

**Town of Chester  
Board of Selectmen Meeting  
Thursday, August 8<sup>th</sup>, 2019  
Municipal Complex  
Approved Minutes**

**I. Preliminaries**

Call the Meeting to Order  
Roll Call  
Pledge of Allegiance  
Additions and Deletions  
Public Comment  
Approval of Minutes  
Items for Signature  
Spring Hill Farm Management Plan  
American Legion  
PACT Increase in Franchise Fee  
Town Administrator Screening Committee Formation  
Encumbrances  
Roundtable  
Non-Public Sessions  
Adjournment

*1.1 Call to Order*

Chairman Owens called this meeting of the Town of Chester Board of Selectmen to order at 7:01 pm.

*1.2 Roll Call*

Selectmen present:

Steve D’Angelo  
Joseph Hagan  
Stephen Landau  
Charles Myette  
Jeremy Owens

Members of the Public present, at various times:

Colin Costine, SHFAC  
Jess Edwards, Commander of the American Legion  
Bob Grimm, PACT  
Emily Kunelius, SHFAC –Chair  
Rhonda Lamphere  
Cindy LeBlanc, SHFAC- Vice-Chair  
Penny Williams, Tri-Town Times  
And possibly other persons unknown to the Recording Secretary

*1.5 Pledge of Allegiance*

Chairman Owens led the attendees in the Pledge of Allegiance.

*1.6 Chairman’s Additions and Deletions*

There were neither additions nor deletions.

*1.7 Public Comment*

Selectman Landau asked the Board if the old Town maps have lot numbers noted. He said that the new maps do not have the lot numbers indicated.

Chairman Owens said that the old maps do have lot numbers indicated on the maps.

Selectman Myette said that there are a few misspellings on the new maps.

Selectman Landau noted that he would follow-up on these issues.

As no Members of the Public wished to be heard, Public Comment was closed at 7:05 pm.

**II. Old Business**

*2.1 Approval of Minutes*

An approval sheet for the previous weeks’ meeting minutes is in the signature folder.

*2.2 Items for Signature*

All members should review and sign items in the Signature Folder. Bookkeeper Duffy has provided a folder of invoices to sign, and there are more in her office.

**III. New Business**

*3.1 Spring Hill Farm Management Plan: SHFAC*

Ms. Kunelius, Ms. LeBlanc, and Mr. Costine, members of the Spring Hill Farm Advisory Committee, joined the Board at the meeting table at 7:04 pm.

Ms. Kunelius reviewed the work the committee has done; she said they used the management plan that the trust had in place and built from that document, using what they have seen over the last 18 months.

Selectman Landau noted that he had read the entire management plan; he gave suggestions for rewording various parts of the plan, and correcting some of the information.

Selectman Landau suggested that the SHFAC keep both the original Spring Hill trust management plan and the new SHFAC management plan together.

Selectman Myette said that the original easement should also be kept with those documents.

Selectman D’Angelo requested that the SHFAC be more specific when identifying items, such as the trails and the pond.

SHFAC Chair Kunelius said that they hope to get the trails marked and named and include that with the map.

Selectman Myette suggested that the pond be added under the property management.

The Board and the SHFAC discussed residents and non-residents use of Wason Pond and Spring Hill Farm.

Selectman D’Angelo said that a resident sticker program is “in the works.”

It was noted that Wason Pond can’t be made “resident only” because of the use of federal money to purchase the property, but Spring Hill Farm can be made “residents only.”

The SHFAC said that they will be hosting the Fall Fest, again this year, on October 5, with a rain date on October 6.

Marking the trails, by the Chester Boy Scout Troop, was suggested by Selectman Landau.

Mr. Costine asked if the leach field had been addressed.

Selectman Landau said that the trees will be cleared out from the leach field area.

SHFAC Chair Kunelius said that she will send all the documents digitally over to Ms. Doda.

The Selectmen thanked the committee members. The Committee Members departed the meeting at 7:30 pm.

### *3.2 American Legion: Jess Edwards*

Mr. Edwards, Commander of the American Legion, joined the Board at the meeting table at 7:27 pm.

Mr. Edwards explained that there has been an on-going discussion about the American Legion using the storage facility next door to their building. He said that in March of 2019, a five to zero vote was taken by the Board in favor of doing a lease to allow them to use the building. Mr. Edwards said that the Board’s “thinking had shifted” since that time.

Mr. Edwards noted that he is here to find out “where the Board stands” on this issue.

Mr. Edwards said that they would like to place a “collection bin” in the setback area to collect clothing and dispose of American flags.

Selectman D’Angelo explained that Mr. Edwards would need to request permission for change in setback enforcement from the Zoning Board.

Mr. Edwards asked if the Legion can use the storage building.

The Board said that a lease can be written to allow the Legion to use the storage building.

Mr. Edwards and Selectman Hagan agreed to meet the following week.

Mr. Edwards noted that as Chester’s State Representative, he is keeping them apprised of budget negotiations.

When asked by Selectman D’Angelo about property tax relief, Mr. Edwards said that giving the Towns money doesn’t guarantee that the Towns will use that money for property tax relief; he noted that there is no way to determine who will exercise spending discipline.

The Board discussed with Mr. Edwards Primex and the need for third party certificates of insurance.

Mr. Edwards departed the meeting at 7:53 pm.

### *3.3 PACT Increase in Franchise Fee: Bob Grimm*

Mr. Grimm joined the Board at the meeting table at 7:53 pm.

Mr. Grimm said that the Chester PACT is requesting the Board of Selectman to approve an increase in monthly franchise fees from two percent to three percent. He explained that the increase is necessary to raise the funds to complete needed upgrades to the system.

