

**Town of Chester
Board of Selectmen Meeting
Thursday, August 31st, 2017
Municipal Complex
Approved Minutes**

I Preliminaries

Call the Meeting to Order
Roll Call
Pledge of Allegiance
Chairman's Additions and Deletions
Public Comment
Approval of Minutes
Items for Signature
Appointments to Planning Board
Non-Meeting with Counsel
Highway Department Uniforms
Police Department Items
Fire Department Items
Roundtable
Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman Trask called this meeting of the Town of Chester Board of Selectmen to order at 7:00pm.

1.2 Roll Call

Selectmen present:

Cass Buckley (arrived at 7:08pm)
Steve D'Angelo
Jeremy Owens
Dick Trask

Selectmen absent:

Jack Cannon

Members of the Public present, at various times:

Stephen Bennett, Attorney - Wadleigh, Starr & Peters
Aaron Berube, Police Chief
Greg Bolduc, Fire Chief
Ben Clark, Deputy Fire Chief
John Colman
Todd Crumb, Police Department
Aaron Hume, Planning Board
Nancy Myette
Erin Newnan, Granting Opportunities, LLC
Michael Oleson, Road Agent
Jay Sweet
Michael Weider, Planning Board
Penny Williams, Tri-Town Times

And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Trask led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions and Deletions

There were neither additions nor deletions.

1.5 Public Comments

As no members of the public wished to be heard, Public Comment was closed at 7:01pm.

II. Old Business

2.1 Approval of Minutes

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

2.2 Items for Signature

Chairman Trask urged all members to review and sign items in the Signature Folder.

III. New Business

3.1 Appointments to Planning Board - Michael Weider and Aaron Hume

Michael Weider and Aaron Hume appeared before the Selectmen to be reappointed to the Planning Board.

Mr. Weider has been on the Planning Board for twelve years now; his term expired on May 31st, 2017, and the Planning Board has requested that he be reappointed for a three-year term.

Mr. Hume has been attending Planning Board meetings for a year now, and was appointed in November. However, his appointment improperly had no expiration date, so the Planning Board has requested that he be reappointed for a one-year term.

Selectman D’Angelo moved to appoint Michael Weider as a regular member of the Planning Board for a three year term to expire May 31st, 2020, and to appoint Aaron Hume as an alternate member of the Planning Board for a one year term to expire May 31st, 2018; Selectman Owens seconded the motion. The vote was three in favor with Vice-Chairman Cannon absent and Selectman Buckley yet to arrive; motion carried.

3.2 Non-Meeting with Counsel – Attorney Stephen Bennett

The Selectmen went into a non-meeting with counsel; Attorney Stephen Bennett remained in the meeting room when the doors were closed at 7:03pm.

Police Chief Berube entered the meeting room at 7:29pm.

Police Chief Berube departed the meeting room at 7:33pm.

The meeting room was re-opened, and Attorney Bennett departed the meeting, at 7:37pm.

3.3 Highway Department Uniforms – Road Agent Michael Oleson

Road Agent Oleson appeared before the Selectmen to discuss various items to do with the Highway Department.

Road Agent Oleson would like to contract with a uniform rental company to provide uniforms for his two employees. Each employee would receive 11 khaki pieces and a jacket; the vendor would pick up, launder, and drop off new pieces each week. This subject, which was first raised in 2012, was raised again recently due to the fact that an employee’s spouse contracted poison ivy while laundering clothing he wore while at work. Road Agent Oleson expects the uniform rental to cost ~\$2,500 each year for two employees; he can cover it in this year’s budget, but would most likely want to add funds for this to next year’s budget. Vendors normally request a two-year contract, due to the set up costs; Chairman Trask reminded Road Agent Oleson that the Selectmen may only sign a one-year contract unless the contract includes an escape clause. Road Agent Oleson will procure some quotes for the Selectmen to peruse.

Road Agent Oleson will be meeting with Brox Industries on Tuesday afternoon to discuss the paving work to be done; it is expected that work will commence the second week of September and be done by the end of the month.

