

**Town of Chester
Board of Selectmen Meeting
Thursday, May 3rd, 2018
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
Continuation of Road Acceptance Public Hearing
Wason Pond Pounder
Highway Department Updates
Rental of Spring Hill Farm High Tunnel
Police Station RFP
Roundtable
Adjournment

1.1 Call to Order

Vice-Chairman Cannon 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 7:02pm)
Jack Cannon
Steve D'Angelo
Jeremy Owens
Dick Trask (arrived at 7:01pm)

Members of the Public present, at various times:

Aaron Berube, Police Chief
Ted Broadwater, Chester Charitable Foundation
Emily Kunelius, SHFAC
Timothy Loveless, Police Sergeant
Chuck Myette
Nancy Myette
Michael Oleson, Road Agent
David Veale, Chester Charitable Foundation
Maria Veale, Chester Charitable Foundation
Penny Williams, Tri-Town Times
And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Vice-Chairman Cannon 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 7:02pm.

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 Continuation of Road Acceptance Public Hearing

Vice-Chairman Cannon moved to reopen the Public Hearing on the acceptance of Isaac Foss Road; Selectman Owens seconded the motion. The vote was unanimous in the affirmative; motion carried.

Road Agent Oleson joined the Selectmen at the table. He indicated that he, Selectmen Buckley and Owens, Scott from Dubois & King, and various residents of Isaac Foss Road had performed a site walk on Tuesday, April 24th, 2018 at 8:00am. They identified what could, in time, be an issue – the join between driveways and roadway showing no evidence of tack. However, as the homeowners wish the road to be accepted, he will not object; should a driveway break away from the roadway in the future, repairs will be the responsibility of the homeowner.

Apparently there is no longer a bond; Vice-Chairman Cannon asked why it had been released. Selectman Buckley stated that a new process will be put into place to prevent this sort of issue in the future; the Planning Board does well at learning from past issues.

Selectman D'Angelo moved that Isaac Foss Road be accepted as a Town Road; Selectman Owens seconded the motion. The vote was unanimous in the affirmative; motion carried.

Vice-Chairman Cannon moved to close the Public Hearing on the acceptance of Isaac Foss Road; Selectman Owens seconded the motion. The vote was unanimous in the affirmative; motion carried.

3.2 Wason Pond Pounder

Ted Broadwater, David Veale, and Maria Veale joined the Selectmen at the table to discuss the Wason Pond Pounder, which is scheduled for this coming Saturday, May 5th, 2018.

Mrs. Veale noted that the first two Pounders, in 2011 and 2012, had been sponsored by the 'Field of Dreams' group in order to raise funds for the fields at Wason Pond. In 2013 the group transitioned to the Chester Charitable Foundation. This group continues to sponsor the Wason Pond Pounders, but now the

proceeds assist with emergencies for residents in need (via the Wilcomb-Townsend Trustees), and for charitable donations. In the past five years their donations have totaled \$141,675.

The CCF works with the Town’s Police and Fire Departments, Road Agent, Recreation Director, etc., and ~150 volunteers (at least 90% of whom are from Chester) to put on this event each year. They are expecting ~1,100 participants this year. The Pounder itself will begin at 9:00am on Saturday, with waves of ~75 runners starting every 20 minutes, until 1:20pm. Obstacles are broken down and stored in the Wason Pond Barn Saturday afternoon and the property cleaned up.

The course is changed up every year to keep it fresh and challenging. Additionally, new Board members are added regularly in order to keep interest high. The CCF members thanked the Town for allowing them access to the property and the Barn’s storage area every year.

Mr. Broadwater, Mr. Veale, and Mrs. Veale departed the meeting at 7:27pm.

3.3 Highway Department Update

Road Agent Oleson joined the Selectmen at the table to update them on Cole Road and other Highway Department matters.

Although the continuing heavy rain has delayed the work on Cole Road, he expects it to be opened by Monday or Tuesday of next week – May 7th or 8th, 2018. It will no longer have the concrete bump, as the installation of new culverts allowed for regular asphalt paving.

At this point in time, he has overspent the salt, sand, and overtime budgets by \$40,200, and asked that up to \$45,000 be transferred out of the Winter Road Maintenance Fund to cover these overages.

Vice-Chairman Cannon moved to withdraw up to \$45,000 from the Winter Road Maintenance Fund to cover overages in the Highway Budget’s plowing, salting, sanding, and general winter road maintenance lines; Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.

Road Agent Oleson departed the table at 7:31pm.

3.4 Rental of Spring Hill Farm High Tunnel

A sample lease has been drawn up for rental of the High Tunnel at Spring Hill Farm. There was some discussion as to how much the rent should be; as the plan is to at least break even, Selectman D’Angelo’s suggestion of \$1 was deemed insufficient. The tenant will also need to provide insurance coverage, and pay the electricity bill. There is a well on site.

