

**Town of Chester  
Technical Review Committee Meeting  
Monday, February 1, 2021  
Virtual Meeting  
Approved Minutes**

**I Preliminaries**

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

**Chairman's Additions or Deletions  
Approval of Minutes – 12/7/2020**

**Applications:**

*Robert Swanson – Transient Rentals – 504 Haverhill Rd.*

**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 9:01am.

**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

Phil Gladu, Fire Captain

Andrew Hadik, Town Planner

Mike Oleson, Road Agent

Darrell Quinn, Health Officer

Corinna Reishus, Recreation Director

Caroline Wilson, Building Department Administrative Assistant; Secretary

**Members Absent**

Greg Bolduc, Fire Chief

Conservation Commission Designee

Stephen D'Angelo, Selectman

Darrell Lockwood, Superintendent, Chester Academy

**Others Present at Various Times via Zoom**

Robert Swanson, 504 Haverhill Rd.

**1.3 Chairman's Additions or Deletions**

None.

**II. Old Business**

**2.1 Approval of Minutes – December 7, 2020**

Town Planner Hadik moved to accept the Technical Review Committee minutes of November 2, 2020 as written; Town Administrator Doda seconded the motion. The vote was eight in favor with Mr. Oleson abstaining and Messrs. Bolduc, D'Angelo, Lockwood, and Conservation Commission Designee absent; motion carried.

### III. New Business

#### 3.1 Robert Swanson – Transient Rentals – 504 Haverhill Rd.

Robert Swanson explained that the small cottage on his property (known as “the Acorn”) was built in 1926. It always had a bathroom and a kitchenette but it has since been renovated. It is suitable for seasonal use only; water is drained before freezing weather arrives. The Swansons have used the cottage as an art studio and have had their own guests stay in it before they listed it on Airbnb.

Fire Captain Gladu asked if the cottage was equipped with smoke detectors and a fire extinguisher in the kitchen; Mr. Swanson said yes.

Road Agent Oleson asked how vehicles will access the cottage. Mr. Swanson explained that one may go to the right of the barn and cross the field; or, one may use Jack Road (which is a Class VI road). Mr. Swanson stated that he preferred it be accessed by Jack Road. Road Agent Oleson noted that Jack Road may only be used by registered, roadworthy vehicles; snowmobiles and ATVs are not allowed on it. Mr. Oleson explained that Mr. Swanson would be 100% responsible for maintenance to Jack Road. It was also confirmed that upgrades to Jack Road are not allowed. Mr. Swanson noted that he has filled in potholes and the like.

Fire Captain Gladu wondered how difficult it would be for emergency apparatus to access the cottage. Chairman Bunker noted that he has been on Jack Road in the town vehicle and that it was quite challenging. Fire Captain Gladu will arrange a time with Mr. Swanson to access the cottage via Jack Road.

Road Agent Oleson wondered what the address would be for the cottage; 504B Haverhill Road, perhaps? Chairman Bunker explained that E911 prohibits letters to be added to addresses, so it would be assigned its own number.

**TRC recommends the applicant consult Building and Planning Departments for this proposal, along with the potential need to seek relief from the Zoning Board of Adjustment.**

#### 3.2 Any Other Business

Vice Chair Berube requested that contact information for the owners of the transient rentals be provided to Police and Fire departments. Chairman Bunker noted that the three known transient rentals are in various stages of the approval process; he agreed that a registry of sorts could be created for emergency services.

### IV. Adjournment

The next TRC meeting is scheduled virtually for Monday, March 1, 2021 at 9:00am.

104 **Recreation Director Reishus moved to adjourn the meeting; Road Agent Oleson**  
106 **seconded the motion. The vote was nine in the affirmative with Messrs. Bolduc,**  
**D'Angelo, Lockwood, and Conservation Commission Designee absent; motion carried.**

106 The meeting was adjourned at 9:17am.

108 Respectfully Submitted,  
110 Caroline R. Wilson, Secretary