

**Town of Chester  
Board of Selectmen Meeting  
Thursday, February 22<sup>nd</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  
Chester Academy PTA Auction/Trivia Night Request  
Appointments to Conservation Commission  
Chesterbrook Estates  
Warrant Articles  
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 7:03pm.

*1.2 Roll Call*

Selectmen present:

Cass Buckley  
Jack Cannon  
Jeremy Owens  
Dick Trask

Selectmen absent:

Steve D'Angelo

Members of the Public present, at various times:

Myrick Bunker, Building Inspector  
Victor Chouinard  
Kim Devaney  
Alicia Haverty  
Yanai Liberman  
Chuck Myette, Conservation Commission  
Nancy Myette  
Kathleen Neff Ragsdale  
Kristina Snyder  
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*

Appointment 3.3, *Acceptance of Eagle Scout Project*, has been rescheduled to March 1<sup>st</sup>.

*1.5 Public Comments*

As no Members of the Public wished to be heard, Public Comment was closed at 7:04pm.

**II. Old Business**

*2.1 Approval of Minutes*

An approval sheet for the previous weeks’ 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 Chester Academy PTA Auction/Trivia Night Request*

Alicia Haverty of the Chester Academy PTA appeared before the Selectmen to request permission to allow the consumption of alcohol at the Auction/Trivia Night to be held on Saturday, April 7<sup>th</sup>, 2018 in the MPR. They will be procuring a Police Detail.

**Vice-Chairman Cannon moved to allow the Chester Academy PTA to hold a BYOB Auction/Trivia Night fundraiser in the MPR on Saturday, April 7<sup>th</sup>, 2018; Selectman Owens seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

Ms. Haverty departed the meeting at 7:05pm.

*3.2 Appointments to Conservation Commission*

Chuck Myette appeared before the Selectmen to request the appointment of three new members to the Conservation Commission, who were in attendance as well: Victor Chouinard, Kathleen Neff Ragsdale, and Kristina Snyder.

Ms. Ragsdale has been attending meetings since September, and will be appointed as the seventh and final Regular member for a three year term.

Mr. Chouinard and Ms. Snyder have been attending meetings since November, and will be appointed as Alternate Members for three year terms.

Chairman Trask asked Mr. Myette if any of these appointees would be representing the Conservation Commission on other Town boards; Mr. Myette replied that although no assignments had been made, that was the plan now that the Commission had a full membership.

**Chairman Trask moved to appoint Victor Chouinard as an alternate member of the Conservation Commission for a three-year term to expire February 21<sup>st</sup>, 2021; Selectman**

**Buckley seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

**Chairman Trask moved to appoint Kathleen Neff Ragsdale as a regular member of the Conservation Commission for a three-year term to expire February 21<sup>st</sup>, 2021; Selectman Buckley seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

**Chairman Trask moved to appoint Kristina Snyder as an alternate member of the Conservation Commission for a three-year term to expire February 21<sup>st</sup>, 2021; Selectman Buckley seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

The Selectmen thanked the three new appointees for volunteering.

Mr. Chouinard, Ms. Ragsdale, and Ms. Snyder departed the meeting at 7:08pm; Mr. Myette returned to the Public.

### *3.3 Chesterbrook Estates*

Kim Devanney and Yanai Liberman appeared before the Selectmen to discuss the possible acceptance of three roads in the Chesterbrook Estates development: Bayberry Road, Lady Slipper Lane, and Sweet Briar Lane.

Ms. Devanney, who is President of the 40-household Chesterbrook Estates Association, stated that they had attended a Planning Board meeting last week, and were advised to visit the Selectmen to discuss this issue. These three roads, totally between one and one and a half miles, are private; the Association’s dues currently pay for road maintenance, plowing, etc. They would like the Town to accept these roads for two reasons: one, safety; as the roads are private, the school bus does not enter, and the ~60 schoolchildren are compelled to meet the bus at the intersection with North Pond Road. Secondly, taxes; they pay the same tax rate as other residents, but their roads are not serviced.

Selectman Buckley noted that the major issues with these roads are the lack of as-builts and the fact that they were not built to Town specifications. Historically, the Town does not accept roads not built to their specifications, nor do they normally accept 18-year-old roads. Mr. Liberman stated that the Planning Board had suggested they ask the Selectmen if they would be interested in showing some leniency in this situation, but it is not likely. They also inquired about receiving abatements, but the Town does not do that for any other residents on private roads.

Ms. Devanney and Mr. Liberman were advised to start by contracting with an engineering firm to review these three roads; from there they can determine if the cost is worth it. Should they meet all of the necessary requirements, the Selectmen would certainly consider accepting the roads.

The Selectmen wished Ms. Devanney and Mr. Liberman luck with the process; they departed the meeting at 7:22pm.

### *3.4 Warrant Articles*

Before beginning discussion on Warrant Articles, it was confirmed that the Selectmen wished to move line 01-4414-1-991 ACO Wason Pond Ranger to the Police Department, 01-4210.

As a reminder, the following Warrant Articles were moved forward at last week’s meeting:

- d. Highway CIP Funding
- f. Police Department Equipment
- g. Winter Road Maintenance Fund
- h. Revaluation
- j. 300<sup>th</sup> Anniversary
- k. Keno
- m. Discontinue Wason Pond Recreation Capital Reserve

The following Warrant Articles still needed discussion, and to be voted upon:

- a. **Selectman Buckley moved that the *Budget* Warrant Article for \$4,533,461 be moved to the Warrant; Vice-Chairman Cannon seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

- b. There was some discussion about what figure to use to fund the CIP this year. In the end it was decided to fund it by \$800k, with \$600k to be raised from taxation and \$200k to be withdrawn from the Undesignated Fund Balance. Although some disagreed with that figure, Vice-Chairman Cannon opined that the decision should be up to the Legislative Body – they will vote against it should they believe it to be too high.

