

11-15-23: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester
Planning Board Meeting
Wednesday, November 15, 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:

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

Members Absent:

Brian Sullivan, Chairman
Richard Snyder, Member

Guests and Members of the Public Present:

Aaron Berube, Police Chief
Corinna Reishus, Recreation Director
Kandace Knowlton, Public Library Director
Deb Munson, Board of Trustees, Chester Public Library
James Piper, Supervisor of Roads
John Dalrymple, Chester Maintenance Department
Mike Oleson
Chester PACT

Meeting Agenda

7:00 PM – General Business

1. Review & approve invoices, sign documents etc.
2. Review & approve the minutes of the 11/8/23 PB meeting.
3. Zoning question for PB regarding definition of “General Store.”

7:00 PM – Appointments – CIP Project Reviews

1. Aaron Berube, Police Chief – To discuss the Police Department’s CIP projects.
2. Corinna Reishus, Recreation Director – To discuss the Recreation Department’s CIP projects.
3. Kandace Knowlton, Public Library Director – To discuss the Library CIP’s projects.
4. James Piper, Supervisor of Roads – To discuss the Highway Department CIP’s projects.

Public Hearings

None scheduled.

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Non-Public Sessions

None scheduled.

Meeting Minutes

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

7:00 PM – General Business

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

There were no documents and/or invoices to be reviewed and signed.

2. Review & approve the minutes of the 11/8/23 PB meeting.

Mr. Weider moved to approve the minutes of the 11/8/23 Planning Board meeting as written. Ms. Richter seconded the motion. A vote was taken. All were in favor. The motion passed 4-0-0.

3. Zoning question for PB regarding definition of “General Store.”

Mr. Hadik said Building Inspector Bunker has noted there is no definition in zoning of a "General Store." This is listed as a “special exemption” use. Mr. Hadik will check with one of the originators of the zoning ordinance.

7:00 PM – Appointments – CIP Project Reviews

1. Aaron Berube, Police Chief – To discuss the Police Department’s CIP projects.

Police Chief Berube appeared before the Board to present the Chester Police Department CIP projects. The Board discussed the reason the roof replacement appears under the PD’s portion of Table 10 – List of CIP Projects, and not under General Government Buildings. This item was submitted this way for last year's CIP. The Board agreed to move the project under General Government Buildings. Selectperson Myette noted the PD’s roof is leaking and needs to be repaired this year.

The Board discussed the cost of replacing the Department’s tasers and ancillary equipment, and the Chief noted the importance of officers working alone to have this specialized equipment. He also explained the continuing difficulties of obtaining quotes from dealers for police cruisers.

Mr. Weider said he has been getting complaints about the recent tax rate increase. Selectman Myette pointed out the tax rate is voted on at the Town Meeting. He urged residents to attend Town committee meetings to provide input and better understand the cost of operating the Town.

2. Corinna Reishus, Recreation Director – To discuss the Recreation Department’s CIP projects.

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Director Reishus and Kathy Dircks, chairman of the Chester Recreation Commission, appeared before the Board to present the Chester Recreation Department's CIP projects. The Board discussed the estimated cost of replacing the causeway at Wason Pond. Mr. Hadik noted that some of the bridge department's staff at the engineering firm has changed, so he will contact them to obtain an updated cost estimate. The Board discussed why the water line repair project at Wason Pond is included as a Recreation CIP project and if it is necessary. They agreed to remove this item from Table 10 – List of CIP Projects.

The Board discussed the cost and merits of a temporary repair of the Nichols ballfields drainage system versus a complete rebuild of the system and fields. They decided to support a temporary repair of the system using \$5,850 in Recreation impact fees, and to look for a grant to pay for a future complete reconstruction of the system and fields. The repair project will also be removed from Table 10 – List of CIP Projects. The Board also discussed replacing the MPR bleachers.

3. Kandace Knowlton, Public Library Director – To discuss the Library's CIP projects.

Library Director Ms. Knowlton appeared before the Board to present the Chester Public Library's single CIP project. She noted the building has suffered rot and water damage due to improperly installed gutters, and that repairs are needed as soon as possible. A quote for the repairs in the amount of \$31,000 has been obtained. The Board agreed the repair project should be listed for the next fiscal year.

4. James Piper, Supervisor of Roads – To discuss the Highway Department's CIP projects.

Mr. Piper appeared before the Board to present the Chester Highway Department CIP projects. The Board questioned the need for a wheeled excavator. Mr. Piper explained a wheeled excavator can be driven around Town, while a tracked excavator must be moved around by trailer. A CDL Class A license is required to be able to haul heavy equipment. All the Department's employees have Class B licenses, none have the required Class A license. He noted the Department is working towards becoming more self-sufficient, and having the ability to do the work needed when it needs to be done with fewer equipment rentals.

The Board discussed the merit of lease-purchasing new equipment versus outright purchasing. Mr. Weider noted that if the economy slows, more lightly used equipment may become available at lower costs. The Board also discussed funds received as part of the annual and one-time Highway Block Grants. They also discussed pushing out the purchase of a replacement of the F-550 type plow truck another year to FY26-27 if possible.

Selectperson Myette requested the repaving of Carkin & Donna streets project be scheduled for the upcoming fiscal year.

Mr. Hadik asked about the amount of the Town's share of the Dump Road line item on Table 10. Mr. Piper said there is a draft agreement between the Town and Remi-Sons to cover the cost of paving this section of road. The Town will pay approximately \$114,000 for the materials, and Remi-Sons will do the work.

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The Board asked if some projects could be shuffled between the fiscal years to help balance the annual totals, and thereby the annual tax impacts of each fiscal year. Mr. Hadik noted this was yet to be done and would be reviewed by the Board at the meeting on December 6th.

Mr. Hadik was asked about the possibility of obtaining grants to cover the cost of replacing the culverts of, and repaving Halls Village Road. He opined, the more he learned about the distribution of Federal road grants, the less likely he thought of the possibility of the Town receiving direct funding for this project.

Future Meeting Dates

- December 6 – Finalization of CIP Table 10 – CIP Projects
- December 13 –

Ms. Richter moved to adjourn the meeting. Mr. Weider seconded the motion. A vote was taken. All were in favor. The motion passed unanimously.

The meeting was adjourned at 8:51 p.m.

Respectfully submitted,
Beth Hanggeli, Recording Secretary