

10-7-20: These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

**Town of Chester  
Planning Board Meeting  
Wednesday, October 7, 2020  
Virtual Meeting  
Approved Minutes**

For the duration of the COVID19 pandemic, the Planning Board will be meeting electronically under the emergency provisions of RSA 91A. <https://zoom.us/j/92697843243>, or via telephone - dial (301) 715-8592; the meeting ID is 926 9784 3243.

**Members & Staff Present:**

Evan Sederquest, Vice Chairman  
Mike Weider, Member  
Richard Snyder, Member  
Elizabeth Richter, Member  
Aaron Hume, Alternate Member  
Selectman Chuck Myette, Liaison  
Andrew Hadik, Planning Coordinator

**Members Absent:**

Brian Sullivan, Chairman

**Others Present at Various Times:**

Selectman Stephen Landau  
Town Administrator Debra Doda  
Josh Naughton, Pipit Estates Realty Trust  
Chris Hickey. ECM & Associates  
Police Chief Aaron Berube  
Deputy Fire Chief Ben Clark  
Road Agent Michael Oleson

**Meeting Agenda**

**7:00 PM – General Business**

1) Review & approve minutes for the 9/23/20.

**7:15 Public Hearing**

1. Subdivision extension/renewal application by Pipit Estates Realty Trust (Owner), 66 Gilcreast Road, Londonderry, NH 03053 for an open-space subdivision with eight single family units of Map 5, Lot 107-3, just off Route 121-A (Sandown Road) in Chester, NH.

**7:30 Appointments**

**Police Department – Chief Aaron Berube**

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**Fire Department** – Chief Gregory Bolduc, Deputy Chief Ben Clark

**Highway Department** – Road Agent Michael Oleson

Vice-Chair Sederquest opened the meeting at 7:00 PM, and Mr. Hadik read the Covid19 preamble authorizing a virtual meeting. Roll Call of members present was taken which included Rick Snyder, Mike Weider, Elizabeth Richter, Evan Sederquest, Alternate Aaron Hume, and Selectman Myette.

Vice-Chair Sederquest noted Alternate Aaron Hume would be active for Mr. Sullivan.

***Ms. Richter motioned to open the October 7, 2020 meeting. Mr. Snyder seconded the motion. A roll call vote was taken Hume – aye, Sederquest – aye, Richter – aye, Snyder – aye, Weider – aye and Myette – aye. The motion passed unanimously 6-0-0.***

#### **7:00 PM – General Business**

**1) Review & approve minutes for the 9/23/20 PB meeting.**

***Mr. Snyder motioned to approve the September 23, 2020 minutes as written. Ms. Richter seconded the motion. A roll call vote was taken Hume – aye, Snyder – aye, Sederquest – aye, Weider – aye, Richter – aye and Myette – aye. The motion passed unanimously 6-0-0.***

#### **7:15 - Public Hearings**

1. Subdivision extension/renewal application by Pipit Estates Realty Trust (Owner), 66 Gilcreast Road, Londonderry, NH 03053, for an open-space subdivision with eight single-family units of Map 5, Lot 107-3, just off Route 121-A (Sandown Road) in Chester, NH.

***Mr. Snyder motioned to open the public hearing for the subdivision renewal of Pipit Estates Realty Trust for an open-space subdivision with eight single-family units, Map 5, Lot 107-3 off 121-A, Sandown Road, Chester NH. Ms. Richter seconded the motion. A roll call vote was taken Hume – aye, Sederquest – aye, Richter – aye, Snyder – aye, Weider – aye and Myette – aye. The motion passed unanimously 6-0-0.***

Mr. Hadik shared onscreen the formal request letter by Engineer Eric C. Mitchell, ECM & Associates dated September 21, 2020. He noted that the only changes to the plans per Mr. Mitchell was updating the names of some of the abutters that occurred since the original approval in 2018. The only changes to the made to the conditions of approval (CoA) are the new approval date and the subdivision plan revision date.

Mr. Naughton relayed that an on-site preconstruction meeting was held with the Town's engineer, that the road will be paved in the next two weeks, and that they are looking for a formal extension of their original approval.

Mr. Snyder asked if any abutters were present, and it did not appear there were any.

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Mr. Hadik shared onscreen the CoA dated 10/7/20, and reviewed the conditions and the bonding requirements. Mr. Hadik noted the issue with the location of the mailboxes still needs to be resolved with the post office. Mr. Hadik noted the surveyors will certify that Conservation area signs have been placed. He also reviewed the required deed restrictions prohibiting the filling in of drainage swales, installation of inground lawn sprinkler systems within the right-of-way, the clearing of no-cut buffers, and financial liability for remediation and /or legal enforcement of said restrictions.

