Selectboard Memo
January 2, 2025

Water Meters:
Enclosed is a spreadsheet from Ian showing the 2 different programs – AMR and AMI (cellular). Badger did agree to lower the register price a bit further. The total cost is close with an approximate difference of $8,000 between the 2 programs. The annual cost difference is approximately $4,700.

While Jeff and I will be content with whichever program you choose to proceed with, we would prefer to move forward with the AMI option. My primary reason is that Jeff will be retiring at the end of 2025. At that time, we may not need to replace the 4th position as we had run with 3 staff for many years. We filled a 4th position as a succession plan anticipating Jeff's retirement. It is my intent to try and reduce a position at that time. In addition, swapping out registers now will allow us to install while we have 4 FT positions and will reset us for 20 years.

Water and Sewer Budgets:
Enclosed are the draft water/sewer budgets. All budget numbers are in.

The health insurance line has increased as Debbie has been the carrier for her and Jeff's health insurance. With Debbie retiring, Jeff's insurance will be moved to water/sewer. I have also decreased the "admin contribution" to 2% for both water and sewer.

Old Business:
I have no Old Business updates.

Zoning Amendment:
This is on the agenda for continued discussion. A few thoughts for consideration as you are coming to your individual decisions.

1. This round of adoption is the last section of a large overhaul of the bylaws which began about 3 years ago (maybe longer);
2. A couple of items that have been discussed during this review can be reviewed separately in further detail after these bylaws are adopted. For example, at least one of those items would be best evaluated while the PC is working on the Town Plan updates. It would allow more thought and deeper research as to community impacts. I think this could be a beneficial approach to several topics discussed.
3. Each year, the PC will be evaluating the need for a maintenance update to the Bylaws. This would mitigate the difficulties that come with bylaw updates only taking place every 8 years or so and would allow necessary changes to take place sooner than later.

If you have any questions that come up, please reach out to me, Preston or Hugh and we will try to get answers before the meeting.

Draft GF Budget and Capital Budget:
Enclosed is the General Fund Budget with all numbers to date. I am awaiting final fuel numbers, but these should not change the bottom line of the 2025 budget. They will impact the 2024 final numbers.

This budget is showing a 6% increase. This produces a 0.062 cent increase ($62.00 per $100,000) on the tax rate. Changes since the last review:

- The backup boiler system for highway has been removed from the budget. We will plan to add that to the budget for 2026. If other funds become available in 2025, we will look at this sooner.
- The trailer has been removed from the Highway budget and will be paid for through a highway grant we received earlier in the year. This was a grant that provided the town with $50,000 to be used for anything highway but not for flood recovery. Another program where the State is using up their ARPA funds.
- The first ambulance payment has been removed from the budget and uses a portion of the remaining ARPA funds for this first payment.
- The 2% Admin Fee from water and sewer has been added to revenue
- Since the library stated that their increase is based on salary needs, I have increased the Library Budget 3.4% which is the COLA increase for all town employees. I have also provided some information below regarding current library salaries, as well as VLCT Compensation Survey averages.

  I was hesitant to provide this information as the Selectboard has no authority over library staff salaries and wages and we do need to be careful that the SB is not appearing to overstep. Jim has cautioned me on this several times over the years. This is established by statute. The SB sets an amount of funds to be given to the library each year to spend as they choose.

  However, since the library is asking for a 22% increase and they have stated that it is for the disparity in salaries, here is some information in case you find it helpful when determining an appropriate annual contribution amount.

Chester Staff Currently:		With 3.4% COLA
Librarian:	$1923.08 biweekly (32.05/hr)	$1,988.47 biweekly (33.14)
Childrens librarian:	$18.75	$ 19.38
Assistant:	$16.00	$ 16.54

  VLCT Compensation Survey provides the following as “averages” of contributing towns in the State:

Library Director:	$ 30.65
Youth Librarian:	$ 24.59
Assistant:	$ 17.69

The Capital Budget is enclosed as well. I am trying to finance as little as possible. Things to note:

- This budget proposes using the remaining ARPA funds for the first ambulance payment, the ambulance monitor and $52k towards communication equipment needed for ambulance/fire/highway.
- This budget proposes eliminating the $200k that has been in reserve for the sidewalks which are at least 2 years out from construction. This project will need to be reviewed to determine viability as designed.

- Instead, use a portion of the fund balance to purchase the sprinkler system for the library, the match for the tanker truck which will be ready early in the year and approx. $20k for communication equipment.
- This still leaves a fund balance of $116k.
- I am proposing to finance the truck for Facilities for 2 years. However, if the Board is willing to raise the GF a bit more, I would move this to the GF for outright purchase.

Another potential that might be available for our advantage is that the 2024 bonds were underspent by approximately $95,000. I will have to draw that balance once the 2024 dump truck has been paid. That $95k will be deposited back into the Bond Plan and can then reduce the 2025 bond payments, thereby freeing up monies to be used for other items. I will have that process and final number by your next January meeting. If it all falls together, I will be working through a recommendation, but it would be helpful to know if the board's preference is to reduce the general fund increase (potential to pay off a final payment for highway), reduce future financing (pay for steve's truck), or reduce the amount of capital fund balance we use (pay for tanker truck and communications).

Proposed for Bonding are:

- $250k for paving to be financed for 7 years
- $380k for Grader to be financed for 10 years
- $70k for the next police cruiser to be financed through a capital note, not bonds (depending on interest rates)

<u>Current Expense Note:</u>
Since we have not been refunded the majority of FEMA money, we do need to renew our Current Expense Note. The original note was $1.9 million. The renewal note is $2.5 million with a 4% interest rate. The reason for this increase is due to the amount of extra FEMA work that was identified in early 2024 that was not covered under the original CEN, as well as 406 mitigation work that FEMA has allowed us to complete. Laurie and I also agree that borrowing the $2.5 now will likely alleviate the need for a TAN in the spring, unless something happens that we are not anticipating. Reminder that I will be submitting our CEN interest as a project to FEMA.

<u>Draft Town Warning:</u>
I will send this to you separately hopefully on Monday.

