

**Town of Chester
Board of Selectmen Meeting
Thursday, September 5th, 2019
Municipal Complex
Approved Minutes**

I. Preliminaries

Call the Meeting to Order
Roll Call
Pledge of Allegiance
Non-Public Sessions
Additions and Deletions
Public Comment
Approval of Minutes
Items for Signature
Highway Department Update
Safety Policy Acceptance
Harriman Proposal - Phase II
Fire Department Septic System Bid Opening
Police Department Personnel Needs
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 6:00pm.

1.2 Roll Call

Selectmen present:

Steve D'Angelo
Joseph Hagan
Stephen Landau
Chuck Myette
Jeremy Owens

Members of the Public present, at various times:

Aaron Berube, Police Chief
Greg Bolduc, Fire Chief
Andrew Hadik
Rhonda Lamphere
Nancy Myette
Michael Oleson, Road Agent
John Scruton
Penny Williams, Tri-Town Times
And possibly other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Owens led the attendees in the Pledge of Allegiance.

1.4 Non-Public Session

Selectman Landau moved that the Board go into non-public session under RSA 91-A:3 II (a) Public Employees, (b) Employment, and (c) Reputation; Selectman D'Angelo seconded the motion. The vote was unanimous in the affirmative; motion carried.

The meeting room was closed at 6:01pm. Mr. Hadik, Mrs. Lamphere, Mrs. Myette, and Mr. Scruton remained in the meeting room.

Mr. Hadik, Mrs. Lamphere, Mrs. Myette, and Mr. Scruton departed the meeting room at 7:09pm.

The meeting room was re-opened at 7:10pm.

Selectman D'Angelo moved that the Board come out of non-public session; Vice-Chairman Myette 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 Public Employees, Employment, and Reputation, be sealed for an indefinite period of time; Selectman D'Angelo seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman D'Angelo moved that the Board go into non-public session under RSA 91-A:3 II (I) Legal Advice; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.

The meeting room was closed at 7:11pm.

The meeting room was re-opened at 7:15pm.

Selectman D'Angelo moved that the Board come out of non-public session; Selectman Landau seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman D'Angelo moved that the minutes to the second non-public session, on Legal Advice, be sealed for an indefinite period of time; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.

1.5 Chairman's Additions and Deletions

There were neither additions nor deletions.

1.6 Public Comment

As no Members of the Public wished to be heard, Public Comment was closed at 7:20pm.

II. Old Business

2.1 Approval of Minutes

There are unapproved minutes in the Signature Folder; please review them and indicate changes or approval.

2.2 Items for Signature

All members should review and sign items in the Signature Folders.

III. New Business

3.1 Highway Department Update

Road Agent Oleson appeared before the Selectmen to give them an update on this summer's Highway Department work.

- 2,330 feet of Fremont Road have been reclaimed, a binder laid down, and shoulders leveled.
- The section of Candia Road from 121 to Sheepwash, which StreetScan judged to be the busiest road in Town, had an overlay laid down. It still needs shoulder gravel and erosion control.
- Harantis Lake Road from 102 to the orchard fence line has been graded and a binder laid down.
- Within the next two weeks, Reed Road will be reclaimed, a binder laid down, two new culverts installed, and shoulders leveled. A wear course will be applied in the Spring.
- Trees continue to be removed on East Derry Road; several culverts will be installed. The contractor's deadline to finish everything but the wear course is October 15th; much like Reed Road, the wear course will be applied in the Spring.

Selectman Landau noted that he had received concerned phone calls about trucks on Fremont Road and Pheasant Run; Road Agent Oleson noted that as Wason Road was marked as No Through Trucking, this was the only way for the trucks to leave Town. He added that they were empty at that point and that both roads were built to carry heavy traffic.

The lines on Murphy Drive were completed in plenty of time for the start of school; no complaints have been received.

The Highway Department's new F-550 is at Fairfield's getting its plow; until it returns on Monday, they will borrow the Maintenance Department's F-550 if necessary. That truck will be going into Fairfield's on Thursday.

The surveying and engineering for the Fire Department Secondary Access Road is complete, and the tree and dirt work is done. Road Agent Oleson suggested that the Town could save time and money – perhaps \$10-15k - by piecing the job out to various local contractors rather than hiring a GC. He would be willing to manage the project and will work around the Fire Department Septic System work. **Selectman Landau moved to allow Road Agent Oleson to act as General Contractor on the Fire Department Secondary Access Road project; Selectman Hagan seconded the motion.** Vice-Chairman Myette asked if all road designs and State specs would be followed; Road Agent Oleson confirmed and added that the road will be 18-20' of gravel and 14' of pavement with the appropriate slopes and drainage. The question was called. **The vote was unanimous in the affirmative; motion carried.**

Additionally, there is a section near the septic system that needs leveling in order to be used for training purposes; Road Agent Oleson will use gravel and the excavated dirt from the Secondary

Access Road for that work.

Vice-Chairman Myette inquired about the parking lot at the Wason Pond Community Center. The work is tentatively planned for mid-week at some point in October, but the question right now is where to put the excavated dirt, as per the easement it may not be removed from the Wason Pond property. Vice-Chairman Myette suggested that an old unused septic tank could be pumped out and the dirt placed into that; Road Agent Oleson countered with a suggestion that the tank be removed completely, and the excavated dirt used to refill the hole. RCCD has asked Vice-Chairman Myette for additional details about the work; BOS AA Doda will forward their email to Road Agent Oleson.

Road Agent Oleson departed the meeting table at 7:43pm.

3.2 *Safety Policy Acceptance*

Vice-Chairman Myette moved to accept the revisions to the Safety Policy; Selectman Landau seconded the motion. The vote was unanimous in the affirmative; motion carried.

The policy will be posted for ten business days for additional comments before being signed.