***Mr. Snyder motioned to close the public hearing and deliberate at 8:24 PM. Mr. Weider seconded the motion. A roll call vote was taken Hume – aye, Sederquest – aye, Richter – aye, Snyder – aye, Weider – aye and Myette – aye. The motion passed unanimously 6-0-0.***

***Mr. Snyder motioned to grant the request for a renewal of the conditions of approval for the Pipit Estates Subdivision, Map & Lot 5-107-3. Mr. Weider seconded the motion. A roll call vote was taken Hume – aye, Sederquest – aye, Richter – aye, Snyder – aye, Weider – aye and Myette – aye. The motion passed unanimously 6-0-0.***

#### **7:30 – Appointments**

Mr. Hadik shared onscreen Table 10 of the CIP. Selectman Myette noted, on behalf of the BOS, that the community was in the midst of a pandemic, and there is currently uncertainty of future property tax revenues. The BOS are looking at the budget and CIP and how they will be funded, and to not overload spending in any single year. Selectman Myette reminded Department Heads to look at what they “need” versus what they “want”. He went on to say that capital reserve accounts should be created for expensive projects (fire engine replacements, a new Highway / DPW garage, new Police Station etc.), which should be funded annually to save up for these expenditures.

Mr. Snyder recommended proceeding as usual and having another body determine how to modify or react to the fiscal situation through the BOS or Budget Committee rather than the Planning Board. Selectman Myette noted it starts with the Department Heads and their requests being realistic. The Planning Board is a facilitator not a regulator. Final approval comes from the BOS & the Budget Committee, and then again from the voters. If revenues are short and projects cannot be funded, then the BOS can postpone projects for a year or more.

Mr. Weider cautioned not to inflate Table 10 with projects that are not going to be done. Selectman Myette reminded not to push projects beyond the timeline which would trigger a return of impact fees.

#### **Police Department - Chief Aaron Berube**

Police Chief Aaron Berube reviewed the Police Department projects.

1. Cruiser replacement: Selectman Myette asked about the police cruiser. Chief Berube explained it was removed last year when he had one on order that was received way behind schedule. Next year they will trade in a vehicle with 130,000 miles on it. Ford currently has a three-month wait time.

2. Police Protective Equipment (PPE): No discussion.

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3. Body-Worn Cameras: No discussion.

4. 4x4 Pickup Truck: Chief Berube explained the 2016 pickup truck replacement was projected to occur in 8 years (2023-24), at which time the truck would be inherited by another department. Mr. Weider asked if replacement in 2023-24 was a hard date. Chief Berube said it was not, however, pushing out the replacement to 10 years could be an issue, but he was open to suggestions.

5. Portable Radios (new project): Chief Berube explained this year there are six portable radios that are no longer serviceable being put into the 2024-25 CIP at \$18,777. Mr. Snyder asked if it concerned the transition from analog to digital? Chief Berube indicated that was one factor, the dispatch capability issues, and he was trying to space out the equipment purchases.

6 & 7: New Facility Design & Construct New Facility: Selectman Myette asked about the facility design? Chief Berube explained they met with the architect last week and the design and building costs have become too high. There will be another meeting to see if reasonable cost reductions can be made. He is open to moving or removing the item. Selectman Myette asked about the possibility of grants? Chief Berube indicated that Chester with its (*expensive / affluent*) housing market does not get chosen for grants of this kind.

Mr. Snyder asked about the \$500,000 design cost in 2022? Selectman Landau noted there should be three years between design and build and doesn't see a half a million dollars to design it. Selectman Landau noted he does not see it being designed in 2022. Mr. Weider asked if he sees it in the 2027-28 range of the table. Mr. Snyder noted if it is moved a year, you have to move something else and recommended leaving it as a placeholder. Mr. Weider asked about the build itself and recommended not designing until we know how to fund it first.

The Board briefly discussed other options. Chief Berube noted he did not see spending \$1 million dollars on a sallyport only to have to redo it in a few years when you could spend \$3 million dollars and have a building for 30 plus years. Mr. Snyder recommended moving it a year to 2023 for the design and 2026-27 for the build. Selectman Myette asked Chief Berube to consider a short-term solution. Chief Berube noted when first looked at the cost of the sallyport was going to be \$300,000. Road Agent Oleson noted that was one-third of what the cost would realistically be with building costs rising. Chief Berube noted they are looking for representatives on the Space Needs Committee.

The Board agreed to move the New Facility Design & Construct New Facility projects both out a year further to 2023-24 and 2026-27 respectively.

