

**Town of Chester  
Board of Selectmen Meeting  
Thursday, September 13<sup>th</sup>, 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  
Wason Pond Community Center Landscaping  
PACT  
Transfer Station  
Release of Impact/Offsite Improvement Fees  
Roundtable  
Non-Public Sessions  
Adjournment

*1.1 Call to Order*

Vice-Chairman Buckley called this meeting of the Town of Chester Board of Selectmen to order at 7:01pm.

*1.2 Roll Call*

Selectmen present:

Cass Buckley  
Steve D’Angelo  
Joseph Hagan  
Stephen Landau (via telephone)

Selectmen absent:

Jeremy Owens

Members of the Public present, at various times:

Rich Czarnec, Transfer Station  
Girl Scout Troop 11035 Members and Leaders  
Andrew Hadik, Solid Waste Committee  
Aaron Mansur  
Nancy Myette  
Michael Oleson, Road Agent  
Penny Williams, Tri-Town Times  
And other persons unknown to the Recording Secretary

*1.3 Pledge of Allegiance*

Vice-Chairman Buckley led the attendees in the Pledge of Allegiance.

*1.4 Chairman’s Additions and Deletions*

Selectman Landau added one brief non-public session.

*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*

All members should review and sign items in the Signature Folder. There are also folders of invoices in Bookkeeper Duffy’s office that need signatures.

**III. New Business**

*3.1 Wason Pond Community Center Landscaping – Girl Scout Troop 11035*

The Girl Scouts and Leaders of Troop 11035 appeared before the Selectmen to request permission to work on the landscaping at the Wason Pond Community Center. The Scouts are working towards a Bronze Award, which is the highest honor a Junior Girl Scout can receive.

Megan Carnahan, Lily Gennetti, Faith Hamilton, Hailey Mansur, and Audra Souliotis gave their presentation with the assistance of their leaders Pat Decker and Rebecca Carnahan. As they meet at the WPCC each week, they would like to weed, trim, and plant around the front of the building as well as along the existing handicap ramp.

They had originally planned to work on repairing and painting the handicap ramp, but have been informed that it may need more work than they are capable of handling. It was suggested that they consult with Building Inspector Bunker about that.

They will receive assistance in this project from Meredith Barnard of Cashmere Gardens. Groundskeeper John Dalrymple was also consulted, and will be happy to work with them. Work will start as soon as possible in order that they are finished before the ground freezes.

The Selectmen were amenable to the request to work on the WPCC landscaping, and thanked the Girl Scouts for volunteering.

The Girl Scout Troop 11035 members and leaders departed the meeting at 7:07pm.

*3.2 PACT – Bob Grimm*

Bob Grimm, Chairman of the PACT Committee, appeared before the Selectmen to share some policy updates from the Committee.

An email has been sent out to all Board Chairs and Recording Secretaries, giving instructions on how to operate the cameras and announce the meetings for the best live broadcast and/or recordings. (A laminated copy of these instructions has been placed by the switch in each Meeting Room.) Mr. Grimm

added that the request to alert the PACT Committee if one plans to have a meeting other than between 7pm – 10pm Monday – Thursday appears to be working, as they had received a notification that the Highway Safety Committee was meeting outside of those times and were able to set up the cameras to record said meeting.

Selectman Landau confirmed that although recordings of meetings were available, the minutes were always to be considered the official record of said meeting; Mr. Grimm agreed, stating that this was in fact written into their policies.

The second policy update is the creation of an “On Demand” feature. Meetings and programs will be available for two months on the website, and archived after that. Visitors will be able to request that specific archived meetings be uploaded to the website for a seven day period. This can be done by emailing the PACT Committee; Mr. Grimm has also requested that a form be created (much like the Maintenance Request form) for viewers to make these requests, and will provide BOS AA Doda with the pertinent information.

Mr. Grimm expressed thanks to Maintenance Supervisor Provencher for his quick attention to the installation of the Studio and Office locking doorknobs.

