

**Town of Chester
Technical Review Committee Meeting
Monday, July 13, 2020
Virtual Meeting
Approved Minutes**

I Preliminaries

**9:00am Call the Meeting to Order
Roll Call**

Chairman's Additions or Deletions

Approval of Minutes – 6/1/2020

Applications:

Trail Ride at Lane Rd. Fields to Benefit SHF – 9/6/2020 - 7:30a-3:30p

Geary Farms, LLC – Request to Operate Food Truck @ SHF / 95 Towle Rd. - Ongoing

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 9:08am.

1.2 Roll Call

Members Present at Various Times via Zoom

Aaron Berube, Police Chief; Vice Chair

Myrick Bunker, Building Inspector / Code Enforcement Officer; Chair

Paul Cavanaugh, Maintenance Supervisor

Debra Doda, Town Administrator

Andrew Hadik, Planning Coordinator

Darrell Quinn, Health Officer

Corinna Reishus, Recreation Director

Caroline Wilson, Building Department Administrative Assistant; Secretary

Others Present at Various Times via Zoom

Emily Kunelius

Christy Ortins, Geary Farms, LLC

Nick Ortins, Geary Farms, LLC

Leslie Packard, American Legion Forsaith-Drowne Post 108

Members Absent

Greg Bolduc, Fire Chief

Stephen D'Angelo, Selectman

Darrell Lockwood, Superintendent, Chester Academy

Mike Oleson, Road Agent

Conservation Commission Designee

1.3 Chairman's Additions or Deletions

II. Old Business

2.1 Approval of Minutes – June 1, 2020

Recreation Director Reishus moved to accept the Technical Review Committee minutes of June 1, 2020 as written; Maintenance Supervisor Cavanaugh seconded the motion. The vote was five in favor (Berube, Bunker, Cavanaugh, Doda, and Reishus) with Messrs. Hadik and Quinn abstaining due to absence, and Messrs. Bolduc, D'Angelo, Lockwood, Oleson, and Conservation Commission Designee absent; motion carried.

2.2 Trail Ride at Lane Road Fields (011-052) to Benefit SHF – 9/6/20 – 7:30am-3:30pm

As questions remained, this item was tabled from last month's TRC meeting.

Emily Kunelius appeared on behalf of the applicant, Beth Sautter, who was unable to attend the meeting. Leslie Packard appeared on behalf of the American Legion Forsaith-Drowne Post 108; who have offered to insure the event.

Ms. Packard noted that parking for the event will be in the "third field down" which had been used for other trail rides. It is her understanding that ~fifteen horse trailers would be parking there that day.

Recreation Director Reishus clarified that, as the entity providing insurance coverage, the Legion needs to submit an insurance declarations page naming the Town of Chester as an additional insured. The Legion also needs to complete and submit a COVID-19 agreement and a Field Usage Form; Ms. Reishus will email these to Ms. Packard.

Regarding the \$250 deposit, Ms. Reishus noted that if it is only a free trail ride, this fee can be waived. However, if the event brings in revenue, the fee cannot be waived.

TRC recommends the applicant consult Fire, Maintenance, and Recreation Departments for this proposal.

III. New Business

3.1 Geary Farms, LLC- Request to Operate Food Truck at SHF / 95 Towle Rd- Ongoing

Chairman Bunker explained to Christy and Nick Ortins of Geary Farms, LLC that the TRC will send them a sheet indicating which Town entities they need to see for this proposal. As this is a request for a commercial operation in a residential zone, Chairman Bunker posited that the Ortins will need to obtain relief / permission from the Zoning Board of Adjustment and Planning Board, respectively.

Ms. Ortins mentioned that their proposal constitutes agritourism and would be considered a special exception use. Chairman Bunker noted that local rules and regulations shall still be followed; he will research the rules and regulations to determine the required percentage of offerings that must be grown on the premises.

TRC recommends the applicant consult Building, Conservation, Fire, Maintenance, and Planning Departments for this proposal.

3.2 Any Other Business

- Chairman Bunker will draft a document detailing the criteria exempting annual events from being reviewed by the TRC every year and will send it to members for consideration at next month's TRC meeting.
- Ms. Wilson noted that this year's Reebok Ragnar Reach the Beach relay race has been cancelled due to COVID-19. The applicant will contact the TRC next year, as they hope to hold the event on September 18, 2021 and wish to use the Chester Academy parking lot on that day.
- Ms. Wilson will email TRC members the signoffs for the SHF Benefit Trail Ride and the Geary Farms Food Truck.

IV. Adjournment

The next TRC meeting is scheduled virtually for Monday, August 3rd at 9:00am. Today's Zoom invitation will remain valid.

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

The meeting was adjourned at 9:25am.

Respectfully Submitted,
Caroline R. Wilson, Secretary