**Selectman Buckley moved that the *CIP Funding* Warrant Article for \$800,000 be moved to the Warrant; Chairman Trask seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

- c. **Selectman Owens moved that the *CIP Projects* Warrant Article for \$886,351 be moved to the Warrant; Chairman Trask seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

- e. **Selectman Buckley moved that the *Highway CIP Projects* Warrant Article for \$285,000 be moved to the Warrant; Selectman Owens seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

- i. Vice-Chairman Cannon asked if this Warrant Article gave the PACT Committee the authority to hire a part-time employee; it was clarified that this gave them the funding to do so.

**Selectman Buckley moved that the *PACT* Warrant Article for \$35,383 be moved to the Warrant; Selectman Owens seconded the motion. The vote was three in favor with Vice-Chairman Cannon opposed and Selectman D’Angelo absent; motion carried.**

- l. Last week it was suggested that the word ‘Special’ be deleted from the Spring Hill Farm Special Revenue Fund Warrant Article and that the wording be amended to appoint the Selectmen as agents to expend; this was voted upon and moved to the Warrant. However, after consultation with Town Counsel Gorrow and Finance Director Smith, these changes were found to be impermissible. As a result, the Warrant Article needed further discussion and another vote.

Chairman Trask indicated that the purpose of this Warrant Article was to adhere to Miss Church’s wish that the Farm not be a burden to the Town by isolating revenue from the property away from the general fund, and spending that revenue only on the property. The only methods of doing this are a Special Revenue Account, which mandates that the Legislative Body approve the spending, or a Recreation Revolving Fund, which mandates that the revenue must be fees and charges from recreational activities. The former was not acceptable to the Selectmen, and the latter not appropriate for this purpose.

Vice-Chairman Cannon queried whether the Spring Hill Farm revenue could go straight into the Spring Hill Farm Trust; Mr. Myette, who was still present, indicated that as a 501(c)(3), the only funds that can go into the Trust would be donations.

Discussion having ceased, **Vice-Chairman Cannon moved that the *Spring Hill Farm Special Revenue Fund Warrant Article* be moved to the Warrant; Chairman Trask seconded the motion. The vote was two in favor with Selectmen Buckley and Owens opposed and Selectman D’Angelo absent; motion failed.**

This Warrant Article will be deleted from the draft warrant; the others will be moved forward.

#### **IV. Selectmen’s Business**

##### *4.1 Roundtable*

*Vice-Chairman Cannon:*

- He attended the 300<sup>th</sup> Anniversary Committee’s meeting last night. There are letters of thanks to the residents who submitted logo contest entries in the signature folder.

*Selectman Owens:*

- Nothing to report.

*Selectman Buckley:*

- Nothing to report.

*Chairman Trask:*

- At a recent Selectmen’s meeting, it was decided to make the entire 84 Chester Street property non-smoking. This will necessitate a change in the Personnel Policy. The suggested wording was reviewed, and one edit made. The wording was suggested to be as follows: *Smoking is allowed only outside of town buildings. In addition, the entire property at 84 Chester Street, which includes grounds, parking lot, and inside vehicles, is designated as a non-smoking area.* **Selectman Owens moved to accept the recommended change to the wording of the *Smoking* section of the Personnel Policy as amended; Vice-Chairman Cannon seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.** This change will be posted for two weeks for comments, and the change to the Personnel Policy will be voted upon at the Selectmen’s meeting of March 8<sup>th</sup>, 2018.
- The Town’s new website launch date is March 1<sup>st</sup>, 2018. The website address ([www.chesternh.org](http://www.chesternh.org)) will not change - merely its look and functionality.
- Sign-up to run for elected offices begins March 21<sup>st</sup> and goes through March 30<sup>th</sup>, 2018. A list of open positions may be found on the Town’s website on the Town Clerk/Tax Collector page.
- A request was received from a resident who would like to tap the three maple trees on the triangle-shaped piece of Town-owned land at the intersection of 121 and 121A. He is willing to use the old-style galvanized buckets for aesthetic purposes. Vice-Chairman Cannon opined that he had seen those trees tapped before, but that permission had never been sought. Vice-Chairman Cannon moved to allow this resident to tap the three maple trees at the 121/121A intersection; Selectman Buckley seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.

##### *4.2 Non-Public Sessions*

**Selectman Buckley moved that the Board go into non-public session under RSA 91-A:3 II (e) Pending Litigation for two items; Selectman Owens seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

The meeting room was closed at 7:53pm. Building Inspector Myrick Bunker remained in the meeting room.

Building Inspector Bunker departed the meeting room at 8:10pm.

The meeting room was re-opened at 8:15pm.

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

**Chairman Trask moved that the minutes to the first non-public session on Pending Litigation be sealed for a period of one (1) year; Selectman Owens seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

**Chairman Trask moved that the minutes to the second non-public session on Pending Litigation be sealed for an indefinite period; Selectman Buckley seconded the motion. The vote was four in favor with Selectman D’Angelo absent; motion carried.**

## **V. Adjournment**

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, March 1<sup>st</sup>, 2018.

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

The meeting was adjourned at 8:15pm.

Respectfully Submitted,

Debra H. Doda  
Recording Secretary