Town of Chester, Vermont
2025 General Fund Budget
Draft 10.13.24

Account		2023 Actual	2024 Actual	2024 Budget	2025 Budget	Budget Notes
01-01-1 Taxes						
01-01-17-00.00	Current Taxes	9,194,264.29	3,984,521.42	3,955,063.00		removed school numbers
01-01-17-00.10	Delinquent Taxes	(329.79)	(1,269.43)	-		
01-01-17-00.20	Penalty & Interest	46,151.87	91,140.55	83,000.00	83,000.00	
01-01-17-01.00	Railroad Tax	1,034.77	1,552.16	1,000.00	1,000.00	
01-01-17-01.03	Land Use	159,315.00	170,204.00	160,000.00	170,000.00	
01-01-17-01.06	Pilot Program	12,919.45	13,326.43	12,000.00	13,000.00	
01-01-1 Taxes	**Total**	**9,413,355.59**	**4,259,475.13**	**4,211,063.00**	**267,000.00**	
01-02 Licenses, Permits & Fees						
01-02-15-00.01	Liquor License	925.00	1,410.00	1,100.00	1,100.00	
01-02-15-00.02	Fish & Game	33.00	182.50	50.00	50.00	
01-02-15-00.03	Dog Licenses	1,046.00	923.00	1,200.00	1,200.00	
01-02-15-00.04	Other Licenses	425.00	590.00	500.00	500.00	
01-02-15-00.06	Motor Vehicle Reg.	150.00	168.00	200.00	200.00	
01-02-18-00.01	Planning/Zoning	7,482.50	4,816.00	8,000.00	8,000.00	
01-02-18-00.02	Short Term Rental Fee	7,650.00	31,142.00	15,000.00	30,000.00	
Total Permits &	**, Permits & Fees Total**	**17,711.50**	**39,231.50**	**26,050.00**	**41,050.00**	**37%**
01-03 General Govt.						
01-03-15-00.11	Recording Fees	21,518.00	26,320.00	40,000.00	30,000.00	
01-03-15-00.17	911 House Numbers	34.25	718.29	50.00	50.00	
01-03-15-00.18	Clerk Fees	4,216.50	3,888.00	6,500.00	6,500.00	
01-03-15-00.19	Miscellaneous	15.45	583.55	2,500.00	2,500.00	
01-03-15-00.41	Tax Sale Admin.	2,530.00	-	2,000.00	2,000.00	
01-03-15-00.70	Solar Field Rent	6,000.00	6,000.00	6,000.00	6,000.00	
01-03-15-00.71	Insurance Refund	-	620.60	-	-	
01-03-15-01.53	Income - Interest	25,699.49	71,294.34	60,000.00	70,000.00	
	water/sewer Admin Exp.				18,800.00	2% combined
Total Government Revenue		**60,013.69**	**109,424.78**	**117,050.00**	**135,850.00**	**14%**
01-04-2 Public Safety Income						
01-04-21 Police Department						
01-04-21-01.00	Court Fees	27,172.40	90,167.31	60,000.00	70,000.00	
01-04-21-03.00	Other Income-Police	6,205.30	51,141.25	5,000.00	30,000.00	
01-04-21-05.01	PD Services - OKEMO	16,800.00	32,000.00	25,000.00	30,000.00	
01-04-21-05.02	PD Services - Other	670.00	-	40,000.00	-	
01-04-21-05.03	Payroll for Services	-	12,122.34	-	-	
01-04-21 Polic Dept. Total		**50,847.70**	**185,430.90**	**130,000.00**	**130,000.00**	**0%**
01-04-22 Fire Department						
01-04-22-03.00	Other Income-Fire	-	8,148.55	2,000.00	-	
01-04-22-02.00	Hazmat Income	15,950.40	(620.60)	-	-	
01-04-22-05.00	Andover-Fire	-	-	-	-	
01-04-22 Fire Department Total		**15,950.40**	**7,527.95**	**2,000.00**	**-**	
01-04-23 Ambulance Service						
01-04-23-01.00	Revenues-Ambulance	99,063.59	190,326.70	150,000.00	240,000.00	
01-04-23-03.00	Other Income	2,391.30	7,524.87	3,500.00		
	Transfer Income				60,000.00	
01-04-23-04.00	Training Income	200.00	8,663.00	-	10,000.00	
01-04-23 Ambulance Service Total		**101,654.89**	**206,514.57**	**153,500.00**	**310,000.00**	**50%**
01-04-26 Communication						

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Account		2023 Actual	2024 Actual	2024 Budget	2025 Budget	Budget Notes
01-04-26-01.00	Tower Rent	53,859.57	73,144.41	69,000.00	69,000.00	
01-04-26-02.00	Tower Electric	-	956.26	-		
01-04-26-05.00	Andover Dispatch Fee	-	-	-		
01-04-26 Communication Total		**53,859.57**	**74,100.67**	**69,000.00**	**69,000.00**	
01-04-27-05.00	**Andover Assessment**	**75,599.18**	**83,633.12**	**83,633.12**	**100,400.00**	
Total Public Safety Income:		**297,911.74**	**557,207.21**	**438,133.12**	**609,400.00**	
01-05-3 Public Works Income						
01-05-31 Highway						
01-05-31-11.01	Diesel/Gasoline - Ambulan	1,757.53	3,459.10	2,500.00	3,500.00	
01-05-31-11.02	Diesel/Gasoline - Fire	1,998.56	2,956.91	3,000.00	3,000.00	
01-05-31-11.03	Diesel/Gasoline - Police	13,450.23	18,491.04	15,000.00	17,000.00	
01-05-31-11.04	Diesel/Gasoline Sale:Scho	21,103.07	34,570.81	32,000.00	32,000.00	
01-05-31-11.05	Diesel/Gasoline - Sewer	1,535.46	2,509.87	2,000.00	2,000.00	
01-05-31-11.06	Diesel/Gasoline - Water	1,485.60	1,168.17	2,000.00	2,000.00	
01-05-31-12.00	Sale/Material	-	997.20	-		
01-05-31-13.00	State Aid	259,145.77	220,002.83	216,000.00	216,000.00	
01-05-31-14.00	Other Income-Highway	4,102.00	1,080.53	-		
01-05-31-15.00	Paving Grant	-	-	-		
01-05-31-16.00	Prior Year HW Surplus	-	-	80,000.00	**80,000.00**	determined once the year is complete
01-05-31 Highway Total		**304,578.22**	**285,236.46**	**352,500.00**	**355,500.00**	
Total Public Works Income		**304,578.22**	**285,236.46**	**352,500.00**	**355,500.00**	
01-07-51 Recreation						
01-07-51-00.09	Andover	4,500.00	4,500.00	4,500.00	4,500.00	
01-07-51-00.14	Fundraising	56.00	-	3,000.00	3,000.00	
01-07-51-00.23	Pool Income	2,346.00	2,460.00	-		
01-07-51-00.29	Pavillion Rental	165.00	275.00	300.00	300.00	
01-07-51-00.33	Other Income	-	-	-		
01-07-51-00.36	League Fees	675.00	1,265.00	500.00	500.00	
01-07-51-00 Recreation Total		**7,742.00**	**8,500.00**	**8,300.00**	**8,300.00**	
01-07-51-10 Seasonal Sports & Camps						
01-07-51-10.03	Start Smart Camp	-	-	-		
01-07-51-10.11	Sports for Squirts	127.50	-	150.00	150.00	
01-07-51-10.12	Baseball	2,506.00	3,680.40	2,500.00	2,500.00	
01-07-51-10.13	Black Fly Camp	1,120.00	7,322.50	1,300.00	1,300.00	
01-07-51-10.16	Fall Soccer	2,646.00	3,327.00	2,500.00	2,500.00	
01-07-51-10.18	Soccer Camps	1,556.00	465.00	1,500.00	1,500.00	
01-07-51-10.19	GM Sports Camp	45.00	-	500.00	500.00	
01-07-51-10.20	Basketball	50.00	1,345.35	1,500.00	1,500.00	
01-07-51-10.21	Girl Basketball Camp	-	-	-		
01-07-51-10.22	Boys & Girls Basketball Camp	-	160.00	-		
01-07-51-10.25	Gymnastics/Dance	-	-	600.00	600.00	
01-07-51-10.27	Volleyball	-	-	300.00	300.00	
01-07-51-10.31	Track & Field	20.00	10.00	-		
01-07-51-10.41	Baseball Camp	-	-	-		
01-07-51-10.43	Tennis Camp	-	-	100.00	100.00	
01-07-51-10.52	Wrestling	214.35	155.00	800.00	800.00	
01-07-51-10.53	Climbing Team	190.00	-	-	-	
01-07-51-10.54	Wall Climbing	100.00	-	200.00	200.00	
01-07-51-10 Sports & Camps Total		**8,574.85**	**16,465.25**	**11,950.00**	**11,950.00**	

