Town of Chester

Citizen Advisory Committee
November 14, 2023
6:30 p.m.

Committee Members Present: Frank Kelley, Vince Buckholz, Roy Spaulding
Staff Present: Alicia DiPietro, Tom Williams, and Julie Hance

Visitors Present: Peter Hudkins

1. Organization:
    a. Review agenda. Revise and limit the info
    b. Frank will email all members starting at 5PM.
    c. Other organizational items -
        i. Approve 10.10.23 Minutes. Motioned by Vince, 2nd by Roy. Approved.
        ii. Review Robert's Rules of Order for Small Boards (as needed)
        iii. Purpose and Goals Review (as needed)

"The Citizens Advisory Committee is established under the direction of the Selectboard. The Committee is created to act as a resource for the Town of Chester and the Chester Police Department to assist in the formation of strategies, development of community policing concepts, increasing public awareness, furthering engagement and transparency efforts, and help to identify best practices. The Committee is intended to provide a forum for discussions concerning community issues and the goal is to have a broad spectrum of viewpoints represented."

        iv. Other?

2. Citizen's Comments:
    a. Citizen's Comments and/ or Input
        i. None

3. Chester Police Department Comments and/ or Input
    a. Any items to share that are not on the agenda?
    b. Interviews
        i. Lieutenant's interviews were conducted. Not offered to any of the candidates. Will be re-opened.
        ii. More advertisements coming to attract a larger pool.

4. Sub-Committee Updates:
    a. Citizen Input Form (draft): Frank
        i. Digital copy here. Paper copy to be available for the Select Board.
            1. Present to Select Board on 11.15.23
            2. Share plan to get public involved via webpage

    b. CAC Community Input Form - July '23 Flood Response
            1. Present to Select Board.

2. Share plan to get public involved.
3. Data to be collected until 12.31.23?
4. QR Code for the survey.

a.

    ii. 11.15.23 CAC Meeting to the SB. Flood social media before or after?
1. Survey announced at 11.01.23 Meeting.
2. FK presented.
    iii. False Alarm Policy is on the 11.15.23 agenda.
    iv. [CERT Information](#) from FEMA
        a. Overview. Compatible with other ideas shared?
        b.

c. Data Analysis: Frank will keep going with that with the CAC Survey going out.

d. Communication:
    i. CAC Email Account Information
1. FK , Vince, Julie H., and Chief Williams
2. Add Alicia DiPietro to the Chester.vt.cac@gmail.com

e. Community Awareness:
    i. It's in the early stages. Training and other information coming together. Funding is to be determined.
    ii. Vince will contact Bennington PD.
    iii. Checking in with people can be neighbors check on neighbors. In your area, check in with the neighbors. Informal and formal could work best. Point person in the area.
    iv. What's the process? How to gather the information? How to get info out to people? Robocall? CARES Program is from the state of VT. Online registry that gives info to EMS about the people who may be in need. CAC will review the various options.
    v. Timeline could get started by Town Meeting?

5. Policy Review Process: Roy and Vince
a. CAC Policy Review Protocol:
    i. False Alarm Policy: Review, Discussion, and Decision
1. Presentation to Select Board - 11.15.23
2.
    ii. Use of Force Policy: Read through. Vince and Roy are almost done with the review. Share with the public how it is a split second decision. Potential scenario - Citizen Academy where citizens get the impression of what it is

like to respond to an incident. It's a non-changeable policy, we'll note when it has been reviewed.

iii. Award Policy: Lifesaving Award, Medal of Honor, Medal of Valor, … is to be finalized. Full time officers have dress uniforms which can have the awards on it. Sub-committee to be determined. Alicia will send to FK in the next week or so.

6. Other items:
   a. Plan for 11.15.23 6:30PM Select Board presentation
      i. Introduction of members
         1. Frank
         2. Review our Purpose and Goals
         3. Meeting day and time
            a. Read the purpose and goal.
            b. Remind that we are not an oversight board

      ii. CAC Community Input Form - July'23 Flood Response
         1. [CAC Community Input Form - July '23 Flood Response](#)
            i. Share plan to get public involved.
            ii. Data to be collected until 12.31.23
            iii. QR Code for the survey.

         2. Data analysis to follow

      iii. Policy Review Sub-Committee Overview

      iv. Questions and Answers

      v. Policy Review Sub-Committee to follow as a separate item.
         1. False Alarm Policy - Roy and Vince
            a. Why is this happening? Volume of false alarms, the number of alarms, the impact on the community, …
            b. $25 registration fee is nominal registration fee.
            c. Hoping to have people respond when their alarms are not functioning as designed.

7. Quick check in regarding overall present cases.

8. Next Agenda: (December 12th, 2023 meeting. Time to be determined.)

9. Meeting to adjourn at 7:38PM. Motion by Vince, 2nd by Roy.

Attachments: VCLT Policies to be reviewed.