

**Town of Chester
Board of Selectmen Meeting
Thursday, June 9th, 2016
Municipal Complex
Approved Minutes**

I Preliminaries

Call the Meeting to Order
Roll Call
Pledge of Allegiance
Chairman’s Additions or Deletions
Public Comment
Approval of Minutes
Planning Board Appointment – Rick Snyder
Fire Chief Greg Bolduc
Police Chief Aaron Berube
Spring Hill Farm
Roundtable
Public Comment
Non-Public Sessions
Adjournment

1.1 Call to Order

Chairman Landau called this meeting of the Town of Chester Board of Selectmen to order at 7:04pm.

1.2 Roll Call

Selectmen present:

Cass Buckley
Jack Cannon
Joseph Hagan
Stephen Landau
Dick Trask

Members of the Public present, at various times:

Rich Bellemore, Lieutenant, Fire Department
Aaron Berube, Chief, Police Department
Greg Bolduc, Chief, Fire Department
Ben Clark, Captain, Fire Department
Phil Gladu, Captain, Fire Department
Ed Karjala
Timothy Loveless, Sergeant, Police Department
Jen Lyon
Erin Newnan, Town Clerk
Scott Newnan
Kennedy Richard
Matt Rittenhouse, Tri-Town Times
Will Sable, Sergeant, Police Department
Leroy Scott
Rick Snyder, Planning Board
Nancy Steenson, Candidate for State Senate, District 23

Beth Swanson
And others unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Landau led the attendees in the Pledge of Allegiance.

1.4 Additions and Deletions

Two non-public sessions were added; one on Reputation and one on Public Employees. A discussion on permit fees was added.

1.5 Public Comment

Nancy Steenson stood and was recognized. She introduced herself as a candidate for State Senate from District 23. Current State Senator Russell Prescott is not running for re-election. Ms. Steenson spoke briefly about herself and her plans, should she be elected, and left business cards with contact information for those who might be interested in speaking with her.

As no other Members of the Public wished to be heard, Public Comment was closed at 7:10pm.

II. Old Business

2.1 Approval of Minutes

This subject was not addressed tonight. There is a sheet in the Selectmen’s Office on which Selectmen can note their approval of past minutes.

III. New Business

3.1 Planning Board Appointment – Rick Snyder

Rick Snyder appeared before the Board for appointment to the Planning Board as a regular member; he is currently serving as an alternate. He has been a member for over twenty years.

Chairman Landau moved to appoint Rick Snyder as a regular member of the Planning Board; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; so moved.

As Town Clerk Newnan was present at tonight’s meeting, Mr. Snyder was able to be sworn in on the spot. He departed the meeting at 7:14pm.

3.2 Greg Bolduc, Fire Chief

Fire Chief Bolduc appeared before the Board to address a number of subjects.

He has been appointed as the Town’s Fire Warden, and other members of the Department have been appointed as Deputy Wardens. The appointment paperwork needs to be signed. He also had a pay rate change form for the Deputy Chief to be signed.

He spoke with a Raymond resident who had been mentioned at a previous meeting as a person who can bill insurance companies when the Rescue Vehicle is used for transport. The cost will be \$500 for setup, and between two and five hours at \$16/hour to enter all of the pertinent information into her software.

She will bill for up to five calls per month at no charge. She will need the Town's bank account information, as Medicare and Medicaid pay via direct deposit. Fire Chief Bolduc expects to have a contract for next week's meeting.

Captain Clark has ordered 15 sets of PPE gear, and the LifePaks. All items are marked as "rush", and the Department expects to have them sometime during the first two weeks of July.

Pursuant to a topic addressed at a previous meeting, **Chairman Landau moved to appoint Benjamin Clark as Deputy Fire Chief for the Chester, NH Fire Department for a term of six years; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; so moved.**

Town Clerk Newnan swore Deputy Chief Clark in; he was pinned by his girlfriend, Ms. Lyon.

Fire Chief Bolduc then introduced Scott Newnan to the attendees; he is currently a volunteer member of the Fire Department, and will be starting as the Town's new full time Firefighter in July, and is being promoted to Lieutenant.

Chairman Landau moved to appoint Scott Newnan as Lieutenant for the Chester, NH Fire Department; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

Police Sergeant Sable, who is a Justice of the Peace and a Notary Public, swore Lieutenant Newnan in; he was pinned by his wife (Town Clerk Newnan) and their daughters.

Fire Chief Bolduc departed the meeting table at 7:33pm.

3.3 Aaron Berube, Police Chief

Police Chief Berube appeared before the Board to address a number of subjects.

He introduced Kennedy Richard to the Board; Mr. Richard is currently working for the Derry Police Department, and is scheduled to retire on June 30th. Police Chief Berube would like to hire Mr. Richard as a part-time Lieutenant Detective as of July 1st. Mr. Kennedy reported that he has been in Law Enforcement for ~30 years, and has worked closely with the Chester Police Department while in Derry.

Vice-Chairman Trask moved to hire Kennedy Richard as a part-time Lieutenant Detective for the Chester, NH Police Department; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; so moved.

Mr. Richard will be sworn in after his hire date. He departed the meeting table at 7:41pm.

Police Chief Berube reported that MetLife, the insurance company, has a program where they are obliged to take ownership of vehicles they had insured, and then need to dispose of these vehicles. MetLife has offered the Town a donation of a 2010 Lexus RX350, valued at \$25k, for police use. The Town would need to accept the donation, register, insure, and maintain the vehicle. This vehicle could be used by the newly hired detective; its equipping will be covered by the Police Department budget, and in fact the vendor who equips the cruisers has offered to perform the work for 50% of regular cost. Once it is retired, the Town may do with it as they please. He has already spoken with Finance Director Smith, who spoke with Town Counsel, about accepting this donation.