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Account		2023 Actual	2024 Actual	2024 Budget	2025 Budget	Budget Notes
01-07-51 Recreation Total		**16,316.85**	**24,965.25**	**20,250.00**	**20,250.00**	
01-07-52 Parks & Cemeteries						
01-07-52-00.21	Sale - Lots	1,800.00	3,300.00	3,000.00	3,000.00	
01-07-52-00.22	Grave Preparation	6,200.00	5,167.00	6,000.00	6,000.00	
01-07-52-00.23	Cemetery Funds	4,180.15	26,118.32	3,500.00	3,500.00	
01-07-52-00.25	Perpetual Care	1,500.00	2,750.00	2,500.00	2,500.00	
01-07-52-00.26	Other Income	29,000.00	14,995.00	-	-	Transfer from Trustees
01-07-52-00.40	Town Hall Rental	475.00	1,675.00	500.00	500.00	
01-07-52 Parks & Cemeteries Total		**43,155.15**	**54,005.32**	**15,500.00**	**15,500.00**	
01-08-15 Other income						
01-08-15-11.00	Poor Funds	250.77	411.39	1,000.00	1,000.00	
01-08-15-12.00	Cyprus Minerals	2,180.33	3,576.82	2,000.00	3,000.00	
01-08-15-13.00	School Refund Income	1,387.73	56,682.38	30,000.00	50,000.00	
01-08-15-15.00	Other Income	4,950.00	1,890.96	-	1,500.00	
01-08-15 Other Income		**8,768.83**	**62,561.55**	**33,000.00**	**55,500.00**	
Total Revenues		**10,161,811.57**	**5,392,107.20**	**5,213,546.12**	**1,500,050.00**	
EXPENSES:						
SELECTBOARD PAYROLL						
01-10-11-10.00	Selectboard Salaries	-	8,000.00	7,500.00	7,500.00	
01-10-11-11.00	Social Security	-	573.75	573.75	573.75	
TOTAL SELECTBOARD PAYROLL		**-**	**8,573.75**	**8,073.75**	**8,073.75**	
SELECTBOARD OTHER EXPENSES						
01-10-11-21.00	Expenses	10.00	341.34	1,500.00	1,500.00	
TOTAL SELECTBOARD OTHER EXPENSES		**10.00**	**341.34**	**1,500.00**	**1,500.00**	
TOTAL SELECTBOARD EXPENSES		**10.00**	**8,915.09**	**9,573.75**	**9,573.75**	
TOWN MANAGER PAYROLL						
01-10-12-10.00	Manager Salary	72,345.18	107,635.18	92,000.00	99,500.00	
01-10-12-11.00	Social Security	5,693.83	8,496.62	7,038.00	7,611.75	
01-10-12-14.00	Medical Insurance	14,821.20	21,618.96	21,650.00	24,258.84	
01-10-12-15.00	STD, LTD, Life	72.38	474.96	358.00	836.21	
01-10-12-16.00	Retirement	6,168.03	10,314.79	7,015.00	8,581.88	
TOTAL TOWN MANAGER PAYROLL		**99,100.62**	**148,540.51**	**128,061.00**	**140,788.68**	
TOWN MANAGER OTHER EXPENSES						
01-10-12-21.00	Expenses	1,905.53	1,376.41	3,000.00	1,500.00	
01-10-12-22.00	Education/Training	1,869.00	797.30	2,000.00	1,000.00	
01-10-12-23.00	Employee Apreciation Expense	-	4,631.82	2,000.00	4,500.00	
TOTAL TOWN MANAGER OTHER EXPENSES		**3,774.53**	**6,805.53**	**7,000.00**	**7,000.00**	
TOTAL TOWN MANAGER EXPENSES		**102,875.15**	**155,346.04**	**135,061.00**	**147,788.68**	**9%**
TOWN ADMINISTRATION PAYROLL						
01-10-15-10.00	Elections Payroll	276.78	657.80	1,100.00	500.00	
01-10-15-10.01	Payroll	137,216.80	199,872.86	203,000.00	222,000.00	inc. PT finance assist
01-10-15-10.11	Treasurer	2,878.38	4,169.62	4,120.00	4,260.00	
01-10-15-11.00	Social Security	12,861.77	19,466.02	15,844.68	16,983.00	
01-10-15-13.00	Workers' Comp	-	1,353.12	-	-	
01-10-15-14.00	Medical Insurance	30,867.95	40,157.24	32,400.00	27,720.00	
01-10-15-15.00	STD, LTD, Life	1,230.62	1,086.63	1,074.00	1,777.00	