Studio Coordinator Briana Demers will be in the studio tomorrow along with PACT Committee member Chuck Heuer. She has been working on a camera inventory, and met with the School Board last night.

Mr. Grimm closed by stating that the PACT studio was in need of volunteers; Vice-Chairman Buckley added that there were always plenty of volunteer opportunities in Town.

Mr. Grimm departed the meeting at 7:14pm.

### *3.3 Transfer Station – Rich Czarnek, Andrew Hadik*

Transfer Station Supervisor Czarnek and Mr. Hadik of the Recycling and Solid Waste Committee appeared before the Selectmen to request permission to dispose of certain items at the Transfer Station that have been under consideration for quite some time.

1. Aluminum Can Trailer: This trailer is no longer necessary; it has some surface rust but still works. Selectman Landau stated that his religious institution had offered to purchase this trailer some time ago for \$300, and that they were still interested. No-one else has expressed interest. Selectman D’Angelo suggested that as the institution is non-profit, the Town could sell it to them for \$1. The other Selectmen were amenable to this suggestion, although Selectman Landau reiterated that the institution was prepared to pay \$300.

**Selectman Hagan moved to sell the aluminum can trailer to the Synagogue for \$1; Selectman D’Angelo seconded the motion. The vote was three in favor with Chairman Owens absent and Selectman Landau abstaining; motion carried.**

Selectman Landau will coordinate the trailer’s removal with Transfer Station Supervisor Czarnek.

2. Chipper: This machine doesn’t meet current safety standards, although apparently that is not unusual for older machines. As the Highway Department has recently purchased a new chipper, the Transfer Station would like to dispose of this one. Mr. Hadik believes that it can be sold, perhaps via auction at the White Farm in Concord; Selectman Landau added that those auctions take place four times a year, with the next one most likely to be before Thanksgiving. Should the Transfer Station need a chipper, they may borrow the Highway Department’s new one, with a Highway Department employee operating it. Road Agent Oleson opined that if it were his decision, he would junk, not sell, the chipper.

**Selectman D’Angelo moved to send the Transfer Station’s chipper to the White Farm for auction; Vice-Chairman Buckley seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

3. Compost Pile: This pile consists mainly of yard waste as well as other compostable items and other no-longer-compostable items such as pet waste. The Transfer Station employees are unable to move it with the Skid Steer, but they would like to be able to utilize the space it currently occupies. They have identified two options: A, allow the Remillards to pick it up and bring it over to their composting facility or B, allow a resident who needs fill to pick it up. The resident in question can transport it, but has no way to load it. Road Agent Oleson is able to use Highway Department equipment to load this material, but not until after the paving work is done.

After this material is gone, the plan is to separate incoming wood into two groups – trees, brush, branches, etc. vs. PT wood, pallets, items with nails, etc. The former can be chipped regularly into a pile for residents to pick up and utilize. This is likely to be done seasonally – after Christmas, after storms, etc.

The Selectman agreed to allow the resident to have the existing ‘compost pile’ material for fill as-is and without the possibility of returning it. They asked that Town Counsel draw up a ‘release of liability’; BOS AA Doda will request this.

Transfer Station Supervisor Czarnec and Mr. Hadik departed the meeting at 7:27pm.

#### *3.4 Release of Impact/Offsite Improvement Fees*

The Selectmen reviewed the Planning Board’s release of impact and offsite improvement fees in three cases.

**Selectman Landau moved to approve the release of \$40,942 in impact fees, which is for work on Red Squirrel Lane in preparation for repaving; Vice-Chairman Buckley seconded the motion.**

There is currently ~\$40,942 in this fund.

**The vote was four in favor with Chairman Owens absent; motion carried.**

**Selectman D’Angelo moved to approve the release of \$3,775 in impact fees, which is for computer replacements; Selectman Hagan seconded the motion.**

There is currently ~\$24,518 in this fund.

