

**Town of Chester
Board of Selectmen Meeting
Thursday, August 23, 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

Reappointment of Michelle Trask to Recreation Commission

102/121 Intersection Safety Improvements – Mike Dugas, NH DOT Safety Engineer

Street Scan – Road Agent Oleson and Stan Karlin

Introduction of PACT Part-Time Coordination Brianna Demers (Bob Grimm)

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 7:05 pm.

1.2 Roll Call

Selectmen present:

Steve D’Angelo

Joseph Hagan

Jeremy Owens

Members of the Public present, at various times:

Ben Clark, Deputy Fire Chief

Andrew Hadik, Planning Coordinator

Richard LeBlanc

Nancy Myette

Penny Williams, Tri-Town Times

Mike Dugas, Safety Engineer, NH DOT

TJ, Doherty, Design Engineer, NH DOT

Alan Yu, Southern New Hampshire Planning

Road Agent Mike Oleson

Stan Karlin, Street Scan

Briana Demers
Bob Grimm, PACT
Terry Traynor
Russ Norman
Kendall Kunelius
Emily Kunelius
Maria Oakley
Tiffany Coroka
Michelle Trask
Fire Chief Greg Bolduc
Chuck Heuer
And other persons unknown to the Recording Secretary

1.3 Pledge of Allegiance

Chairman Owens led the attendees in the Pledge of Allegiance.

1.4 Chairman’s Additions and Deletions

Chairman Owens stated that he had two, Deputy Fire Chief Ben Clark for update and approval of the sale of the old tanker; and Spring Hill Advisory Committee for update and approval of their Fall Festival and Master Gardener project at Spring Hill Farm; and one non-public, under 91A:3(II)(a) consideration of compensation of any public employee.

Selectman D’Angelo stated that he had one non-public, under 91A:3(II)(e) Litigation.

Selectman Hagan - none.

1.5 Public Comment

Russ Norman introduced himself as a candidate running for State Representative, District 4. Mr. Norman stated that he has lived in Chester for 30 years and has worked in production management, materials management, works to make things happen and looks forward to raising the level of competition.

II. Old Business

2.1 Approval of Minutes

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

2.2 Items for Signature

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

III. New Business

3.1 Reappointment of Michelle Trask to Recreation Commission

Michelle Trask appeared to be reappointed to the Recreation Commission for a period of three (3) years.

Selectman Hagan moved to re-appoint Michelle Trask to the Recreation Commission with a term of three years (May 31, 2021 expiration). Selectman D’Angelo seconded the motion. The vote was three in favor; motion carried.

3.2 102/121 Intersection Safety Improvements – Mike Dugas, NH Dot Safety Engineer

Mike Dugas, the NH Department of Transportation Safety Engineer presented a *power point* presentation concerning the potential for safety improvements at the intersections of Routes 102 and 121, which can be viewed on PACT (tbd). Copies of the slides were made available to Mr. Hadik in Planning.

Mr. Dugas reviewed the history, present condition and volume of traffic at the current structure of the intersection and its existing signals. Mr. Dugas advised that studies show long delays at peak commuting hours, history of accidents and injuries sustained, and factored in the future increase to traffic with the new Exit 4A.

Mr. Dugas reviewed the other possible safety improvements but focused on the “roundabout.”

Mr. Dugas displayed examples at Derry, Portsmouth, Laconia-Weirs Beach and Pelham (111A @ Nashua Rd.). The proposal could be designed for 2020-21. Drawings, which were made available to the BOS showed a proposed widening of 102 which would impact historic properties.

Crosswalks, which could be installed by DOT, setback about a car’s length from the roundabout, would be maintained by the Town going forward.

Selectman D’Angelo asked about maintaining traffic use/flow while the construction is ongoing. Mr. Dugas stated that there would likely be detours as minimal as around one side of the rotary while the other is under construction to complete detours of traffic from the intersection. There were also concerns for construction while school is in session which Mr. Dugas stated that the DOT would be sensitive of.

