

11-28-18 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester**  
**Planning Board Meeting**  
**Wednesday, November 28, 2018**  
**Municipal Complex**  
**Approved Minutes**

**Members Present:**

Brian Sullivan, Chairman  
Evan Sederquest, Vice Chairman  
Elizabeth Richter, Member (Arrived at 7:10 pm)  
Michael Weider, Member (Arrived at 7:28 pm)  
Aaron Hume, Alternate Member  
Dana Theokas, Alternate Member

**Members Absent:**

Richard Snyder, Member  
Cass Buckley, Ex-Officio

**Staff Present:**

Andrew Hadik, Planning Coordinator

**Others Present at Various Times:**

Kevin Kistler, Vice Chair Recreation Commission  
Michelle Trask, Chairperson Recreation Commission  
Penny Williams, Tri-Town Times

Chairman Sullivan opened the meeting at 7:02 pm.

Chair Sullivan noted Mr. Hume is the alternate for Mr. Snyder, and Ms. Theokas is the alternate, temporarily, for Ms. Richter.

Ms. Richter arrived at the meeting at 7:10 pm.

Chair Sullivan advised that Ms. Theokas is the alternate for Mr. Weider until he arrives.

Mr. Weider arrived at the meeting at 7:28 pm.

**Meeting Agenda**

**General Business**

- Review and sign invoices and time sheets.
- Review and approve minutes for the November 7, 2018 meeting and November 14, 2018 meeting.

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- Have Chairperson sign reprinted Conditions of Approval.
- Reviewed proposed CIP projects.

#### **7:05 PM – Appointments**

None scheduled.

#### **Public Hearings**

Continued until 12/12 – 1. Conditional Use Permit application by Eversource Energy (PSNH) for utility maintenance – Eversource Energy Line 373 and 391 Grounding Project.

Continued until 12/12 – 2. Continuation of the Public Hearing for the application by Mary Gesel, 49 Chester Street, Chester, NH, owner, for site plan review of the multi-use property located at 15 Chester Street (Map 16 Lot 9). The site plan review shall include an ice cream shop, hobby shop, real estate office, two additional apartments, and expansion of parking and snow storage areas to accommodate these businesses.

#### **Future Meeting Dates:**

December 5 – CIP, PB Budget

December 12 – Eversource CUP PH, CIP

#### **Review and approve minutes for November 7, 2018 meeting.**

The Board reviewed the minutes from November 7, 2018 meeting.

Line 350 was amended to include “to the CIP.”

Vice Chair Sederquest made a motion to approve the minutes from November 7, 2018, as amended; Mr. Hume seconded the motion. Motion approved, 4-0-1, Ms. Richter abstained.

#### **Review and approve minutes for November 14, 2018 meeting.**

The Board reviewed the minutes from November 14, 2018 meeting.

“Aaron Hume” was removed from line 11; “Aaron Hume” was added under Members Absent. The word “is” was removed from line 99. “Sprinkler system tank” was added to line 106.

Ms. Richter made a motion to approve the minutes from November 14, 2018, as amended; Vice Chair Sederquest seconded the motion. Motion approved, 4-0-1, Mr. Hume abstained.

#### **Public Hearings**

Continued until 12/12 – 1. Conditional Use Permit application by Eversource Energy (PSNH) for utility maintenance – Eversource Energy Line 373 and 391 Grounding Project.

11-28-18 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Continued until 12/12 – 2. Continuation of the Public Hearing for the application by Mary Gesel, 49 Chester Street, Chester, NH, owner, for site plan review of the multi-use property located at 15 Chester Street (Map 16 Lot 9). The site plan review shall include an ice cream shop, hobby shop, real estate office, two additional apartments, and expansion of parking and snow storage areas to accommodate these businesses.**

Vice Chair Sederquest made a motion to open the Public Hearing for conditional Use Permit application by Eversource Energy (PSNH) for utility maintenance – Eversource Energy Line 373 and 391 Grounding Project, and continuation of the Public Hearing for the application by Mary Gesel, 49 Chester Street, Chester, NH, owner, for site plan review of the multi-use property located at 15 Chester Street (Map 16 Lot 9). Ms. Richter seconded the motion. Motion approved, 5-0-0.

The Public Hearing was opened at 7:23 pm.

Ms. Theokas made a motion to continue both Public Hearings until December 12, 2018; Ms. Richter seconded the motion. Motion approved, 5-0-0.

