

**Town of Chester  
Technical Review Committee Meeting  
Monday, December 5, 2022  
Town Hall Meeting Room  
Approved Minutes**

**I Preliminaries**

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

**Chairman's Additions or Deletions  
Approval of Minutes – October 3, 2022**

**Applications:**

-Chester Historical Society: Sing-along at Stevens Hall, Sat. Dec. 10<sup>th</sup> from 2-4pm

**Any Other Business:**

Election of Officers

Conservation Designee

**Date of Next Meeting & Adjournment**

**1.1 Call to Order**

Chairman Bunker called this meeting of the Technical Review Committee (TRC) to order at 9:02am.

**1.2 Roll Call**

**Members Present**

Aaron Berube, Police Chief; Vice Chair  
Myrick Bunker, Building Inspector; Chair  
Paul Cavanaugh, Maintenance Director  
John Dalrymple, Health Officer  
Debra Doda, Town Administrator  
Phil Gladu, Fire Chief (arrived 9:03am)  
Andrew Hadik, Town Planner  
Corinna Reishus, Recreation Director / Facilities  
Caroline Wilson, Building AA; Secretary

**Members Absent**

Chester Academy Designee  
Conservation Commission Designee  
Stephen D'Angelo, Selectman  
Mike Oleson, Road Agent

**Others Present at Various Times**

Lynn Rockwell, Chester Historical Society

**1.3 Chairman's Additions or Deletions**

Chairman Bunker added Election of Officers to 3.2 *Any Other Business*.

**II. Old Business**

**2.1 Approval of Minutes – October 3, 2022**

The draft minutes of October 3, 2022 were distributed to members prior to the meeting with a few minor edits.

**Town Planner Hadik moved to accept the Technical Review Committee minutes of September 12, 2022 as amended; Maintenance Director Cavanaugh seconded the motion. The vote was eight in favor with Messrs. D’Angelo & Oleson, and Chester Academy & Conservation Commission Designees absent; motion carried.**

**III. New Business**

**3.1 Chester Historical Society Sing-Along at Stevens Hall: Sat., Dec. 10<sup>th</sup> from 2-4pm**

Lynn Rockwell appeared before the TRC on the behalf of the Chester Historical Society to present the application to hold a sing-along at Stevens Hall featuring the Chickering grand piano.

The elevator is operational now, a sound system will pipe music in on the first floor, and refreshments will be offered on the first floor.

While Ms. Rockwell doesn’t know how many attendees there will be, a similar event last weekend drew a significant crowd. Vice Chair Berube explained that it would be the BOS’s call whether a police detail would be required.

The piano humidifier was discussed. Currently it’s being run with an extension cord, which is not allowed. Maintenance Director Cavanaugh will contact the electrician to provide a quote for adding outlets for this.

Maintenance Director Cavanaugh asked Ms. Rockwell to let him know how many tables and chairs will be needed. Recreation Director Reishus reminded Ms. Rockwell that trash is “carry in, carry out.”

Chairman Bunker informed Ms. Rockwell that the TRC neither approves nor disapproves projects or events, but rather it is an advisory clearinghouse. A sign off sheet was sent around for the event and Secretary Wilson will send it to Ms. Rockwell shortly after the meeting.

**TRC recommends the applicant consult with Maintenance, Recreation, and Administration departments for this event.**

Ms. Rockwell departed the meeting at 9:17am.

**3.2 Any Other Business**

**3.2.1 Election of Officers**

Chairman Bunker has been the Chair of the TRC since it was established in 2017. He wished to provide other members the option of stepping up to lead the Committee. No one volunteered to assume the Chair role.

**Chairman Bunker moved to nominate Maintenance Director Cavanaugh as TRC Chair;**

and Town Planner Hadik seconded the motion. Maintenance Director Cavanaugh declined the nomination. This motion was withdrawn.

Maintenance Director Cavanaugh moved that Mr. Bunker remain TRC Chair; Town Administrator Doda seconded the motion. Those present felt that Chairman Bunker has been a very effective leader. Chairman Bunker accepted the nomination. The question was called; the vote was eight in favor with Messrs. D'Angelo & Oleson, and Chester Academy & Conservation Commission Designees absent; motion carried.

Chairman Bunker asked Police Chief Berube if he would remain Vice Chair; Police Chief Berube agreed.

All members present thanked Chairman Bunker and Vice Chair Berube for their continued service.

### 3.2.2 Conservation Commission Designee

It was recently observed that Conservation Commission designee(s) rarely attend the TRC meetings, nor circle back to sign the sign-off sheets for projects or events. Ms. Wilson used to email absent designees after each meeting, but she stopped doing this a few months ago and now just indicates "Designee not present at this meeting" on the sign-off sheet.

It was noted that the Conservation Commission has recently questioned why they were not consulted regarding certain events happening on conservation properties, i.e. Wason Pond Conservation & Recreation Area. Recreation Director Reishus explained that she will be at the Wason Pond Commission meeting tonight and would mention this to the Conservation Commission representative(s). Perhaps a different designee would wish to attend the TRC meetings.

## IV. Adjournment

The next TRC meeting is scheduled for Monday, January 9, 2023, at 9:00am in the Town Hall Meeting Room.

Maintenance Director Cavanaugh moved to adjourn the meeting; Town Administrator Doda seconded the motion. The vote was eight in the affirmative with Messrs. D'Angelo & Oleson, and Chester Academy & Conservation Commission Designees absent; motion carried.

The meeting was adjourned at 9:27am.

Respectfully Submitted,

Caroline Wilson, Secretary