Mr. Dugas advised that in addition to surveys in Winter 2018 there would be a Public Hearing in mid-2019, followed by design concepts in 2019-2021. Selectman D’Angelo advised that the Town would like this presented at their annual Town Meeting.

Mr. LeBlanc of Fremont Road expressed concerns with historic points at the intersection. Selectman D’Angelo expressed concerns about protecting the cemetery. Mr. Dugas advised that the DOT did in fact have the right to impact these areas. It was uncertain whether a statue would block visibility if installed in the center of the roundabout, but Mr. Dugas explained the landscaping proposals for the center and function of the surrounding truck apron.

3.3 Street Scan – Road Agent Oleson and Stan Karlin

Road Agent Mike Oleson presented a proposal from Street Scan who had their representative Stan Karlin present to explain the process. Street Scan is out of Burlington, Massachusetts and developed in cooperation with Northeastern University who retains 5% ownership in the company. Street Scan would have a van with front and rear mounted cameras map the towns’ roadways and the software would then allegorize the road conditions and help prioritize which roads needed attention. Access would be unlimited to users and after the initial cost of \$18,295, with an annual fee of \$2,200 would be repeated in three years. Road Agent Oleson advised that he had funds in the CIP for this and that the annual fee would need to be funded into the

budget going forward. Chairman Owens added that with \$800,000 in road work performed annually, this would take some of the guess work out.

Andrew Hadik of 135 Chester Street stated that he is in support of the project and asked who would own the data. Street Scan will share ownership of the data with the Town.

Selectman Hagan motioned to support the Road Agent’s project with Street Scan and encourage funding of the annual fee. Chairman Owens seconded the motion. The vote was three in favor; motion carried.

3.4 Introduction of PACT Part-Time Coordinator Briana Demers (Bob Grimm)

Bob Grimm of Chester Public Access Cable introduced Briana Demers who would be working part-time with Chester PACT. Ms. Demers advised that she had experience volunteering for four years with public access in Londonderry and Salem and is going to school for digital media at UNH. Ms. Demers hopes to bring her ideas with her.

Selectman Hagan asked if the job would interfere with school and Ms. Demers advised that she had a flexible schedule with morning classes.

Selectman D’Angelo motioned to allow Chester PACT contract with Briana Demers. Chairman Owens seconded the motion. The vote was three in favor; motion carried.

Mr. LeBlanc, who has been a long-time devoted and knowledgeable volunteer of PACT submitted his resignation and keys. The Board thanked him for his service.

Mr. Grimm advised that he needed approval for the maintenance director to do some concrete drilling work and did not believe the expense to be more than the drill head and time/labor.

3.5 Deputy Fire Chief Ben Clark for update and approval of the sale of the old tanker

Deputy Chief Ben Clark advised that the old tanker that had been listed for sale had been sent out and repaired and sold to Bold Springs Poplar Grove Volunteer Fire Department of Tennessee for \$27,000.00. The asking price had been \$30,000. The vehicle will be shipped out.

Selectman D’Angelo moved to authorize the sale of the tanker to Bold Springs Poplar Grove Volunteer Fire Department of Tennessee. Selectman Hagan seconded the motion. The vote was three in favor; motion carried.

Deputy Chief Clark provided a copy of the Bill of Sales. Selectman D’Angelo advised that Chairman Owens was authorized to sign off.

3.6 Spring Hill Farm Advisory Committee for update and approval of the Fall Festival and Master Gardener project at Spring Hill Farm

Kendall Kunelius, Emily Kunelius, Tiffany Coroka and Maria Oakley, members of Spring Hill Farm Advisory Committee appeared to update the Board concerning their Fall Festival planned for Saturday, October 13, 2018 at Spring Hill Farm and the proposed Master Gardener’s project to be developed at the location near the existing shed.