**Selectman D’Angelo moved to increase the franchise fee from two percent to three percent; Selectman Myette seconded the motion. The vote was four in the affirmative; Selectman Landau voted in the negative; motion carried.**

Selectman Landau said that he voted no against the motion, because he believes it places a burden on the people who have cable, when the upgrades are for the Town.

Mr. Grimm departed the meeting at 8:10 pm.

### *3.4 Town Administrator Screening Committee Formation*

Chairman Owens read the list of the names of the people who have volunteered to be on the Town Administrator Screening Committee Formation:

Myrick Bunker, Andrew Hadik, Tara Ingalls, Rhonda Lamphere, Liz Lufkin, Nancy Myette, Jeremy Owens, Jean Packard, Caroline Wilson.

**Selectman Myette moved to approve the formation of the Town Administrator advisory committee, made up of nine people, with the recommendation of those nine people, as listed above, to the committee; Selectman D’Angelo seconded the motion. The vote was unanimous in the affirmative; motion carried.**

### *3.5 Encumbrances*

The Board discussed the potential operating budget encumbrances. The potential encumbrances included:

Reroof – Annex, Parking Lot – Wason Pond, Rekey – PD, Lang Door – Fire Department, Electricity Meters – FD, Polyurethane – Stevens Hall, Handicap ramp – Wason Pond, Lang Door – Town Clerk, Pagers – FD, Dimmer Switch – PD.

Selectman Landau gave a review of the upcoming work for the items.

**Selectman D’Angelo moved to release the funds to REKEY – PD, Lang Door – Fire Department, ELECTRICITY METERS – FD, Pagers – FD, DIMMER SWITCH – Police Department; Selectman Landau seconded the motion. The vote was unanimous in the affirmative; motion carried.**

#### **IV. Selectmen’s Business**

##### *4.1 Roundtable*

*Selectman Landau:*

- He addressed the memo from Corinna Reishus (not present) that addressed the Primex insurance of equipment stored in Town facilities. Primex confirmed that they will only cover Town equipment. Other groups’ items stored will not be reimbursable under Primex.
- He suggested the BOS create a fund to cover the cost of the insurance needed to hold an event at Town facilities that Primex will not cover. **Selectman Landau moved to allow the group, Swinging Pucker Brushes, to use the facility to hold a luncheon; Selectman Hagan seconded the motion.** During discussion, Selectman D’Angelo advised that waiving the insurance requirement would be putting the Town at risk. He noted that it would be a better choice to pay the insurance for the groups, possibly using the Recreation Commission revolving account. **Selectman Landau withdrew his motion; Selectman Hagan withdrew his second of the motion. Selectman D’Angelo moved that the BOS use approximately \$100 from Miscellaneous Funds to purchase the insurance policy for the group; Selectman Landau seconded the motion. The vote was unanimous in the affirmative; motion carried.**
- He has one Non-Public

*Selectman D’Angelo:*

- He attended the Joint Loss Management meeting. He said the Chief of Police had written a safety manifesto that we the BOS will need to sign.
- He said there will be a second “Active Shooter” program that will be held in January.
- He attended the August 5, 2019 Technical Review Committee meeting.
- He attended the Department Heads meeting. They discussed a cleaning deposit for the MPR, septic system covers at Wason Pond, Dental coverage, and the need for an Animal Control Officer. He suggested hiring the Wason Pond ranger, John Wright (not present). It was suggested to involve the PD Chief.
- Perambulation - walking the Town boundaries. Selectman Landau explained how this must be done and that the Scouts have expressed interest in doing this. **Selectman D’Angelo moved that the BOS allow the Boy Scout Troop to do the perambulation; Selectman Hagan seconded the motion. The vote was four in the affirmative; motion carried. Selectman Landau abstained.**
- East Derry Road work will begin. Work is being done on Reed Road.

*Selectman Hagan*

- He congratulated Busche Academy on their second successful year as they end their school year.
- Mr. Gesel would like to put a table on the green area by the Post Office.

*Selectman Myette:*

- Wason Pond meeting – parking permits. Selectman D’Angelo explained the idea is that a Chester resident will get a sticker for \$10 and they can park any place at Wason Pond. Non-residents would have to pay something per day or per hour.
- Could we have the Trustees move the lumber into the barn.
- Septic tank covers with handles need to be addressed.
- CIP process – the requests come from the Planning Board and then go to the BOS. The CIP process will start in September.
- Discussion on the 5G. Selectman D’Angelo suggested an ordinance to capture the potential revenue that 5G may generate. **Selectman Landau moved to contact the utility attorneys and ask them to create an ordinance; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.**

*Chairman Owens:*

- Addiction seminar – “Addiction, Disease or Choice,” hosted by the Rockingham County Department of Corrections at Exeter High School on August 13.
- ZBA discussion.
- Town Employee picnic is going to be held on August 23.

#### 4.2 Non-Public Session

**Selectman Landau moved that the Board go into non-public session under RSA 91 -A:3,II (I) legal for the first Non-Public and RSA 91-A:3 II (c) Reputation; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.**

The meeting room was closed at 9:18 pm.

The meeting room was re-opened at 9:38 pm.

**Selectman Landau moved that the Board come out of Non-Public session; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Selectman Landau moved that the minutes to the first Non-Public session on legal be sealed permanently, the second Non-Public be sealed for one month, the third Non-Public be sealed permanently, and the fourth Non-Public be sealed for two years; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.**

#### V. Adjournment

**Selectman Landau moved to adjourn the meeting; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.**

The meeting was adjourned at 9:38 pm.

Respectfully Submitted,

C. Molly Qualters,  
Recording Secretary