

**Town of Chester
Planning Board Meeting
Wednesday, September 4, 2019
Municipal Complex
Approved Minutes**

Members Present:

Evan Sederquest, Vice Chairman
Elizabeth Richter, Member
Michael Weider, Member
Dana Theokas, Alternate Member
Charles Myette, Ex-Officio

Members Absent:

Brian Sullivan, Chairman
Richard Snyder, Member
Aaron Hume, Alternate Member

Staff Present:

Andrew Hadik, Planning Coordinator

Others Present at Various Times:

Vice Chairman Sederquest opened the meeting at 7:03 pm.

Vice Chairman Sederquest noted that Ms. Theokas is the alternate for Mr. Snyder.

Meeting Agenda

General Business

- 1) Review and sign invoices and time sheets.
- 2) Review and approve minutes for August 28, 2019 meeting.
- 3) Review draft of Planning Board annual budget and Master Plan capital reserve funding warrant article.
- 4) Discuss updating Growth Management ordinance.
- 5) Discuss Groundwater Protection ordinance.
- 6) FYI - Pipit Estates subdivision.
- 7) FYI - Jenkins Farm subdivision LOC.

7:15 PM – Appointments

None scheduled.

7:30 PM - Public Hearings

None scheduled.

Future Meeting Dates:

- September 11 – SPR LifeWay Church, HB Caren Logan
- September 25 – SUB McLean

2) Review and approve minutes for August 28, 2019 meeting.

The Board reviewed the minutes from the August 28, 2019 meeting.

Line 187 was amended to read, “Chairman Sullivan suggested Mr. Hadik check with Counsel and PRIMEX (the Town’s insurance carrier) to see if having a fee and inspections for tents on private property might make Town liable if an incident occurred after the inspection.”

Mr. Weider made a motion to approve the minutes from August 28, 2019 as amended; Ms. Richter seconded the motion. Motion approved, 4-0-1, Ms. Theokas abstained.

3) Review draft of Planning Board annual budget and Master Plan capital reserve funding warrant article.

Mr. Hadik and the Board reviewed and discussed the first draft of the Planning Board’s annual budget, and Master Plan capital reserve funding warrant article.

It was noted the Planning Board’s budget was decreasing by about 5% due to a reduction in funding being requested for the PB (SNHPC) Planner line.

4) Discuss updating Growth Management ordinance.

Mr. Hadik discussed updating the Growth Management ordinance with the Board.

The Board agreed this was a good idea.

5) Discuss Groundwater Protection ordinance.

Mr. Hadik and the Board discussed enlisting the help of Counsel to draft a Groundwater Protection ordinance to regulate large groundwater withdrawals for commercial purposes.

The Board agreed this was a good idea.

6) FYI - Pipit Estates Subdivision.

Mr. Hadik updated the Board on information regarding the status of the Pipit Estates subdivision, and questions from Mr. Eric Mitchell (not present). Mr. Mitchell informed Mr. Hadik that construction of the private road would be commencing shortly. Mr. Mitchell also had questions about who was responsible for requesting the bond estimate for the letter of credit (LOC).

Jenkins Farm Subdivision LOC

Mr. Hadik noted that he received a \$289,600 check that is being held by the Town Clerk for the Town Treasurer to deposit into a cash account. This account is intended to replace the LOC that is being held (by Counsel) for the Jenkins Farm subdivision.

Mr. Hadik also noted he has spoken with the Road Agent who thinks this amount is enough to cover finishing the remaining work on the subdivision's road and infrastructure if necessary.

Adjournment

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

The meeting was adjourned at 7:31 pm.

Respectfully submitted,

C. Molly Qualters

Recording Secretary