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Account		2023 Actual	2024 Actual	2024 Budget	2025 Budget	Budget Notes
01-10-15-16.00	Retirement	6,343.08	14,554.36	13,702.50	15,262.50	
TOTAL TOWN ADMINISTRATION PAYROLL		**191,675.38**	**281,317.65**	**271,241.18**	**288,502.50**	
ADMINISTRATION OTHER EXPENSES						
01-10-15-21.00	General Supplies	7,561.49	7,597.59	9,000.00	9,000.00	
01-10-15-21.01	911 House Numbers	-	0.00	-	-	
01-10-15-21.02	Elections Expense	1,184.55	1,528.96	4,000.00	1,500.00	
01-10-15-22.00	Training	1,807.14	1,454.98	3,000.00	3,000.00	
01-10-15-23.00	Equipment	21,773.19	32,982.38	27,000.00	39,000.00	postage machine, copiers, recording
01-10-15-25.00	VT State Treasurer	-	-	-	-	
01-10-15-26.00	Postage	3,502.90	6,876.10	7,500.00	7,500.00	
01-10-15-27.00	Notices	2,149.50	6,288.63	4,000.00	6,000.00	
01-10-15-27.01	Town Report	2,857.00	2,753.00	3,000.00	3,000.00	
01-10-15-34.00	Telephone	9,620.24	13,009.26	11,000.00	11,000.00	
01-10-15-37.00	Computer Service	9,801.54	10,831.35	7,000.00	5,000.00	
01-10-15-37.01	Record Restoration	85.27	90.25	1,000.00	1,000.00	
01-10-15-37.02	Website	686.50	708.20	500.00	1,000.00	
01-10-15-37.03	NEMRC Software	1,184.24	2,387.70	2,100.00	3,200.00	added cloud services
01-10-15-37.05	SAPA	-	-	2,000.00	2,000.00	
01-10-15-37.06	Municipal Music License	553.00	581.00	550.00	600.00	
01-10-15-37.07	Contracted Services	5,000.00	2,700.00	-	2,500.00	
01-10-15-40.00	VLCT	5,062.00	5,217.00	5,217.00	5,300.00	
01-10-15-55.00	Chamber of Commerce	149.00	175.00	150.00	175.00	
01-10-15-56.00	Legal	3,762.15	14,687.70	10,000.00	10,000.00	
01-10-15-57.00	Annual Audit	1,900.00	3,900.00	20,000.00	21,000.00	
01-10-15-57.01	Federal Audit	-	24,100.00	-	-	
01-10-15-82.00	TAN Interest	-	33,144.15	2,500.00	5,000.00	
01-10-15-83.00	Service Charge	3,589.60	4,965.08	4,000.00	4,000.00	
01-10-15-99.00	Unclassified	152.06	1,866.90	500.00	500.00	
TOTAL ADMINISTRATION OTHER EXPENSES		**82,381.37**	**177,845.23**	**124,017.00**	**141,275.00**	
TOTAL ADMINISTRATION EXPENSE		**274,056.75**	**459,162.88**	**395,258.18**	**429,777.50**	**8%**
Listers Payroll						
01-10-16-10.00	Salaries		41,609.80	37,000.00	70,000.00	50% of FT for full year
01-10-16-11.00	Social Security		3,150.53	2,830.50	5,355.00	
01-10-16-14.00	Health Insurance		3,590.33		8,633.04	
01-10-16-15.00	STD, LTD, Life		63.53		270.26	
01-10-16-16.00	Retirement Insurance		516.30		2,062.50	
Total Listers Payroll			**48,930.49**	**39,830.50**	**86,320.80**	
LISTERS OTHER EXPENSE						
01-10-16-21.00	General Expense	6,959.45	10,196.83	8,000.00	8,000.00	
01-10-16-22.00	Training	-	198.00	500.00	500.00	
01-10-16-22.01	Travel	-	-	500.00	500.00	
01-10-16-23.00	Equipment	-	-	1,500.00	1,500.00	
01-10-16-37.00	Computer Service	1,834.62	1,830.95	2,000.00	2,000.00	
01-10-16-37.01	NEMRC Contract Services	7,671.25	4,930.00	5,000.00	5,000.00	
01-10-16-56.00	Legal	-	0.00	500.00	500.00	
TOTAL LISTERS OTHER EXPENSE		**16,465.32**	**17,155.78**	**18,000.00**	**18,000.00**	
TOTAL LISTERS EXPENSE		**16,465.32**	**66,086.27**	**57,830.50**	**104,320.80**	**45%**
TAX EXPENSE						
01-10-17-25.00	Tax Billing	-	-	-		
01-10-17-27.00	Advertising	4,620.00	1,120.00	2,500.00	1,200.00	

