

TOWN OF CHESTER
SELECT BOARD
December 16, 2020
Select Board Meeting Minutes

PRESENT: Arne Jonynas; Lee Gustafson; Leigh Dakin; Jeff Holden; Julie Hance; Amie O'Brien

VISITORS: SapaTV; Shawn Cunningham; Leslie Thorsen; Sharon Huntley

Meeting was held via Zoom and at the Town Hall.

1. APPROVE MINUTES FROM December 2, 2020 SELECT BOARD MEETING

A motion was made by Lee Gustafson to approve the Minutes of the December 2, 2020 Select Board meeting as written. Seconded by Jeff Holden. The motion passed.

2. CITIZEN COMMENTS/ANSWERS FROM PREVIOUS MEETING

Leslie Thorsen approached the Select Board about the Police Policies and Procedures given to Trevor Whipple for review. She would like the public to review them as well and allow for input from the community. Trevor Whipple was given the policies and procedures for review and will be adding pieces that apply to the new building. Julie Hance will check to see when he will be finished. This will be added to a future Agenda after determinations for the 2021 budget have taken place. This meeting will be warned, and notice will be given to the public when the matter will be discussed. The process for adopting the policies and procedures is important and will take time to implement. Leslie Thorsen will continue to approach the board on this issue to be sure it is addressed.

3. OLD BUSINESS

Town Garage/Added Design: Kevin Racek and Julie Hance discussed cutting back the cost for the design to add a new bay to the Town Garage. The original cost cannot be cut back, so this has been put on hold for now.

Public Safety Building: The base layer of paving has been put down and the framing pieces are going in. The floors will be poured after the framing work has been installed. The work is about one week behind schedule but is moving ahead quickly. The snow in the forecast may slow them down a bit. The contingency holds at about \$90,000 for now. Jeff Holden stated everything went well while installing the water lines.

Yosemite Fire House: The header on the sliding door has been replaced stabilizing the building. The bottom half of the building has been repainted

Jeffrey Barn: The insurance company will no longer insure the building due to its condition. They have included \$50,000 worth of coverage for debris removal if the building collapses. No Trespassing and No Entrance signs have been put up to keep people away from the barn. A discussion will need to take place on what will happen to the structure in the future. Locating a construction company that would want the old material and timbers is an option. Repairing the building would cost too much money.

Frisby Golf Tour: The Frisbee Golf Tour will be back next year the first weekend in May. They enjoyed the course and are excited to come back.

Marketing: Chester has been featured in Redfin as one of the top ten hottest neighborhoods in the country. Chester came in as number 2 on the list.

4. 2021 GENERAL FUND BUDGET; COMBINED BUDGET TO DATE, GRANT BUDGET

Each departments budget has been reviewed during previous meetings. There have not been any major changes since. The Police Department has written fewer tickets this year due to COVID and courts have been closed. This will likely cause a decrease in fees collected for the department. Income and expenses are down for diesel and gas because prices are down along with usage. An increase in Andover's fees will be discussed with Chris Plumb, Select Board Chair, in the Spring. Also, the fees paid to Springfield for use of the Transfer Station will be discussed when they have a new manager in place. The Recreation Department has consolidated some line items such as dance and gymnastics to help keep it less confusing.

The salaries for the Fire Department show large increases from 2019 to 2021 due to the difference in the way the budget is being presented. The Bond Plan is now being separated out by department to get a better understanding of what each one spends. The Bond program is a good way to take advantage of low interest rates. The auditors have said debt is not a bad thing but should be closely watched. The Capital Plan is designed to level out spikes in the budget for large purchases with an allotted amount assigned each year for spending.

The town recently switched cell phone carriers saving about \$5,000 per year. The State is not permitted to charge town's for dispatch services provide by the State Police. This may be temporary because they are still working on a way to get funding. The Highway Departments budget is up a bit. There has been \$14,000 added to install things needed for the gravel pit, and the bridge line is up because the cost of material is up.

Money has been added for repairs to the Town Hall for when the Public Safety building is ready. The Police Department moving out will allow for their space to be used by the Town Office employees. Julie Hance and Cil Mathews will occupy the space where the Police Department is now. The Listers will move to Julie Hance's office and Zoning will move to the middle room where Cil Mathews' desk is located. The room at the font of the building will be turned into a meeting room.

