DuBois  
117 & King. The DES has reviewed the groundwater monitoring plan for the offsite wells, but not the  
118 monitoring plan for the onsite wells. The Board's concern is that they did not want to first find out  
119 about contamination from the monitoring offsite, abutting homeowner wells. Rather, the Board wants  
120 to see the onsite monitoring wells located in a way to be the first wells for detecting contamination if it  
121 were to occur.

122  
123 The Board discussed their concerns regarding the number, type, and location of wells needed for  
124 groundwater monitoring. There was some confusion regarding the number of wells and their  
125 placement. Mr. Tardif said his understanding was there are six wells, the location of which was agreed  
126 upon by The Dubay Group and DuBois & King. He described his understanding of the type of wells and  
127 their function. Chair Sullivan clarified that six wells are adequate; the location of the wells is of concern.

128  
129 Mr. Myette, 159 Fremont Road, a groundwater hydrologist with 50 years' experience, explained the  
130 concepts behind monitoring well placement. He also recommended "twinning" the bedrock and  
131 overburden wells to simplify the installation of the wells. He reminded everyone that the project must  
132 come back for review in two years. At some point additional on-site monitoring wells may be required.

133  
134 Mr. Snyder asked when the wells will be drilled. Jason Brown replied as soon as the locations are  
135 established, and the drillers are available. He noted that drilling wells in the north end of the property  
136 will be expensive and difficult, as the land is steep and covered with virgin forest. Jason would like to  
137 leave as much vegetation onsite as long as possible, which will help with dust and noise levels. He said  
138 the wells in the currently proposed locations will be easier to drill.

139  
140 After much discussion, the Board decided on the number, location and twinning of the monitoring wells.  
141 Jason noted the location on the north side of the cut will require cutting a path to allow equipment to

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access the site. Mr. Tardif will speak with The Dubay Group to map the revised well locations. Mr. Brown will contact the monitoring well boring company to get on their schedule.

Mr. Brown asked what type of equipment will be used to check the wells so that he knows how much maintenance will be needed to ensure accessibility to the wells. Mr. Tardif said the equipment will be carried in by hand.

Mr. Brown asked for permission to screen and move 9,000 yards of loam that will be stockpiled for reclamation. It is currently piled on the site of the future detention pond. He would like to begin digging this pond and selling the excavated material, so trucks will be accessing the site. The second turnoff on Stowe Road needs to be built and he can use the screened-out material for that purpose.

Ms. Richter asked if this would have an adverse environmental impact that the wells would be needed to monitor. Jason projected he would not excavate additional material out of the hill until the two pairs of lower wells are installed, near the detention pond. It should take about a month to screen the loam. He will ask for these two wells to be installed first. The Board reviewed the CoA and determined Jason's proposed actions fall within the CoA.

Mr. Hadik noted the Conditions of Approval (CoA) have not been recorded yet, but Chair Sullivan has signed the \$645,000 bond for the Town. Mr. Hadik noted that once the final well locations are established, no more environmental discussions will be needed (*related to recording the CoA*).

Mr. Mike Weider, 80 Red Squirrel Lane, asked if all permits had been finalized and ID numbers issued, and Jason answered in the affirmative.

Mr. Hadik asked about the second turnout. Mr. Brown reported the apron has been paved. Supervisor of Roads Piper and Building Inspector Bunker have inspected the site. Mr. Brown will contract having the yellow centerline painted on Fremont Road that the Board of Selectmen requested (*from Rte. 102 to Towle Road*). Mr. Brown will also start constructing the second turnout.

## **7. Discuss budget encumbrances/rollovers.**

Mr. Hadik presented two items in the budget that he would like to roll over to the next fiscal year. The Southern New Hampshire Planning line, \$7,100, was not used, as there were no circuit riders available this year. He anticipates the unused portion of the part-time clerk line will be between \$3,000 and \$3,500. These two items would total between \$10,000 to \$10,500.

\$26,000 was budgeted for a part-time planner. There are 13 planner positions currently listed on the NHMA job list and he is concerned they do not have enough funds to attract applicants. He would like to encumber the \$10,000 to \$10,500 as he believes additional funds will be needed to augment the budgeted figure to hire a planner.

Mr. Weider noted an obligation is needed to encumber funds, as the legislative body approved the budget as it stands. An obligation would not be part of the approved budget. Mr. Hadik suggested using the funds to retain the part-time clerk as the position was not included in next year's budget. Mr. Weider pointed out there is \$20,000 in next year's budget for the part-time clerk position (*or part-time*

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planner). Selectman Myette noted the salary pool includes a sign-on bonus of \$10,000 and it is a bottom-line budget, so that number could change based on other budget items.

After a discussion, it was determined that these funds could not be encumbered.

**8. Review the following new roads for recommendations to the BOS for acceptance:**

- Gladys Nicoll Lane
- Southwoods North Road
- Southwoods South Road
- Southwoods Roundabout

Ms. Richter recused herself from the Gladys Nicoll Lane discussion as an abutter.