Road Agent Oleson departed the meeting table at 7:40pm.

3.4 Police Department Items – Police Chief Berube

Police Chief Berube appeared before the Selectmen with Police Officer Crumb to discuss various items to do with the Police Department.

The Police Department reviews its charges for detail work biennially. They currently charge \$59/hour, with \$39 of that going to the Officer and the remaining \$20 to the Town. After payroll, retirement, and benefit-related costs are deducted, the balance is credited to the Police Detail Special Revenue Fund. They would like to increase that figure to \$60, with a \$40/\$20 split. They still charge less than surrounding areas; however, contractors are more likely to utilize flaggers rather than police details if the cost is too high.

The Police Department can spend anywhere from 8 to 40 hours a week doing details, all year long, with the summer being slightly more busy. Details are offered to the officers sequentially, with full time employees at the top of the list. (Part time employees are at the top of the list for filling empty shifts rather than full timers receiving overtime.)

Selectman D’Angelo moved to approve the increase to Detail Fees from \$59/hour with a \$39 officer/\$20 detail fund split to \$60/hour with a \$40 officer/\$20 detail fund split; Selectman Buckley seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

The 2011 Crown Vic cruiser which is being retired is currently in the process of being stripped of all Police Department signage and equipment. Police Chief Berube recommends that it be traded in rather than retained. It has 120k miles on the odometer and might fetch \$1k-\$2k as a trade in for the new cruiser, which is on the lot.

Selectman D’Angelo moved to authorize Police Chief Berube to trade in the 2011 Crown Vic cruiser; Selectman Buckley seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

Police Chief Berube then presented current part-time Officer Crumb to the Board as the Department’s newest full-time Police Officer. Officer Crumb has been on the Chester Police Department since late 2015. He holds a Master’s Degree in Criminal Justice Administration and works as a Project Planner for DCYF, where he will remain until October 1st. The Selectmen congratulated Officer Crumb on his new position.

Selectman D’Angelo asked Police Chief Berube about the planned Police Department presence at Chester Academy, now that school is in session. Police Chief Berube replied that every effort is made to have a cruiser onsite at the start and end of the school day.

Police Chief Berube and Officer Crumb departed the meeting table at 7:50pm.

3.5 Fire Department Items – Fire Chief Bolduc

Fire Chief Bolduc appeared before the Selectmen along with Deputy Fire Chief Clark and Mrs. Newnan representing Granting Opportunities, LLC to discuss various items to do with the Fire Department.

The Fire Department is in the process of applying for a ‘regional grant’ to replace its breathing apparatus (‘packs’) along with the towns of Auburn and Sandown. As Chester is the host town, the Fire Department will be drawing up specifications; they have met with two vendors and plan to meet with the other two Fire Chiefs. They have engaged Mrs. Newnan to write the grant application; a Memorandum of Understanding with her company, Granting Opportunities, LLC, was drafted by Town Counsel Diane Gorrow. It is likely that this grant will require a 5% match which will be split evenly among the three towns.

Chester would be replacing 25 full set ups, Auburn 31, and Sandown 24. Chester has 20 packs dating from 1999 and five dating from 2007, which was the same year that the original 20 were refurbished. The lifespan of a pack is ~15 years.

Deputy Fire Chief Clark departed the meeting at 7:56pm in order to respond to a call.

Mrs. Newnan reported that this grant will be quite competitive; she wrote three grant applications last year, and all were graded at 95%. Awards should begin in the spring and end in the fall, which will allow for an Article authorizing grant acceptance to be added to the Warrant for the 2018 Town Meeting.

Chairman Trask moved that the Chester Fire Department act as the host agency and apply for the breathing apparatus grant; Selectman D’Angelo seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

Mrs. Newnan departed the meeting at 7:59pm.

John Colman joined Fire Chief Bolduc at the meeting table to discuss the Firefighters’ Monument in front of the Post Office. This monument was erected in 1984 for the Department’s 50th Anniversary. Mr. Colman would like it moved to the Fire Station, where it is more appropriate and can be better maintained. Fire Chief Bolduc has contacted the Boy Scouts to suggest that creating an area for this monument could be an Eagle Scout project. It would most likely be a year or so in the making. The Fire Department would manage the actual moving of the monument, not the Eagle Scout candidate.