A grant has been applied for to replace the windows at the Yosemite Firehouse. If approved, the windows will be replaced, then the building will be painted. A lot of work needs to be done to the Academy Building before it can be open to the public. The ceiling and roof will be repaired, and interior work will follow.

The heat study for the Public Safety building has not been given to Julie Hance yet. She will ask for it again on Monday at their next meeting. There will be four 1,000 gallon/pound propane tanks at the site. One tank will be dedicated to running the generator. This will be sent to bid along with the one needed for the sewer plant.

5. PETITION; DISCUSSION RE: WAIVE PETITION REQUIREMENT TO RUN FOR AN OFFICER POSITION

The State of Vermont left it up to the Select Board to decide if signatures will be required to run for office. Electronic signatures are not an option. Leigh Dakin stated she would like to waive the requirement but would support whatever decision the board made. Jeff Holden's concern is people not taking the time to show real interest in the positions and too many people being on the ballot. Lee Gustafson feels people show more dedication if they are required to get signatures. Arne Jonynas pointed out the reason for this is COVID, not to make it easier for people to get on the ballot.

A motion was made by Lee Gustafson to keep the 25 signature requirement to be put on the ballot to run for office. Seconded by Jeff Holden. The motion passed.

6. INCREASE TOWN CREDIT CARD LIMIT; SIGN RESOLUTION

The town and library have been using credit cards more frequently because some companies do not allow invoicing. The cards are being used for items such as the town's website, the new marketing initiative, Zoom, and more. The cards are only used when necessary and Cil requires a receipt for all purchases before payment is made. The credit limit is capped at \$4,500 currently. The maximum amount allowed by People's Bank is \$10,500 for three cards.

A motion was made by Lee Gustafson to allow Deborah Aldrich to sign the Business Card Resolution for the Town of Chester increasing the credit card limit to \$10,500. Seconded by Jeff Holden. The motion passed.

7. VT. RTE. 103 BRIDGE PROJECT; SIGN TEMPORARY RIGHT OF WAY DEED

A motion was made by Lee Gustafson to allow Julie Hance to sign the temporary Right of Way Deed concerning the Route 103 North bridge project. Seconded by Jeff Holden. The motion passed.

8. NEW BUSINESS/NEXT AGENDA

Julie Hance will get information for the board regarding the police oversight committee from Jim Carroll and VLCT. Jeff Holden is concerned a committee of civilians will not be qualified to oversee the department having no experience in law enforcement. The information will be given to the board after it is gathered, and the matter will be added to a future Agenda.

9. ADJOURN

A motion was made by Jeff Holden to adjourn. Seconded by Lee Gustafson. The meeting adjourned at 7:17 p.m.

Amie O'Brien
Secretary of the Select Board

Lee Gustafson
Clerk of the Select Board

TOWN OF CHESTER
WATER/WASTEWATER COMMISSIONERS MEETING MINUTES

December 2, 2020
Following Select Board Meeting

Meeting was held via Zoom and at the Town Hall.

PRESENT: Arne Jonynas; Lee Gustafson; Leigh Dakin; Heather Chase; Jeff Holden; Julie Hance;
Amie O'Brien

VISITORS: SapaTV

1. CITIZEN'S COMMENTS

No citizens comment.

2. 2021 WATER BUDGET

The town has two large water users, which are Drew's and the car wash. Jeff Holden explained he is trying to be sure the tanks can handle the usage if businesses continue to increase in town. There will need to be a permanent generator added to the Jeffrey Well, and chlorine meters and a chemical feed pump added to both wells.

3. 2021 SEWER BUDGET

The sewer plant will need to be upgraded in 7 or 8 years. This year, the main pump's controls which thicken the waste have been replaced. Jeff Holden is happy with his two employees and feels they maintain things well. They catch problems while they are happening to prevent further damage. He prefers to rebuild the pumps rather than replace them because the repairs will last a long time and it costs less. The surplus from the department will go into the bench account. The sewer bond will be paid off in 8 years. The plan for upgrading the plant will start in 6 years.

4. ADJOURN

A motion was made by Lee Gustafson to adjourn. Seconded by Leigh Dakin. The meeting adjourned at 8:09 p.m.

Amie O'Brien
Secretary of the Select Board

Lee Gustafson
Clerk of the Select Board