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01-10-17-37.02	State Appeals Decisions	-	-	-		
01-10-17-56.01	Tax Sale Service	-	0.00	500.00	500.00	
01-10-17-63.00	Abatement/Purchase	1.18	10,889.57	-	-	
TOTAL TAX EXPENSE		**4,621.18**	**12,009.57**	**3,000.00**	**1,700.00**	
PLANNING & ZONING PAYROLL						
01-10-18-10.00	Salary	50,877.16	89,178.24	80,000.00	81,000.00	50% of hugh FT
01-10-18-10.11	DRB Salaries	-	2,500.00	2,500.00	2,500.00	
01-10-18-10.12	Planning Salaries	-	2,000.00	2,500.00	2,500.00	
01-10-18-11.00	Social Security	4,090.52	7,730.28	6,120.00	6,196.50	
01-10-18-14.00	Medical Insurance	3,543.69	9,127.35	10,700.00	15,539.50	
01-10-18-15.00	STD, LTD, Life	247.72	387.12	358.00	857.00	
01-10-18-16.00	Retirement	3,014.58	1,316.33	5,400.00	5,568.75	
TOTAL PLANNING & ZONING PAYROLL		**61,773.67**	**112,239.32**	**107,578.00**	**114,161.75**	**6%**
PLANNING & ZONING OTHER EXPENSES						
01-10-18-21.00	Enforcement	1,104.81	0.00	2,000.00	2,000.00	
01-10-18-21.01	Supplies	352.43	358.23	500.00	500.00	
01-10-18-21.02	Printing	-	467.00	-	-	
01-10-18-22.00	Travel/Training	184.00	580.75	500.00	500.00	
01-10-18-23.00	Computer	1,834.62	2,688.50	-	-	
01-10-18-27.00	Notices	3,575.25	-	3,500.00	3,500.00	
01-10-18-27.01	PC Expenses	-	-	1,000.00	1,000.00	
01-10-18-27.02	Housing Commission Expenses	-	6,500.00	2,000.00	2,000.00	
01-10-18-29.00	Short Term Rental	7,620.14	3,906.50	4,000.00	4,000.00	
01-10-18-40.01	Regional Planning Dues	3,906.50	-	4,000.00	4,207.00	
01-10-18-56.00	Legal	6,465.45	23,285.78	2,000.00	5,000.00	
TOTAL PLANNING & ZONING OTHER EXPENSES		**25,043.20**	**37,786.76**	**19,500.00**	**22,707.00**	
TOTAL PLANNING & ZONING EXPENSES		**86,816.87**	**150,026.08**	**127,078.00**	**136,868.75**	**7%**
INSURANCE EXPENSE						
01-10-19-11.00	Social Security	-	107.34	-	-	
01-10-19-12.00	Unemployment	1,729.00	2,388.00	2,800.00	2,800.00	
01-10-19-13.00	Workman's Comp	69,619.33	41,050.47	82,156.00	88,155.00	
01-10-19-14.00	Medical Ins	6,253.25	7,984.45	10,000.00	10,000.00	
01-10-19-16.00	Retirement	-	-			
01-10-19-18.00	Coinsurance	100,592.21	113,369.60	112,000.00	112,000.00	
01-10-19-19.00	Wellness Program	-	450.00	500.00	500.00	
01-10-19-50.00	Property/Liab.	80,990.00	121,044.46	127,000.00	130,485.00	
TOTAL INSURANCE EXPENSE		**259,183.79**	**286,394.32**	**334,456.00**	**343,940.00**	**3%**
01-11-21 Police Expense						
01-11-21-10	Police Payroll	-	-	-		
01-11-21-10.00	Salary	317,534.31	508,209.76	500,000.00	535,000.00	
01-11-21-10.11	Police OT	31,100.20	43,169.30	20,000.00	25,000.00	
01-11-21-10.21	PD Services - OKEMO	15,690.00	20,400.00	1,000.00	1,000.00	
01-11-21-10.22	PD Services - Other	495.00	9,552.36	1,000.00	1,000.00	
01-11-21-10.23	Payroll for Services	-	629.07	-		
01-11-21-10.26	Core Payroll	2,188.75	1,379.04	2,000.00	2,000.00	
01-11-21-11.00	Social Security	28,697.46	46,222.94	39,780.00	42,840.00	
01-11-21-13.00	Worker's Comp	-	18,445.22	-	-	
01-11-21-14.00	Medical Insurance	40,261.34	63,419.83	68,735.00	66,764.00	
01-11-21-15.00	STD, LTD, Life	1,476.18	2,277.42	2,148.00	3,965.00	
01-11-21-16.00	Retirement	26,641.45	49,653.86	38,000.00	47,437.50	
01-11-21-10 Total Police Payroll		**464,084.69**	**763,358.80**	**672,663.00**	**725,006.50**	

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01-11-21-17.00	Uniforms	5,759.06	4,076.79	5,500.00	5,500.00	
01-11-21-21.00	Supplies	6,422.81	4,458.49	8,000.00	8,000.00	
01-11-21-21.01	DARE	-	329.84	300.00	300.00	
01-11-21-22.00	Training	2,540.15	5,080.60	5,000.00	5,000.00	
01-11-21-22.01	Travel	22.00	66.46	1,000.00	1,000.00	
01-11-21-23.00	Equipment	6,231.99	13,846.16	16,000.00	19,000.00	rifles 8000, shotguns 2800, ammo 1200, 1000 outfit, 3000 vests
01-11-21-23.01	Finger Print Machine	-	2,806.00	-	3,000.00	
01-11-21-29.01	MDC	-	-	-	-	
01-11-21-29.02	Watch Guard	-	-	3,000.00	6,000.00	
01-11-21-34.00	Telephone	3,706.12	4,988.28	6,000.00	6,000.00	
01-11-21-37.00	Computer Services	11,976.76	12,109.60	22,000.00	10,000.00	
01-11-21-37.03	Contracted Services	387.30	5,480.81	200.00	5,000.00	
01-11-21-40.00	Police Association	415.00	610.00	900.00	900.00	
01-11-21-56.00	Attorney	10,681.31	2,680.60	5,000.00	5,000.00	
01-11-21-56.01	Consulting	85.00	-	-	-	
01-11-21-68.00	Vehicles-Rep. & Maint	11,296.43	12,164.33	15,000.00	15,000.00	
01-11-21-78.00	Gasoline	13,450.23	18,409.58	17,000.00	18,000.00	
01-11-21-90.00	Capital Plan Contribution	-	32,450.00	32,450.00	32,450.00	
01-11-21 Police Expense		**72,974.16**	**119,557.54**	**137,350.00**	**140,150.00**	
01-11-21 Total Police Expense		**537,058.85**	**882,916.34**	**810,013.00**	**865,156.50**	**6%**
01-11-22 Fire Department						
01-11-22-10.00	Salaries		94,257.01	107,000.00	110,000.00	
01-11-22-10.01	Hazmat/Special Detail	-	-	2,000.00		
01-11-22-11.00	Social Security	2,501.97	7,646.18	8,185.50	8,415.00	
01-11-22-13.00	Workers Comp	-	-	-	-	
01-11-22-14.00	Health Insurance		2,130.57		6,907.00	
01-11-22-17.00	Uniforms	2,487.49	11,976.56	3,750.00	3,750.00	
01-11-22-21.00	Supplies	1,061.67	2,078.76	1,750.00	1,750.00	
01-11-22-22.00	Training	6,328.68	6,896.29	8,500.00	8,000.00	
01-11-22-22.01	Physicals	-	6,270.00	3,800.00	3,500.00	
01-11-22-34.00	Phone/Ipad/Data Link	-	-	1,000.00	500.00	
01-11-22-37.00	Contract Services	237.50	2,633.53	-	3,150.00	
01-11-22-40.00	Association Dues	275.00	350.00	2,500.00	2,250.00	
01-11-22-60.00	Hydrants	160.00	-	-	-	
01-11-22-66.00	Equipment	20,194.30	26,234.18	38,000.00	38,000.00	
01-11-22-66.01	Foam Expense	-	-	2,000.00	1,500.00	
01-11-22-67.00	Radio Maintenance	4,323.34	290.00	3,000.00	-	
01-11-22-67.01	Building Maintenance	16.55	68.12	-	-	
01-11-22-67.02	Equipment Maintenance	2,643.60	10,525.82	10,500.00	10,500.00	
01-11-22-68.00	Vehicle Maintenance	11,859.65	8,813.97	10,750.00	12,500.00	
01-11-22-76.00	Capital Transfer	-	56,665.14	56,665.14	55,370.00	
01-11-22-90.00	Bond Transfer	-	-	-		
01-11-22-79.00	Gasoline/Diesel	2,007.85	2,956.91	2,000.00	2,000.00	
01-11-22 Fire Department Totals:		**54,097.60**	**239,793.04**	**261,400.64**	**268,092.00**	**2%**
01-11-23 Ambulance						
01-11-23-10.00	Salaries	89,455.97	139,010.24	120,000.00	130,000.00	
01-11-23-10.01	Ambulance Chief	43,944.19	69,653.72	65,000.00	72,000.00	
01-11-23-10.02	Ambulance Overtime	3,693.69	-	-		
	Transfer Salaries				25,000.00	
01-11-23-11.00	Social Security	10,612.17	16,238.39	14,152.50	17,365.50	