**Fire Department** – Chief Gregory Bolduc, Deputy Chief Ben Clark

Deputy Chief Ben Clark reviewed the Fire Department's proposed CIP projects.

4. 2003 Engine (#2) Pumper Replacement vs. Refurbishment: Deputy Chief Ben Clark noted the proposed refurbishment should be a replacement. The Engine 2 project could be pushed out until repairs warrant replacement, 2023-24. Mr. Weider asked about the current maintenance costs. Deputy Chief Clark noted he would have to review this, however, he cited the pumper cooler and a couple of valves this year plus the onset of some corrosion.

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2009 Engine #1 (Quint) Replacement: It was noted that the 2009 Quint is an aerial ladder and pump unit, and is in the CIP as a \$250,000 placeholder in case of a major failure. Selectman Myette asked about grants. Deputy Chief Clark noted there was the Assistance to Firefighters Grant, but the Town's fleet is too new so that may be further down the road. A new Quint would cost \$1 million dollars.

Mr. Weider noted the Town should be setting funds aside (*in capital reserve funds*) and not drawing down all of what they have each year. There is often an end of year surplus, but warrant articles have to give the Selectmen the authority to put a certain amount in. Mr. Hadik noted these warrant articles to create new capital reserve funds (*New Police Station, Engine #2 (Pumper) Replacement, Engine #1 (Quint) Replacement*) would have to be prepared well in advance of the March meeting.

#### **Highway Department – Road Agent Michael Oleson**

Road Agent Oleson noted he has reprioritized road projects in the CIP this year, and is not including any equipment purchases. He listed Holman, Parker, and Rand Roads as being in pretty bad shape, and he would like to do these as well as the other end of North Pond if the same amount of funding obtained. After that would be Jennifer Drive if there are enough funds. This year with funds leftover he will wear course sections of Fremont and hopefully Harantis Lake Roads.

Mr. Hadik noted that with what was learned from the reconstruction of East derry and North Pond roads, that a number of roads were moved from the very expensive "Box Cut & Total Rebuild - \$1,250,000 per mile" category to the less expensive "Grind & Repave - \$435,000 per mile" category. He noted these roads could be done at almost a third of the previously calculated cost.

Road Agent Oleson noted the cost for Halls Village Road may be reduced once the test boring data comes back (*Grind & Repave vs. Box Cut & Total Rebuild*). The (*underlying*) soils may turn out to not be as bad as we think.

Mr. Snyder asked about the town-wide road surface analysis. Road Agent Oleson noted StreetScan will be back in the Spring.

Road Agent Oleson noted he was hoping to reduce the culvert replacement costs on Halls Village Road, however, preliminary information indicates one crossing may require a 25' bridge with 5' vertical height. And the 48" culvert near Webster Lane needs to be a 14' box culvert. \$45,000 design cost, \$500,000 for the bridge and \$20,000 for the design cost for the box culvert and \$300,000 for that. Road Agent Oleson said he would rather come back to those projects later and talk with the BOS. The Town wants to see road surfaces fixed first.

Road Agent Oleson discussed the loader and backhoe, and noted when you buy equipment you have to hire help and have somewhere to keep it and work on it. Mr. Hadik recommended leaving it as a placeholder until the Town decides it wants to move in the direction of having a Department of Public Works (DPW). Road Agent Oleson noted the cost estimate for the building is too low now.

Road Agent Oleson said there was a report done a few years ago that indicated the Town was ready for a DPW. Mr. Hadik noted between the cost of hiring the DPW Manager, the new Highway building and adding employees it would be \$1.8 million to just start. Road Agent Oleson reminded that when you

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keep adding subdivisions you keep paying subcontractors. The Board did not make any decisions on this subject.

#### Adjournment

***Ms. Richter motioned to adjourn the meeting at 8:39 PM. Mr. Snyder seconded the motion. A roll call vote was taken Hume – aye, Snyder – aye, Sederquest – aye, Weider – aye, Richter - aye and Myette - aye. The motion passed unanimously 6-0-0.***

#### Future Meeting Dates

- October 14 – Eversource CUP PH, CIP submittal reviews w/Department Heads, BOS & BC
- October 28 – CIP Project Reviews, Crowley Woods PH

***Codes:*** PH – public hearing, PHC – public hearing continuance, CD – conceptual discussion, HB – Home Business, LLA – Lot-Line Adjustment, SPR – Site Plan Review, SUB – Subdivision, CUP Conditional Use Permit)

Respectfully submitted,

Daniel Hoijer

Recording Secretary