Chuck Myette stood and was recognized. He stated that the Selectmen should keep in mind that the High Tunnel’s plastic covering needs replacing every three years or so; as a result, he would suggest a rental amount of \$500. Selectman Buckley noted that in the future, the Selectmen should be sure not to rent the High Tunnel at below-market rates, once that figure was determined.

It was also suggested that the term of the lease run until December 31st, 2018, in order that any subsequent renter will have access to the High Tunnel in January 2019.

No security deposit will be required, so paragraph 5 of the lease will be deleted.

Selectman D’Angelo moved to extend an offer to Christa Weaver to lease the High Tunnel through December 31st, 2018 at a cost of \$500, not including electricity, and with the

requirement to provide insurance coverage as directed by the Town; Selectman Buckley seconded the motion. The vote was unanimous in the affirmative; motion carried.

3.5 Police Station RFP

Police Chief Berube joined the Selectmen at the table to discuss the RFP for Police Station space needs.

Selectman Buckley had taken Police Chief Berube’s initial draft and edited it to remove any ‘guiding’ language and to make it more neutral and independent. Police Chief Berube noted that his initial draft had come from discussions with Police Departments that had built entirely new Police Stations and this was the reason that the language appeared slanted towards a new building; he agrees with the Selectmen that renovation or rebuilding is just as acceptable as a new building, as long as it meets the needs of the Town. He added that the Federal Government prefers that a 25-year estimate be taken into account where Public Safety Complexes are concerned.

He will review the suggested edits and report back to the Selectmen.

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

IV. Selectmen’s Business

4.1 Roundtable

Vice-Chairman Cannon:

- Vice-Chairman Cannon noted that this was his final meeting as a Selectman after serving for twelve years. He stated that it was an honor to serve with this and with previous Boards, adding that they always acted in the best interests of the Town. He also thanked the residents for supporting his family over the years.

Selectman D’Angelo:

- Nothing to report.

Selectman Owens:

- He raised the topic of the Inventory Forms again, saying that if the data collected was not going to be used, it should not be collected. **Selectman Owens moved that next year the Town no longer utilize the Inventory Forms; Selectman Buckley seconded the motion. The vote was unanimous in the affirmative; motion carried.**

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Selectman Buckley:

- Nothing to report.

Chairman Trask:

- Town Counsel Gorrow has drafted a letter for the Board to review; the Board agreed that it should be sent.
- A proposal was received from an Architect, offering design services for enhanced building security. These changes will be expensive and will take away from the ‘openness’ of the Town, but were originally suggested by the Department of Labor during a Safety Audit in 2016 and raised anew by the Joint Loss Management Committee this year. More information is needed before anyone is hired. Selectman D’Angelo suggested adding this work to the CIP.
- Finance Director Smith estimates that there will be ~\$7,500 remaining in the Operating Budget at the end of the Fiscal Year. This includes deferring at least some of the payment on the Cole Road repairs.
- There was some discussion about the Joint Loss Management Committee’s request to make the

Town Fields and Wason Pond into non-smoking areas. Town Counsel Gorrow’s opinion was solicited; she stated that the Selectmen had made a similar request three years ago and although she will draft up the new ordinance, she cautioned that as there is no state law prohibiting smoking on the grounds of Town-owned property, the ordinance could be subject to challenge. Selectman D’Angelo stated that there was no preemption and he believed there would not be an issue.

Police Chief Berube stated that without an ordinance, the Police Department has no authority to issue tickets. He asked if it was possible for the ordinance to state ‘all Town-owned property’ rather than be specific about the location; he also asked for fines increasing based on whether it was one’s first, second, or third offense. Selectman D’Angelo asked how much it would cost to take offenders to court, should they refuse to pay; Police Chief Berube stated that the Town has a Prosecutor available who already deals with all Town Ordinances, so there would be no extra cost. Selectman Buckley asked if it was possible to tie unpaid fines to car registrations; Police Chief Berube stated that the State has a procedure in place to do so, but that Chester had opted out of this four-five years ago.

- The smartphone and ‘Square’ for the Transfer Station have been received and are ready to set up once the new data plan has been put in place.
- Safety yellow hats and shirts for the Highway, Transfer Station, and Maintenance Departments have been received and distributed.
- The electronic signs advertising Town Elections and Town Meeting will be in place on Sunday, after the Wason Pond Pounder is done using them. He urged residents to come Tuesday to vote the official ballot, and Thursday to vote the Warrant.

V. Adjournment

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, May 17th, 2018.

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

The meeting was adjourned at 8:15pm.

Respectfully Submitted,

Debra H. Doda
Recording Secretary