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	Transfer Social Security					
01-11-23-13.00	Worker's Comp	-	7,917.62	-		
01-11-23-14.00	Medical Insurance	3,434.00	6,835.08	3,100.00	12,086.00	
01-11-23-15.00	STD, LTD, Life	291.03	571.32	358.00	1,120.00	
01-11-23-16.00	Retirement	3,801.45	7,455.74	4,387.50	8,525.00	
01-11-23-17.00	Uniforms	389.64	2,959.90	5,000.00	5,000.00	
01-11-23-19.00	Bad Debt Expense	-	-	-	-	
01-11-23-19.01	Community Health Exp	84.00	646.00	500.00	500.00	
	Transfer Expenses				-	
01-11-23-21.00	General Exp/Supplies	8,036.91	15,773.81	14,000.00	14,000.00	
01-11-23-21.01	Medical Expense	454.96	-	-	-	
01-11-23-22.00	Training	3,067.80	9,023.23	10,000.00	10,000.00	
01-11-23-23.00	Equipment/Computer	1,834.67	1,147.38	3,000.00	3,000.00	
01-11-23-34.00	Ambulance Telephone	-	-	-	-	
01-11-23-37.00	Billing/Office Expense	1,303.09	4,511.39	5,000.00	6,000.00	
01-11-23-37.01	Intercept	9,900.00	4,250.00	10,000.00	10,000.00	
01-11-23-37.02	Medicaid Provider Tax	3,812.53	3,279.39	3,800.00	5,000.00	
01-11-23-50.03	Contract Services	5,128.57	10,738.80	10,000.00	10,000.00	
01-11-23-66.00	Equipment	2,793.73	17,773.82	15,000.00	15,000.00	
01-11-23-67.00	Building Maintenance	75.98	36.99	-	-	
01-11-23-68.00	Vehicle Maintenance	11,318.44	9,010.89	10,000.00	2,500.00	
	Transfer Vehicle Maintenance				10,000.00	
	Capital Plan Transfer				-	
01-11-23-78.00	Fuel	1,757.53	3,583.46	2,500.00	2,000.00	
	Transfer Fuel				3,000.00	
01-11-23 Ambulance Totals		**205,190.35**	**330,417.17**	**295,798.00**	**362,096.50**	**18%**
01-11-26 Communications						
01-11-26-10.00	Dispatching	22,221.99	33,265.90	35,000.00	35,000.00	
01-11-26-34.01	Telephone	2,581.13	3,454.64	3,000.00	3,000.00	
01-11-26-34.02	Cellular Phones	12,605.03	16,018.69	15,000.00	16,000.00	
01-11-26-34.03	Computer/IT Services	-	25,992.09	52,000.00	54,000.00	
01-11-26-67.00	Radio Maintenance	1,708.50	842.23	2,000.00	10,000.00	may need to add $8500 for FD radio
01-11-26 Communication Totals		**39,116.65**	**79,573.55**	**107,000.00**	**118,000.00**	**9%**
01-11-27 Town Constable						
01-11-27-22.00	Constable Training	-	-	20.00	20.00	
01-11-27 Town Constable Totals		**-**	**-**	**20.00**	20.00	
01-12-3 Public Works						
01-12-31 Highway						
01-12-31-10.11	Salary & Hourly	294,617.09	534,451.75	533,000.00	560,000.00	
01-12-31-10.12	Highway Overtime	39,515.29	53,880.71	40,000.00	40,000.00	
01-12-31-11.00	Social Security	25,508.67	45,450.33	43,834.50	45,900.00	
01-12-31-13.00	Worker's Comp	-	20,444.04	-		
01-12-31-14.00	Medical Insurance	98,815.40	148,819.64	147,294.00	165,280.00	
01-12-31-15.00	STD, LTD, Life	2,607.34	3,333.71	3,222.00	4,500.00	
01-12-31-16.00	Retirement	28,380.96	40,458.82	38,677.50	38,500.00	
01-12-31-17.00	Uniforms	6,371.50	11,790.02	10,000.00	11,000.00	
01-12-31-21.00	Supplies	6,751.17	9,761.55	10,000.00	10,000.00	
01-12-31-21.01	Road Sign Replacement	902.56	2,267.11	3,000.00	2,500.00	
01-12-31-22.00	Training/CDL Reimb.	782.00	216.00	1,000.00	1,000.00	
01-12-31-30.01	Garage Utilities	3,792.91	4,474.53	6,000.00	6,000.00	
01-12-31-30.02	Street Lights	19,997.21	25,690.92	25,000.00	25,000.00	
01-12-31-31.00	Garage Water-Sewer	2,247.30	3,751.79	2,500.00	4,000.00	

