Town of Chester
Technical Review Committee Meeting
Monday, August 3, 2020
Virtual Meeting
Approved Minutes

1 Preliminaries

9:00am Call the Meeting to Order
Roll Call
Chairman’s Additions or Deletions
Approval of Minutes – 7/13/2020
Protocol for Recurring Events
Any Other Business
Date of Next Meeting & Adjournment

1.1 Call to Order

Chairman Bunker called this meeting of the Technical Review Committee (TRC) to order at 9:07am.

1.2 Roll Call

Members Present at Various Times via Zoom
- Aaron Berube, Police Chief; Vice Chair
- Greg Bolduc, Fire Chief
- Myrick Bunker, Building Inspector / Code Enforcement Officer; Chair
- Paul Cavanaugh, Maintenance Supervisor
- Debra Doda, Town Administrator
- Andrew Hadik, Planning Coordinator
- Mike Oleson, Road Agent
- Caroline Wilson, Building Department Administrative Assistant; Secretary

Members Absent
- Stephen D’Angelo, Selectman
- Darrell Lockwood, Superintendent, Chester Academy
- Darrell Quinn, Health Officer
- Corinna Reishus, Recreation Director
- Conservation Commission Designee

1.3 Chairman’s Additions or Deletions

None.

II Old Business

2.1 Approval of Minutes – July 13, 2020

Recreation Director Reishus was unable to attend the meeting and indicated via email that she approved of the July 13, 2020 draft TRC minutes; as well as the draft Protocol for Recurring Events (see 2.2).

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Planning Coordinator Hadik moved to accept the Technical Review Committee minutes of July 13, 2020 as written; Maintenance Supervisor Cavanaugh seconded the motion. The vote was six in favor (Berube, Bunker, Bolduc, Cavanaugh, Doda, and Hadik) with Road Agent Oleson abstaining due to absence, and Messrs. D’Angelo, Lockwood, Quinn, Reishus, and Conservation Commission Designee absent; motion carried.

2.2 Protocol for Recurring Events

A draft Protocol for Recurring Events was emailed to all members of the TRC. TA Doda noted that the draft made sense to her and that it seemed to cover what it needed to; others agreed.

Planning Coordinator Hadik moved to accept the Protocol for Recurring Events; TA Doda seconded the motion. The vote was seven in favor (Berube, Bunker, Bolduc, Cavanaugh, Doda, Hadik, and Oleson) with Messrs. D’Angelo, Lockwood, Quinn, Reishus, and Conservation Commission Designee absent; motion carried.

TA Doda will post the Protocol for Recurring Events on the TRC webpage.

III. New Business

3.1 Any Other Business

Chairman Bunker noted that the previously-postponed 2020 Wason Pond Pounder has been cancelled; event organizers hope to hold the event in 2021. Also, the Spring Hill Farm benefit trail ride that had been scheduled for September 6th at the Lane Road fields (011-052) has been cancelled; event organizers hope to hold the event in 2021.

IV. Adjournment

As the first Monday of September falls on the Labor Day holiday, the next TRC meeting is scheduled virtually for Monday, September 14th at 9:00am.

Maintenance Supervisor Cavanaugh moved to adjourn the meeting; Planning Coordinator Hadik seconded the motion. The vote was seven in the affirmative with Messrs. D’Angelo, Lockwood, Quinn, Reishus, and Conservation Commission Designee absent; motion carried.

The meeting was adjourned at 9:11am.

Respectfully Submitted,

Caroline R. Wilson, Secretary