**The vote was four in favor with Chairman Owens absent; motion carried.**

**Selectman Hagan moved to approve the release of \$25,000 in offsite improvement fees, which is for work on Mulberry Lane in preparation for repaving; Selectman D’Angelo seconded the motion.**

There is currently \$30,670.74 in this fund. Selectman Landau asked to confirm that offsite improvement fees were used in quadrants; this is correct.

**The vote was four in favor with Chairman Owens absent; motion carried.**

## IV. Selectmen’s Business

### 4.1 Roundtable

#### *Selectman Landau:*

- He is interested in being on the Police Department Space Needs subcommittee, should one be formed. This subject will be placed on the agenda for next week’s meeting.

#### *Selectman D’Angelo:*

- He spoke in favor of Bidder #2 of the Revaluation bids submitted by Assistant Assessor Packard last week; the other Selectmen agreed with that choice. **Selectman D’Angelo moved to award the Revaluation Bid for September 2019 to Bidder #2; Selectman Hagan seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.** Bidder #2 was revealed to be MRI.

#### *Selectman Hagan:*

- Nothing to report.

#### *Vice-Chairman Buckley:*

- Road Agent Oleson submitted a quote from an electrician for \$1,980 to run 1.5” conduit from the meter and into and through the Salt Shed to hold the coax cables Comcast needs to install the telephone and internet requested by the IT Committee to the site. Vice-Chairman Buckley suggested instead burying the cable, but conduit is less expensive. Selectman D’Angelo would like to see other bids, but the amount of this quote has already been made public. Some discussion ensued as to why a telephone is needed at the Salt Shed; Road Agent Oleson stated that it was for safety reasons. Selectman D’Angelo suggested that a cell phone be used down there instead. The Selectmen would like to hear justification for this expense before approving it.
- The Conservation Commission has requested that the Selectmen approve a Conservation Easement on a parcel off of Fremont Road and Raven Drive. **Selectman Hagan moved to approve the Conservation Easement on Map 9, Lot 19-002, as requested by the Conservation Commission; Selectman Landau seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**
- The ZBA has changed its office hours; it will now be open on Tuesdays from 2:00pm to 5:00pm and on Wednesdays from 8:30am to 12:00pm.
- The Town has a new telephone system as of September 1<sup>st</sup>, 2018. The Police Department (887-2080) and Fire Department (887-3878) telephone numbers remain the same; as usual, one should call 911 in an emergency. All Town offices may now be reached at 887-3636. A recorded menu will give specific office options, and that same information may be found on the Town’s website.
- A Police Department cruiser slated for retirement was discussed at last week’s meeting, with Police Chief Berube stating that they had been offered \$5,500 for it as a trade in. The Selectman thought this was a reasonable plan. **Selectman D’Angelo moved to allow Police Chief Berube to liquidate the 2014 Cruiser; Selectman Hagan seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

### 4.2 Public Comment

As no Members of the Public wished to be heard, Public Comment was closed at 8:03pm.

### 4.3 Non-Public Sessions

**Vice-Chairman Buckley 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 D’Angelo seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

The meeting room was closed at 8:03pm. Road Agent Oleson remained in the meeting room.

Road Agent Oleson departed the meeting at 8:25pm.

The meeting room was re-opened at 8:30pm.

**Selectman D’Angelo moved that the Board come out of non-public session; Selectman Landau seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

**Selectman Landau moved that the minutes to the first non-public session, on Public Employees, be sealed for a period of six (6) months; Selectman Hagan seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

**Vice-Chairman Buckley moved that the minutes to the second non-public session, on Pending Litigation, be sealed for a period of six (6) months; Selectman D’Angelo seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

**Selectman Landau moved that the minutes to the third non-public session, on Reputation, be sealed for an indefinite period; Vice-Chairman Buckley seconded the motion. The vote was four in favor with Chairman Owens absent; motion carried.**

## **V. Adjournment**

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, September 20<sup>th</sup>, 2018.

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

The meeting was adjourned at 8:32pm.

Respectfully Submitted,

Debra H. Doda  
Recording Secretary