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01-12-31-34.00	Telephone	1,369.28	1,831.83	2,000.00	2,000.00	
01-12-31-37.01	Contract Service	6,320.00	11,117.50	10,000.00	10,000.00	trees, street sweeping
01-12-31-37.02	Mowing	1,354.44	-	3,500.00	3,000.00	
01-12-31-58-00	Gravel Pit Installation	-	-	-		
01-12-31-37.03	ComputerService	917.28	290.51	-		
01-12-31-56-01	Act 250/Extraction Start	-	-	-		
01-12-31-60.00	Culverts	10,379.60	10,330.74	13,000.00	13,500.00	
01-12-31-66.01	Tools/Equipment	4,207.04	3,335.57	5,000.00	5,000.00	
01-12-31-66.02	Equipment	11,985.05	12,005.96	15,000.00	15,000.00	
01-12-31-66.03	Chains & Blades	13,710.89	24,623.73	20,000.00	20,000.00	
01-12-31-67.00	Communications	-	1,840.50	1,000.00	1,000.00	
01-12-31-68.00	Vehicle Maintenance	95,938.97	101,614.57	85,000.00	100,000.00	Tires, Excavator, mower head
01-12-31-69.00	Garage Maint.	6,163.55	4,233.92	7,500.00	5,000.00	
01-12-31-70.01	Gravel	44,546.40	79,061.38	50,000.00	30,000.00	mud season
01-12-31-70.03	Rip Rap	4,560.00	4,606.00	8,000.00	6,000.00	
01-12-31-71.00	Salt	50,050.73	44,053.72	60,000.00	50,000.00	
01-12-31-72.00	Sand	-	26,400.00	65,000.00	35,000.00	4000 yards crushed
01-12-31-73.00	Calcium Chloride	4,838.00	9,440.00	8,000.00	10,000.00	
01-12-31-74.01	Bond Plan Transfer-Paving	-	198,667.47	198,667.47	311,188.36	
01-12-31-74.02	Hot Mix	624.68	2,371.09	4,000.00	6,000.00	
01-12-31-75.00	General Road Permits	2,300.00	1,800.00	2,500.00	2,500.00	
01-12-31-76.00	Capital Plan Transfer Sid	-	160,969.28	160,969.28	167,281.50	
01-12-31-77.00	Bridge Material	11,281.07	16,974.22	40,000.00	30,000.00	Colburn, Kingsbury
01-12-31-79.00	Diesel/Gas	139,111.99	145,243.88	120,000.00	120,000.00	
01-12-31-80.00	Truck Replacement	-	-	-	-	
01-31-31-81.00	Paving	-	-	-	-	
01-12-31 Highway Total		**939,948.37**	**1,765,602.79**	**1,742,664.75**	**1,856,149.86**	
Highway Total Expenses		**939,948.37**	**1,765,602.79**	**1,742,664.75**	**1,856,149.86**	
Highway Total Revenue		**304,578.22**	**285,236.46**	**352,500.00**	**355,500.00**	
Net Highway Budget to be raised:				**1,390,164.75**	**1,500,649.86**	**7%**
01-12-32 Solid Waste						
01-12-32-37.02	Transfer Station	35,000.00	35,000.00	35,000.00	35,000.00	
01-12-32-95.00	Green Up Day	1,014.40	1,027.75	1,000.00	1,000.00	
01-12-32 Solid Waste Total		**36,014.40**	**36,027.75**	**36,000.00**	**36,000.00**	
01-13-41 Health & Welfare						
01-13-41-10.00	Health Officer Salary	200.00	-	-	-	
01-13-41-11.00	Social Security	14.87	-	-	-	
01-13-41-22-00	Training	-	-	-	-	
01-13/41-55.00	Animal Care		565.00			
01-13-41-56.00	Legal	765.00	-	1,000.00	1,000.00	
01-13-41 Health & Welfare Totals		**979.87**	**565.00**	**1,000.00**	**1,000.00**	
01-14-51 Recreation						
01-14-51-10.00	Rec. Payroll	50,580.12	73,428.44	71,400.00	74,000.00	
01-14-51-10.01	Lifeguard Payroll	13,918.51	13,636.38	19,000.00	19,000.00	
01-14-51-11.00	Social Security	4,839.76	6,613.49	5,462.10	5,661.00	
0114-51-13-00	Worker's Comp	-	362.47	-		
01-14-51-14.00	Medical Insurance	14,821.20	21,618.96	21,619.00	21,619.00	
01-14-51-15.00	STD, LTD, Life	330.70	434.52	358.00	628.00	
01-14-51-16.00	Retirement	3,326.95	5,003.08	4,819.50	4,995.00	
01-14-51-19.00	Misc Employee Expense	-	226.68	-		
01-14-51-21.03	Sports for Squirts	-	-	100.00	100.00	
04-14-51-21.01	Babe Ruth Baseball	-	-	-		

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01-14-51-21.04	League Fee Expense	605.00	1,051.76	500.00	500.00	
01-14-51-21.05	Fall Flag Football	25.79	-	-		
01-14-51-21.06	GM Sports Camp	-	-	300.00	300.00	
01-14-51-21.08	Golf	-	350.00	-		
01-14-51-21.09	Dance Camp	-	-	200.00	200.00	
01-14-51-21.12	Black Fly Camp	880.00	4,119.82	800.00	800.00	
01-14-51-21.13	Baseball	2,343.94	4,108.10	2,000.00	2,000.00	
01-14-51-21.14	Softball	85.00	-	-	-	
01-14-51-21.15	Tennis	67.94	-	-	-	
01-14-51-21.16	Fall Soccer	1,097.40	1,618.81	1,200.00	1,200.00	
01-14-51-21.18	Soccer Camps	1,250.00	500.00	800.00	800.00	
01-14-51-21.20	Basketball	1,351.78	1,666.39	1,000.00	1,000.00	
01-14-51-21.23	Wall Climbing Camp	200.00	-	400.00	400.00	
01-14-51-21.24	Winter Carnival	3,140.00	1,489.27	3,500.00	3,500.00	
01-14-51-21.26	Dance/Ballet	-	-	-		
01-14-51-21.27	Volleyball	-	-	200.00	200.00	
01-14-51-21.28	Wrestling	197.23	59.99	800.00	800.00	
01-14-51-66.00	Equipment	74.39	-	-		
01-14-51 Recreation Total		**99,061.32**	**136,288.16**	**134,458.60**	**137,703.00**	**2%**
01-14-52 Parks & Cemeteries						
01-14-52-10.00	Salary	33,499.98	42,678.19	48,500.00	48,627.00	
01-14-52-11.00	Social Security	2,523.43	3,130.29	3,710.25	3,719.97	
01-14-52-14.00	Medical Insurance	9,574.40	12,732.87	14,656.00	16,446.50	
01-14-52-15.00	STD, LTD, Life	204.36	243.36	358.00	900.00	
01-14-52-16.00	Retirement	3,063.77	2,766.26	3,273.75	3,343.11	
01-14-52-17.00	Uniforms	1,053.54	-	1,200.00	1,200.00	
01-14-52-21.00	Supplies	1,010.66	2,049.47	1,500.00	2,500.00	
01-14-52-30.00	Power on the Green	434.87	509.56	450.00	450.00	
01-14-52-31.00	Water	368.00	572.00	600.00	600.00	
01-14-52-37.01	Contract Labor	540.00	19,360.80	1,000.00	1,000.00	
01-14-52-37.02	Trees	-	8,000.00	8,000.00	8,000.00	
01-14-52-37.03	Perpetual Care	-	-	-	-	
01-14-52-55.00	Survey	1,850.00	-	1,000.00	-	
01-14-52-60.00	Cemetery Fence	-	-	-	-	
01-14-52-66.00	Equipment	286.38	16,570.13	1,500.00	3,500.00	
01-14-52-69.00	Cemetery Shed	5,182.29	1,074.49	-	-	
01-14-52-95.01	Memorial Day	728.88	663.34	750.00	700.00	
01-14-52-90-00	Capital/Bond Plan	-	-	-	-	
01-14-52-99.00	Miscellaneous	525.00	-	-	-	
01-14-52 Parks & Cemeteries Total		**60,845.56**	**110,350.76**	**86,498.00**	**90,986.57**	**5%**
01-14-55 Library						
01-14-55-21.00	Library Expenses	881.50	-	1,000.00	1,000.00	
01-14-55-30.00	Utilities	3,395.89	5,005.02	4,000.00	4,000.00	
01-14-55-31.00	Water/Sewer	533.48	807.19	1,000.00	1,000.00	
01-14-55-32.00	Fuel	2,509.82	3,176.81	3,500.00	3,500.00	
01-14-55-69.00	Repairs/Maint.	15,541.37	18,853.69	5,000.00	12,000.00	knox box 500, painting outside 7k,
01-14-55-90.00	Library Fund	-	101,000.00	101,000.00	105,000.00	inc. 3.4% + FICA - same as town staff
01-14-55 Library Total		**22,862.06**	**128,842.71**	**115,500.00**	**126,500.00**	**9%**
01-14-56 Town Hall						
01-14-56-21.00	Supplies	2,045.97	2,711.96	3,000.00	3,000.00	
01-14-56-30.00	Utilities	3,951.22	6,327.31	6,000.00	6,000.00	
01-14-56-31.00	Water/Sewer	563.68	890.59	800.00	800.00	