Selectman Buckley moved to allow the move of the Firefighters’ Monument from the Post Office to the Fire Station; Selectman Owens seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

Mr. Colman departed the meeting table at 8:03pm.

Fire Chief Bolduc also wished to discuss the potential Per Diem position(s), as originally raised in the beginning of August. Town Counsel Gorrow drafted an agreement that could be used during the ‘hiring’ process indicating that the position is per diem, at will, and has no benefits. This is apparently common in surrounding towns as well. Fire Chief Bolduc would use the per diem position to cover vacations and training days, ensuring that two firefighters are on staff at all times. He expects it to cost ~\$6,000 this Fiscal Year, which is less than the amount being saved due to the departure of former full time Firefighter Jason Coulter.

Selectman D’Angelo moved to adopt the Fire Department’s Per Diem program for Fiscal Year 2017-2018 only; Chairman Trask seconded the motion.

This program will be re-evaluated during the upcoming budget season. Selectman Buckley demurred, stating that open shifts should be covered by call members or Building Inspector Bunker. He is concerned that it will morph into a permanent part-time position.

Chairman Trask called the question. **The vote was four in favor with Vice-Chairman Cannon absent; motion carried.**

Fire Chief Bolduc departed the meeting table at 8:08pm.

IV. Selectmen’s Business

4.1 Roundtable

Chairman Trask:

- The Recreation Commission has requested that the Athletic Fields be designated as non-smoking, and signs posted. **Selectman Buckley moved that the Athletic Fields be made permanently non-smoking; Selectman D’Angelo seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.** The Maintenance Department will be asked to hang the signs.
- Granite State Communications will be hosting a Customer Appreciation Day on Saturday, September 16th, 2017 at 425 South Park Highway in Weare.
- The Rockingham County Jail workers were in Town for two weeks and re-roofed the Wason Pond Barn, the Salt Shed, and the Maintenance Garage at a cost of \$14,430.91. This project had been budgeted at \$17k, with solicited quotes coming in at as much as \$40k. Utilizing the inmate program saved the taxpayers ~\$30k.

Selectman Buckley:

- Nothing to report.

Selectman Owens:

- The Fire Department is holding a Red Cross Blood Drive on Saturday, September 2nd, 2017 from 9am to 2pm at the Fire Station.

Selectman D’Angelo:

- At a recent Emergency Management meeting, the School Superintendent mentioned needing a school addition. Fire Chief Bolduc believes this is five to seven years in the future. Selectman D’Angelo opined that a Development Projections committee should be formed to consider traffic issues and the impact of growth on the School as well as the Police and Fire Departments.

4.2 Non-Public Sessions

Selectman D'Angelo moved that the Board go into non-public session under RSA 91-A:3 II (a) Public Employees, (c) Reputation, and (e) Pending Litigation; Selectman Buckley seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

The meeting room was closed at 8:19pm; Fire Chief Bolduc remained in the room.

Fire Chief Bolduc departed the meeting at 8:23pm.

The meeting room was re-opened at 8:43pm.

Selectman D'Angelo moved that the Board come out of non-public session; Chairman Trask seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

Chairman Trask moved that the minutes to the first non-public session, on Public Employees, be sealed for an indefinite period; Selectman Buckley seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

Chairman Trask moved that the minutes to the second non-public session, on Pending Litigation, be sealed for a period of one (1) year; Selectman Buckley seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

Chairman Trask moved that the minutes to the third non-public session, on Reputation, be sealed for a period of one (1) year; Selectman Buckley seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

V. Adjournment

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, September 7th, 2017.

Selectman Buckley moved to adjourn the meeting; Selectman Owens seconded the motion. The vote was four in favor with Vice-Chairman Cannon absent; motion carried.

The meeting was adjourned at 8:45pm.

Respectfully Submitted,

Debra H. Doda
Recording Secretary