Mrs. Kunelius who is the Board’s Chair advised that they had hit a road block with Selectman Buckley away, needing to have their approved vendor form. Ms. Coroka advised that the suggested donation for a table/spot at the Fall Fair is \$10. The form was to be modified from that vendor form used by the Town Fair Committee. The Committee did not have a copy of the form and needed to expedite this. Chairman Owens recommended that Mrs. Kunelius contact the Selectman’s Office first thing Monday morning.

Ms. Coroka explained that they were also looking for approval and permissions for preparing for the Fall Festival which would require some indoor maintenance prior to the event. Mrs. Oakley plans to have an art show inside the home with a display of many of the historical items. There will also be trail maps. Selectman D’Angelo recommended contacting maintenance who has a key.

Emily Kunelius advised that the Committee had concerns about handicapped accessibility for the event. Selectman D’Angelo advised that the Board was not empowered to waive those requirements on behalf of the State. Selectman Hagan advised that this was something that would be underway but could not be done prior to the event and if the handicapped residents of town could show their support, he saw no reason to cancel that part of the event.

Ms. Coroka advised that she is working with UNH Extension to put together a Master Gardener’s project at Spring Hill Farm. The project would be ongoing and feature an educational theme and picnic area which she hoped would draw interest to the area. Selectman D’Angelo stated that this was just the sort of thing that suited the use of the Farm and asked what the timetable of the project would be. Ms. Coroka advised that while it would be ongoing they would like to begin to till the area by Fall. Selectman D’Angelo recommended that before leaving the Committee should meet with Bob Grimm from PACT who was present to see what he could help promote the project.

Selectman D’Angelo motioned to approve the Spring Hill Farm Advisory Committee Fall Festival proposal for Saturday, October 13, 2018 at Spring Hill Farm and the ongoing cooperative Master Gardener’s project with UNH Extension. Selectman Hagan seconded the motion. The vote was three in favor; motion carried.

IV. Selectmen’s Business

4.1 Roundtable

Selectman D’Angelo

Selectman D’Angelo advised that at the Department Heads meeting, the employees decided to have their Municipal Employees barbeque on August 28th and that he was looking to authorize the expenditure of up to \$300 for that event. Selectman Hagan added that the location would be a working site so that all employees would be able to attend.

Selectman D’Angelo motioned to approve the expenditure of up to \$300 for the Municipal Employees barbeque on August 28, 2018. Chairman Owens seconded the motion. The vote was three in favor; motion carried.

Selectman Hagan

Chairman Owens

Chairman Owens stated that he had been advised by Town Clerk Erin Newnan that the Selectmen would have to have an all-day presence at the primary and elections and can appoint alternates to assist them if necessary.

Chairman Owens stated that they had received revenue from Comcast relative to the Salt Shed.

Chairman Owens advised that they had received an Audit Letter from Joanne in Finance.

Selectman D’Angelo motioned to accept the Audit Letter from Finance. Selectman Hagan seconded the motion. The vote was three in favor; motion carried.

4.2 Non-Public Sessions (2)

Selectman Hagan moved that the Board go into non-public session under NH RSA 91-A:3 II (e) Consideration or negotiation of pending claims or litigation and NH RSA 91-A:3 II (a) consideration of compensation of any public employee; Selectman D’Angelo seconded the motion. The vote was three in favor; motion carried.

The meeting room was closed at 8:25 pm.

The meeting room was re-opened at 8:34 pm.

Chairman Owens moved that the minutes to the first non-public session on Litigation be sealed indefinitely; Selectman D’Angelo seconded the motion. The vote was unanimous in the affirmative; motion carried.

Chairman Owens moved that the minutes to the second non-public session on Consideration of Compensation of any Public Employee be sealed for six months; Selectman D’Angelo seconded his 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 6, 2018.

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

The meeting was adjourned at 8:35 pm.

Respectfully submitted,

Nancy J. Hoijer
Recording Secretary