#### **Reviewed proposed CIP projects.**

##### **Chester School District**

The Board reviewed and discussed the Chester School District CIP projects.

The Board did not cut any of the proposed Chester School District CIP projects.

Mr. Weider arrived at the meeting at 7:28 pm.

##### **Recreation Department Projects**

Mr. Hadik invited Ms. Trask to the meeting table.

Mr. Hadik noted that, as a result of the reviews on November 7<sup>th</sup>, he added an additional project to the Recreation projects listed in the CIP. Because of the discussion, the French Ballfields Reconstruction has been added, but that project is waiting on estimates.

Ms. Trask explained that the French ballfields drainage system had been snaked and had somewhat improved the drainage, but that there are still serious drainage problems. She noted that luckily this season the Chester teams were able to play at the Wason Pond field, however, this was not an ideal situation. Mr. Hadik noted the issues there are not just the age of the drainage system, but excessive clay content in the soil and grading, which should be addressed at some point to prevent the re-occurring problems.

Mr. Weider suggested the Recreation Commission work with a landscape architect to develop a plan and a schedule for the reconstruction of the French ballfields.

The Board discussed the Recreation projects.

11-28-18 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

Chair Sullivan said that what the Recreation Department finds challenging is that everything is a “want”, unlike the other Departments that have “need”s. He noted that “wants” shouldn’t all be cut, and only “needs” kept.

Chair Sullivan suggested that the Recreation Department note on the project description paperwork how many people in Chester a project will affect.

Mr. Weider said that his thought process focuses on project items such as ballfields, that exist, that need to be maintained and kept. He said that things like a pavilion are a new item that would be nice, but are a want. Mr. Hadik noted that the Recreation Department does have items, such as the pavilion, that reflect the Town’s Master Plan.

The Board and Ms. Trask discussed the pavilion. Ms. Trask explained the pavilion. She said that the Recreation Commission was asked by the BOS and the Wason Pond Conservation and Recreation to add a pavilion to their project list for the CIP. Ms. Trask said there has been a lot of support and push for this to be added to the CIP. She noted the main use by the Recreation Department would be the Summer Program.

Ms. Trask pointed out that the Wason Pond Master Plan includes a pavilion at Wason Pond. Mr. Weider argued that the pavilion wouldn’t be used by much of the Town. Mr. Hadik said that they are currently putting up a 30x30 tent for the Summer Recreation Program. Mr. Weider suggested during bad weather the Summer Program use other available buildings at Wason Pond.

Chairman Sullivan said he is not arguing one way or another but, that a pavilion will require maintenance.

Ms. Richter said that it is important to know how much use that area will get.

Mr. Weider and Ms. Theokas discussed the funding of baseball versus a pavilion. Mr. Weider noted that he hasn’t heard one tax payer stand in front of him and suggest raising money for a pavilion.

Ms. Richter asked if there is a shortage of useable space for programming at Wason Pond for the Recreation. Ms. Trask said yes, when the weather gets bad. She noted that the Summer Program kids can not all fit into the Community Center. Ms. Richter asked if the pavilion could be used for the Summer Program when the weather gets bad. Ms. Trask said yes.

The Board had further discussion of the need for a pavilion.

Chairman Sullivan suggested the Recreation Department use funds from the revolving account.

Mr. Hume reminded the Board that there had been a recommendation to not add any new infrastructure.

The Board agreed to discuss the items needed to be removed from the Recreation CIP projects list.

Ms. Theokas said she would like to see the gravel entrance/parking area at the sledding hill on Lane Road – Spring Hill Farm property. Mr. Weider asked why the Highway Department can’t build a parking lot themselves, instead of paying a contractor.

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Mr. Hadik and the Board discussed the best way to determine the projects to keep on the CIP list.

The Board had more discussion about the pavilion.

Chairman Sullivan said he thinks the Recreation should find out how many people in the Town support the projects; he suggested getting justification and additional data for the projects for next year.

The Board discussed a “wish list” versus what is realistic for the Town to build and fund.

Mr. Weider asked why the funds for maintaining some of the Recreation items, such as the picnic tables, are not coming out of the revolving funds.