3.3 *Harriman Proposal – Phase II*

A representative from Harriman came to inspect the Annex roof yesterday, and verbally reported that the trusses were secure, the insulation dated, the sheetrock gone, and in general it is not up to today’s code. A written report will be forthcoming.

Selectman Landau suggested gutting the building entirely rather than attempting to repurpose the classrooms. The biggest problem with that will be the relocation of the building’s current services – clothes closet, yoga room, Police Department gym, evidence rooms, storage, food pantry for the Church, etc.

The Selectmen will review Harriman’s Phase II Task One proposal and discuss/vote on its acceptance or rejection next week.

3.4 *Fire Department Septic System Bid Opening*

Selectman Landau reminded the other members of the Board that they had previously agreed that the replacement Septic System at the Fire Department would be a stone and pipe system. The Fire Department solicited three quotes.

Bidder	Total Amount	Comments
#1	\$17,900	A second quote for a cement chamber system was included
#2	\$19,650	
#3	\$14,700	

The Selectmen wish to be certain that each quote is based on the plans from January 2018; Maintenance Supervisor Paul Cavanaugh will be asked to telephone each bidder to confirm. This work will be awarded at next week’s meeting.

3.5 *Police Department Personnel Needs*

The Pay Matrix Working Group met and considered Police Chief Berube's information; Fire Chief Bolduc had not been available. This subject will be discussed in more detail in non-public session at the end of the meeting.

IV. Selectmen's Business

4.1 Roundtable

Selectman Landau:

- He wished to discuss various CIP items. First, the Maintenance Department is looking for a new mower. Second, he would like an architect/structural engineer to look at relocating the cistern in the Stevens Hall Basement to the outside as he believes that the moisture is causing the building to need painting every ~three years rather than every ten-fifteen. Road Agent Oleson believes that the total amount of water held in two tanks is ~9,500 gallons; a 10,000-gallon underground tank should cost ~\$25,000. Selectman D'Angelo suggested that he procure three bids for these items and get them to the Planning Board.
- A letter was received from the Chester Congregational Church, thanking the Selectmen for the Warrant Article at May's Town Meeting for a \$15k donation to the Steeple Fund.

Selectman D'Angelo:

- He has perused the latest financial report and had questions: an overspend on 01-4194-1-432, GB R&M for Stevens Hall (new kitchen floor and cabinets, per Selectman Landau), and an overspend on 01-4520-1-120 REC Summer Wages (BOS AA Doda will ask Recreation Director Reishus).
- He had met with Attorney Stephen Bennett about a 5G ordinance, and from that conversation came away with the impression that one was not allowed to write an ordinance (either for Police Details or for 5G) that would apply to State roads (e.g., 102 and 121). Police Chief Berube demurred, stating that other communities have informed him that as long as the roads in question were in Chester's jurisdiction, this was permissible. BOS AA Doda will check with Town Counsel.

Selectman Hagan:

- Nothing to report.

Vice-Chairman Myette:

- He met with members of the Transfer Station staff yesterday. One of the subjects discussed was the use of the Square (credit card machine) when taking items for which the resident needs to pay (electronics, refrigerators, etc.). They would like to discontinue this, as they only had eight occasions to use it in the past year and three of the eight transactions didn't work. A brief discussion followed about other ways to charge residents other than cash. One suggestion was for the use of triplicate forms, much like dog summons; one copy for the resident, one for the transfer station, and the final one for the Town Clerk's office. Should the charge not be paid within a predetermined amount of time, the Town Clerk's copy would be turned over to the Police Department for follow-up. This suggestion will be addressed with the Transfer Station staff and discussed again at a future meeting.

Chairman Owens:

- The Planning Board has requested the release of \$5,150.00 in Recreation's Impact Fees for the Wason Pond Pavilion engineering. **Selectman Hagan moved to approve the release of**

\$5,150.00 in impact fees for the engineering of the Wason Pond Pavilion; Selectman D'Angelo seconded the motion. The vote was unanimous in the affirmative; motion carried.

- Town Fair is this coming Saturday, September 7th, starting with the parade at 11:30am and continuing through the fireworks. It will go on rain or shine; only the fireworks have a rain date.
- The Town Fair Committee is requesting permission to hold a 50/50 raffle at Saturday's Town Fair. **Selectman D'Angelo moved to allow the Town Fair Committee to hold a 50/50 Raffle at the Town Fair on Saturday, September 7th, 2019; Vice-Chairman Myette seconded the motion. The vote was four in favor with Selectman Landau abstaining; motion carried.**
- A final invoice has been received from Busby for the 10% retainage for the Edwards Mill Dam work. Selectmen will consider where these funds will come from and discuss again next week.

4.2 Non-Public Session

Selectman D'Angelo moved that the Board go into non-public session under RSA 91-A:3 II (b) Employment and (c) Reputation; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.

The meeting room was closed at 8:31pm. Road Agent Oleson remained in the meeting room.

Road Agent Oleson departed the meeting room at 9:01pm; Police Chief Berube entered at this time.

Fire Chief Bolduc departed the meeting room at 9:57pm.

The meeting room was re-opened at 10:05pm.

Selectman D'Angelo moved that the Board come out of non-public session; Vice-Chairman Myette seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman Landau moved that the minutes to the third non-public session, on Reputation, be sealed for a period of sixty (60) days; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman Landau moved that the minutes to the fourth non-public session, on Reputation, be sealed for an indefinite period of time; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.

Selectman Landau moved that the minutes to the fifth non-public session, on Employment, be sealed for a period of ten (10) days; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; motion carried.

V. Adjournment

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, September 12th, 2019.

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

The meeting was adjourned at 10:07pm.

Respectfully Submitted,

Debra H. Doda,
Recording Secretary