Selectman Cannon wished to confirm that if this vehicle is accepted, that it is a one-time event; the Department will not expect to replace it at taxpayer cost once it is retired. Police Chief Berube confirmed

that that is correct.

All Selectmen were in favor of Police Chief Berube going forward with the acceptance of this donation.

Police Chief Berube also reported that he is working with Homeland Security on a fully funded \$11,280 grant to install a mobile data unit in one of the cruisers, and on a military surplus grant to replace the office chairs.

Police Chief Berube also reported that for the first time in ~five years, the Police Department is fully staffed. He expects to have ~\$20k left in his department’s budget at the end of the Fiscal Year, and would be interested in purchasing some items totaling \$15,500 not originally budgeted for, and not in the CIP:

1. Gun safe - \$1,500
2. Mobile Cruiser Radio Replacement - \$3,200
3. Security Camera System Replacement, and camera for evidence room - \$10,800

Selectman Cannon spoke in favor of the security system replacement, but opined that not everything would be able to be purchased, as all expenditures impact other Departments who have requested encumbered funds. Chairman Landau added that a motion for the Radio was unnecessary, as this was a replacement.

Selectman Cannon moved to grant permission to Police Chief Berube to spend up to \$1,500 to purchase a gun safe; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

3.4 Spring Hill Farm

Three bids were received for the Farmhouse work, which includes removal and disposal of clapboards and wrapping with Tyvek. These bids are as follows:

Bidder #1	\$7,500
Bidder #2	\$5,976
Bidder #3	\$11,700

Selectman Cannon asked if it was worth the extra ~\$1,500 to give business to a resident; the remainder of the Board agreed that it was, and Selectman Hagan pointed out that Bidder #1’s proposal was presented in a much more professional fashion than that of Bidder #2. Chairman Landau added that the Town should be sure to utilize the ~\$4,000 remaining on the Warrant Article after this work is complete.

Selectman Cannon moved to accept Bidder #1 for the Spring Hill Farm farmhouse work at \$7,500; Selectman Hagan seconded the motion. The vote was unanimous in the affirmative; so moved.

The winning bidder’s name will be released once the Town is in receipt of his insurance coverage paperwork.

IV. Selectmen’s Business

4.1 Roundtable

Selectman Cannon:

- Nothing to report.

Vice-Chairman Trask:

- Nothing to report.

Selectman Buckley:

- He is concerned about the haying schedule at the Spring Hill Farm fields on Lane Road. Chairman Landau will notify the Spring Hill Farm trustees.

Selectman Hagan:

- Selectman Hagan wished to remind residents of the American Legion Spaghetti Dinner on Saturday, June 18th, from 5:30pm to 8:30pm, at the MPR. Tickets are \$10 for adults and \$5 for children. Tickets may be purchased, or questions asked, by contacting the Commander, Patricia Hagan, at (603) 661-3938.

Chairman Landau:

- The Town has an estimate from American Tank Management to perform the work approved in Special warrant Article #19, Building Improvement Capital Reserve, at this year’s Town Meeting. This will be discussed again at a later date.
- The Town received a letter from Primex, asking for a signature on a document stating that it will be the Town’s true and lawful agent for Unemployment Compensation as of July 1st, 2016.
- He has spoken with Shoreline Protection; Town Counsel has instructed the Town to do nothing about the rope swing or tree at Wason Pond.
- The Department of Labor plans to inspect Town buildings where employees covered under Workers’ Compensation are, on June 15th at 9:00am. This inspection is expected to last ~three hours, and Police Chief Berube will be accompanying the inspector. Selectman Cannon would like Town Counsel Gorrow to give an opinion on whether or not this inspection is mandatory. He would also like to know the scope of what they’re going to do, and what the Town’s responsibilities might be.
- The Town received a letter from the Historical Society in the person of Jean Methot. Apparently there is a Stephen Lufkin (1733 - 1803) buried in the Village Cemetery; the DAR would like to place a marker at this headstone. He has forwarded the letter on to the Village Cemetery Trustees.
- Shawn Patenaude has spoken with the contractor who will be performing the work at Edwards Mill Dam. The pre-construction/contract signing meeting will take place during the week of July 11th. The work is planned to begin in early fall and be completed by mid-fall.
- The permit fees hearing will be scheduled for July 7th, 2016.
- Chester Academy’s graduation will be this coming weekend.

4.2 Public Comment

Leroy Scott stood and was recognized. He wished to point out the condition of three trees at the end of East Derry Road; they all appear to be ~80’ tall. One is currently dead, and there are power lines and a transformer close by.

As there were no other Members of the Public who wished to be heard, Public Comment was closed at 8:20pm.

4.3 Non-Public Sessions

Chairman Landau moved that the Board go into non-public session under RSA 91-A:3 II (a) Public Employees and (c) reputation; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.

The meeting room was closed at 8:25pm.

The meeting room was re-opened at 9:02pm.

Chairman Landau moved that the Board come out of non-public session; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

Chairman Landau moved that the minutes to non-public session #1, on Public Employees, be sealed for an indefinite period; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

Chairman Landau moved that the minutes to non-public session #2, on Reputation, be sealed for an indefinite period; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

Chairman Landau moved that the minutes to non-public session #3, on Public Employees, be sealed for an indefinite period; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; so moved.

V. Adjournment

The next meeting of the Board of Selectmen is scheduled for Thursday, June 16th, 2016 at 7pm in the Meeting Room.

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

The meeting was adjourned at 9:04pm.

Respectfully Submitted,

Debra H. Doda