**The Board agreed to keep the following projects in the CIP:**

**Ballfields - Finish Grading & Reseeding (\$30,000 – 2019-2020) - *Already funded\**.**

**Beach Area Pavilion (\$40,000 – 2020–2021)**

**Picnic Tables (\$5,000 - 2020–2021)**

**Ballfields – Equipment Sheds (\$20,000 – 2021-2020)**

**MPR Netting, Floor Mats, Wall Pads, Water Fountain (\$30,000 – 2019-2020) - *Already funded\**.**

**Community Center Technology Center (\$30,000 – 2019-2020) - *Already funded\**.**

**Mobile Concession Stand (\$25,000 – 2022–2023)**

**Ballfields – Dugouts (\$10,000 – 2020-2021)**

**Ballfields – Goals, Field Lining Equipment (\$10,000 – 2023–2024)**

**French Ballfields Reconstruction – (no cost estimate or date yet)**

**(\* - Not seeking funding for in 2019-2020)**

**Items removed from the Recreation Department CIP project list:**

**Town Tennis Courts (\$50,000 – 2021–2022)**

**Town Dog Park (\$50,000 – 2025–2026)**

**Fitness Trail (\$20,000 – 2020-2021)**

**Ballfields – Toilet Facility (\$50,000 – 2022-2023)**

**Gravel Entrance/Parking Area at the Spring Hill Farm – Lane Road property (\$10,000 – 2025–2026)**

**Refurbish Skateboard Park (\$50,000 – 2024–2025)**

**Ballfields – Irrigation (\$15,000 – 2025–2026)**

**Refurbish Basketball Court/Skating Rink (\$25,000 – 2023–2024)**

Ms. Trask and Mr. Kistler departed the meeting at 8:46 pm.

The Board addressed the Library projects CIP list.

**Library Projects**

**Comprehensive Renovation (\$50,000 – 2019-2020)**

**Rear Patio – Outdoor Function Area (\$27,000 – 2021-2022)**

**Connect to Post Office and Renovate Second Floor (no cost estimate or date yet)**

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The Board discussed the three projects on the Library CIP, and the funding which the Library has already raised.

Ms. Qualters read from the November 7, 2018 minutes to clarify what the Library has said they have in existing funds, "Ms. Knowlton explained where the Library is getting part of the funds for the project: a trust fund valued at \$110,000, a 501c Foundation which has raised \$15,000, and Library Impact Fees of \$19,000."

Mr. Hadik said that he will recommend to the Library to put the Library Renovation project out to bid in March, so they will have numbers prior to the annual Town Meeting.

Chairman Sullivan noted that the Library will be determining if the project will be pushed out a year depending on how successful their fundraising is.

The Board discussed whether the Rear Patio project should be done at the same time as the Library Renovation.

The Board left the projects as they are listed.

The Board addressed PACT.

### **PACT**

#### ***Equipment (\$57,000 – 2019-2020 & \$18,000 – 2020-2021)***

After much discussion about new equipment versus used, refurbished equipment, and the issue of the suitability of PACT being a CIP item, the Board agreed to remove the two PACT equipment projects item from the CIP.

The Board discussed the accessibility of the viewing and live streaming of the Town meetings for non-Comcast customers.

Ms. Richter noted that she would prefer PACT go before the Town with a warrant article to get the opinion of the Town.

Chairman Sullivan said that they should be advised that they can either go before the Town with a warrant article or ask the BOS to put it in as part of the budget.

### **Police Department**

The Board reviewed the Police Department Items.

The Board had much discussion about the **Cruiser** "refresh" funding for 2019-2020.

Mr. Weider suggested removing the single funding for 2019-2020 cruiser.

11-28-18 These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

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After much discussion, Ms. Richter said she was comfortable leaving the funding in for the cruiser for 2019-2020.

The Board kept the Police Department projects on the CIP the same.

**Fire Department**

The Board reviewed the Fire Department CIP projects.

The Board focused their discussion on the **Egress Driveway/Security Gate/Paving - \$250,000 – 2019-2020.**

The Board agreed to move the Egress Driveway/Security Gate/Paving project out to 2020-2021.

**Government Buildings**

The Board discussed the Government Buildings.

The Board pointed out that the lack of estimates makes decisions difficult.

They agreed to remove the F-150 with plow project completely off the list.

**Adjournment**

Ms. Richter made a motion to adjourn the meeting; Mr. Hume seconded the motion. Motion approved, 5-0-0.

The meeting was adjourned at 10:00 pm.

Respectfully submitted,

C. Molly Qualters  
Recording Secretary