Mr. Hadik explained that Mr. Mike Oleson has provided all necessary documentation to support the road is ready for acceptance. Mr. Oleson reported he will mail the last check to pay the outstanding invoice from DuBois & King right after the meeting.

***Mr. Weider moved that the Planning Board make a recommendation to the Board to Selectmen for acceptance of Gladys Nicoll Lane, pending receipt of an email from DuBois & King stating the final invoice is paid. Mr. Snyder seconded the motion. All were in favor except Selectman Myette, who abstained in his role as Selectman. The motion passed 4-0-1.***

Ms. Richter returned to the meeting.

**7:15 PM – Public Hearings**

None scheduled

**7:15 PM – Appointments**

**1. David Haddad re: Southwoods subdivision, to request a waiver from the plan requirements to paint STOP bars & pavement markings at the intersections with Route 102.**

Mr. Hadik noted that there are no other intersections in Town with the requested “STOP” pavement markings in 8-foot-long letters. Mr. Weider pointed out there are roads that do have STOP bars.

Mr. Haddad said the stop sign poles were straightened; however, Mr. Hadik has no verification of this. Mr. Haddad noted the need for a bracket to complete the repair on a street sign. The road cannot be accepted without the sign being repaired.

***Mr. Weider moved that the Board waive the condition of painting the word STOP on Southwoods entrance and exit, and maintain the requirement for painting STOP bars. Mr. Snyder seconded the motion. A vote was taken, all were in favor. The motion passed 6-0-0.***

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Mr. Hadik reviewed the road acceptance checklist for this subdivision. He listed the requirements that have been met. Attorney Bennett approved the title company and lien-free certification; however, he noted the Board of Selectmen might want to make sure it is current.

There are three other outstanding items. The Planning Board will recommend the road for approval to the Board of Selectmen, with conditions. One is the condition that all outstanding bills are paid by July 31<sup>st</sup>. The Planning Board usually grants a temporary waiver for this, as it takes four to six weeks for DuBois & King's billing cycle to be completed. Two is that three sets of as-built plans are needed as well as approval by the Town Engineer that these plans meet Town specifications. Mr. Haddad reported the as-builts have been given to the Town Engineer for review. And finally, that the "stop" bars are painted.

***Mr. Weider moved to recommend to the Board of Selectmen that Southwoods North and Southwoods South and the Southwoods roundabout are ready for acceptance, with the following conditions: 1) submittal of three sets of as-built plans which have been signed off by Jeff Adler; 2) all outstanding invoices paid by 7/31/23; 3) the broken bracket on the road sign to be replaced or repaired; and 4) STOP bars at the end of Southwoods North and Southwoods South are installed (painted). Mr. Snyder seconded the motion. A vote was taken. All were in favor except Selectman Myette, who abstained in his role as Selectman. The motion passed 5-0-1.***

## **2. David Haddad to discuss obtaining a signed copy of the Stacey Lane subdivision Conditions of Approval (CoA).**

Mr. Haddad explained he is trying to obtain an electrical (*subsurface*) layout plan from Eversource for 78 Raymond Road. Eversource has requested a signed copy of the Stacey Lane CoA. Mr. Hadik is concerned about signing the CoA as they do not have the final plans yet or fulfilled any of the other conditions which are required before the CoA are usually signed.

The Board agreed that Mr. Hadik should write a letter expressing that the CoA have been conditionally approved, but nothing has been recorded yet, in the hope that Eversource will accept this. The conditions of approval could be attached to this letter.

***Mr. Weider moved to authorize Town Planner Hadik to write a letter expressing that the Conditions of Approval have been conditionally approved, but nothing has been recorded yet. Mr. Richter seconded the motion. A vote was taken, all were in favor. The motion passed 6-0-0.***

## **9. Revisit previous discussion about requiring As-Built plans for private roads.**

Mr. Hadik reviewed the video of the meeting where the Board discussed as-built plans. No one raised an objection to having as-builts for private roads. The original CoA for Southwoods, which were recorded in 2006, said as-builts needed to be supplied. In the CoA (*from 2019*) that were recorded in 2022 for Phase IV this subdivision, there is a condition that specifically notes that as-built plans shall be submitted for all four phases, which would include the private roads (in Phases III and IV). This is consistent with the Board's practice. Mr. Hadik asked the Board if they wanted to continue not requiring as-builts for private roads.

Mr. Hadik noted in Southwoods' Phase IV bond, there is approximately \$6,500 budgeted for as-built plans. Mr. Snyder clarified that in general, the Board requires as-builts for private roads. In Mr.

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Haddad's case, the private roads have already been built and there are no as-built plans that they are aware of. So, the Board waived this requirement in this instance. However, they will be required in the future.

Mr. Hadik will notify Mr. Haddad that as-built plans will still be required for Stacey Lane.

#### **Future Meeting Dates**

- June 14 – Eversource Line 373 & 391 CUP PH,
- June 28 –

***Ms. Richter moved to adjourn the meeting. Vice Chair Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed unanimously.***

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,  
Beth Haggeli, Recording Secretary