

10-25-23: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, October 25, 2023**

Approved Minutes

The meetings are broadcast live on Comcast Channel 6, 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
Richard Snyder, Member
Elizabeth Richter, Member
Andrew Hadik, Town Planner

Members Absent:

Mike Weider, Member
Selectman Chuck Myette, Liaison

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 of the 10/11/23 PB meeting.
3. Review & approve SOR James Piper’s request for the release of \$24,206 in impact fees to put towards the cost of the emergency culvert replacement on Lane Road.
4. Review & approve SOR James Piper’s request for the release of \$8,235.29 in impact fees to put towards the cost of the emergency culvert replacement on Lane Road.
5. Garabedian Gravel Pit – road surface discussion.
6. Discuss scheduling CIP project review sessions – 6:00 PM start on 8th & meet on 15th instead of 22nd.
7. FYI Stacey Lane subdivision & pre-construction meeting.

7:15 - Public Hearings

Proposed amendments to the Town of Chester’s Subdivision & Site Plan Review Regulations in response to the passage of NH Senate Bill 78:

- Subdivision – amend Section 3.9 - Performance and Maintenance Guarantee
- Site Plan Review – amend Section 7.7 - Performance and Maintenance Guarantee

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Non-Public Sessions

1. 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.

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 of the 10/11/23 PB meeting.

Mr. Snyder moved to approve the minutes of the 10/11/23 Planning Board meeting as written. Vice Chair Sederquest seconded the motion. A vote was taken. All were in favor except Ms. Richter, who abstained. The motion passed 3-0-1.

3. Review & approve SOR James Piper's request for the release of \$24,206 in impact fees to put towards the cost of the emergency culvert replacement on Lane Road.

Mr. Hadik reviewed the request to release impact fees, which will be put toward the cost of replacing the washed-out culvert on Lane Road.

Mr. Snyder moved to approve the release of \$24,206 in highway impact fees in Quadrant A towards the cost of the emergency replacement of the washed-out culvert on Lane Road from beaver dam failure per the letter from the Chester Highway Department dated October 18, 2023. Vice Chair Sederquest seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

4. Review & approve SOR James Piper's request for the release of \$8,235.29 in impact fees to put towards the cost of the emergency culvert replacement on Lane Road.

Mr. Hadik discussed the request to release offsite improvement fees plus accrued interest. The request will close out this account, the funds to be put toward the cost of replacing the washed-out culvert on Lane Road.

Mr. Snyder moved to approve the release of \$8,235.29 plus any accrued interest in highway offsite improvement fees in Quadrant A towards the cost of the emergency replacement of the washed-out culvert on Lane Road from beaver dam failure per the letter from the Chester Highway Department dated October 18, 2023, from James Piper, Supervisor of Roads. Ms. Richter seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

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5. Garabedian Gravel Pit – road surface discussion.

Mr. Hadik requested finer surface material be added to Stowe Road. Jason Brown, site supervisor, said he will be able to address this mid- to late November. His intent is to use materials obtained from blasting. The Board concurred.

6. Discuss scheduling CIP project review sessions – 6:00 PM start on 8th & meet on 15th instead of 22nd

The Board discussed the dates and start times of the proposed CIP project review sessions:

November 8: SAU, Government Buildings, Fire Department.

November 15: Police Department, Recreation Department, Library, and Highway Department.

The Board agreed both to meet on the third Wednesday of the month, and to start the meeting on November 8th at 6:00 pm.

Mr. Hadik noted that on November 8th, a team from the New Hampshire DOT will be presenting options for improvements to the Route 102 and Route 121 intersection.

7. FYI Stacey Lane subdivision & pre-construction meeting.

Mr. Hadik updated the Board on the pre-construction meeting held on October 24, 2023, regarding 78 Raymond Road “Stacey Lane” subdivision. After reviewing the plans, approval was given to begin work on this development. The Board discussed the use of granite curbing and made the recommendation it be installed sloped rather than vertically-sided. Mr. Hadik noted that the subdivision has been recorded at the Registry after the last of the required paperwork was received.

7:15 PM – Public Hearings

1. Proposed amendments to the Town of Chester’s Subdivision & Site Plan Review Regulations in response to the passage of NH Senate Bill 78:

- Subdivision – amend Section 3.9 - Performance and Maintenance Guarantee
- Site Plan Review – amend Section 7.7 - Performance and Maintenance Guarantee

Vice Chair Sederquest moved to go into public hearing. Ms. Richter seconded the motion. A vote was taken. All were in favor. The motion passed unanimously.

Mr. Hadik noted both amendments have identical wording. The amendments are in response to New Hampshire Senate Bill 78 that took effect the beginning of October 2023. The amendments were recommended by counsel and have been reviewed by the Board. The biggest change to the ordinance is that the Town is no longer allowed to require a maintenance bond after a subdivision is completed.

Mr. Snyder moved to approve the amendment to Section 3.9, Performance and Maintenance Guarantee, of the subdivision regulations as previously reviewed and presented to the Planning

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Board. Vice Chair Sederquest seconded the motion. A vote was taken. All were in favor. The motion passed unanimously.

Mr. Snyder moved to approve the amendment to Section 7.7, Performance and Maintenance Guarantee, of the site plan review regulations as previously reviewed and presented to the Planning Board. Ms. Richter seconded the motion. A vote was taken. All were in favor. The motion passed unanimously.

Ms. Richter moved to close the public hearing. Mr. Snyder seconded the motion. A vote was taken. All were in favor. The motion passed unanimously.

Non-Public Session

Vice Chair Sederquest moved to go into 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, other than a member of this board. Ms. Richter seconded the motion. A roll call vote was taken. Sullivan – aye, Richter – aye, Sederquest – aye, Snyder – aye. The motion passed 4-0-0.

The Planning Board went into non-public session at 7:22 pm.

The Planning Board came out of non-public session at 8:10 pm.

Ms. Richter moved to come out of non-public. Vice Chair Sederquest the motion. A roll call vote was taken. Sullivan – aye, Richter – aye, Sederquest – aye, Snyder – aye. The motion passed 4-0-0.

Mr. Snyder moved to seal the minutes of the non-public session indefinitely. Ms. Richter seconded the motion. A roll call vote was taken. Sullivan – aye, Richter – aye, Sederquest – aye, Snyder – aye. The motion passed 4-0-0.

Future Meeting Dates

- November 8 @ 6:00 pm - SAU, GGB & CFD CIP project reviews; @7:00 pm - NH DOT Intersection Presentation
- November 16 – CIP project reviews; CPD, REC, LIB & HWY CIP project reviews

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

The meeting was adjourned.

Respectfully submitted,
Beth Hanggeli, Recording Secretary