Town of Chester, Vermont
2025 General Fund Budget
Draft 10.13.24

Account		2023 Actual	2024 Actual	2024 Budget	2025 Budget	Budget Notes
01-14-56-32.00	Fuel	2,557.99	4,386.20	3,500.00	3,500.00	
01-14-56-37.01	Cleaning Service	6,488.00	6,760.00	7,950.00	7,950.00	
01-14-56-37.02	Rubbish	4,825.09	5,807.91	6,000.00	6,000.00	
01-14-56-69.00	Repairs/Maint.	5,831.99	11,787.44	10,000.00	10,500.00	
01-14-56-69.01	Renovations	-	5,787.28	2,000.00	2,000.00	
01-14-56 Town Hall Total		**26,263.94**	**44,458.69**	**39,250.00**	**39,750.00**	**1%**
01-14-57 Revitalization						
01-14-57-69.01	Website Maintenance	-	485.19	500.00	500.00	
01-14-57-69.02	Historic Facility Mainten	697.83	129.02	30,000.00	25,000.00	18k painting cupola at academy
01-14-57-69.03	Misc Maintenance	75.11	1,352.87	4,000.00	6,000.00	knox box, tree pruning
01-14-57-69.04	Landscaping	1,400.00	-	1,400.00	1,400.00	
01-14-57-69.05	Info Booth Expense	3,857.95	5,271.22	4,000.00	5,000.00	
01-14-57-69.06	Spring. Reg. Dev. Corp.	-	10,000.00	10,000.00	10,000.00	
01-14-57-69.07	Marketing Exp	-	1,391.00	5,000.00	5,000.00	
01-14-57-69.08	Chester Events	1,998.92	1,500.00	4,000.00	4,000.00	
01-14-57 Revitalization Total		**8,029.81**	**20,129.30**	**58,900.00**	**56,900.00**	**-4%**
01-14-58 Recreation Facilities						
01-14-58-13.00	Worker's Comp	-		-	-	
01-14-58-21.01	Supplies	2,414.92	8,190.37	3,500.00	3,500.00	
01-14-58-21.02	Food Supplies	-	-	200.00	-	
01-14-58-22.00	Lifeguard Exp	975.50	565.00	1,000.00	500.00	
01-14-58-23.00	Equipment Purchase	290.00	-	500.00	500.00	
01-14-58-29.00	Computer	917.28	290.51	-	-	
01-14-58-30.00	Utilities	4,317.29	4,637.46	4,500.00	4,500.00	
01-14-58-31.00	Water/Sewer	1,087.70	2,447.94	1,200.00	2,500.00	
01-14-58-34.00	Telephone	1,039.82	1,394.07	1,500.00	1,500.00	
01-14-58-60.00	Pool Maintenance	4,695.70	4,433.49	2,000.00	5,000.00	baby pool
01-14-58-66.00	Pool Improvement		2,684.44	-	-	
01-14-58-68.01	Vehicle Expense	2,630.74	3,599.96	4,000.00	4,000.00	
01-14-58-69.00	Facility Repair	6,936.80	238.20	10,000.00	13,700.00	pickle fencing 8k, field 2200, skate 3500
01-14-58-69.01	Skating Rink Maintenance	1,022.49	494.98	300.00	17,000.00	
01-14-58-69.02	Disc Golf	656.25	725.00	700.00	700.00	
01-14-58-69.03	Tennis Court	17.68	-	-	-	
01-14-58-70.00	Batting Cage	-	-	-	-	
01-14-58-76.00	Capital/Bond Plan	-	-	-	-	
01-14-58 Recreation Facilities Total		**27,002.17**	**29,701.42**	**29,400.00**	**53,400.00**	**45%**
01-14-59 Emergency Services Building						
01-14-59-21.00	Supplies	1,622.02	3,273.12	2,000.00	2,000.00	
01-14-59-30.00	Utilities	12,433.52	18,213.05	13,000.00	17,000.00	
01-14-59-31.00	Water/Sewer	593.40	764.78	1,000.00	1,000.00	
01-14-59-32.00	Fuel	5,619.74	6,635.57	8,000.00	7,000.00	
01-14-59-37.01	Cleaning Service	1,485.00	560.00	1,800.00	500.00	
01-14-59-33.00	Catalis notification System		3,500.00		3,500.00	
01-14-59-69.00	Repairs & Maintenance	5,178.46	4,758.10	5,500.00	4,500.00	ceiling fans, CO sensors, EOC cabling
01-14-59-69.01	Grounds Maintenance	182.95	43.96	8,000.00	5,000.00	
01-14-59-69.02	Initial Start Up Expense	-	1,850.00	-	-	
01-14-59 Emergency Services Building Total		**27,115.09**	**39,598.58**	**39,300.00**	**40,500.00**	**3%**
01-14-60 Facilities Director						
01-14-60-10.00	Salary	38,500.62	57,462.75	56,000.00	63,000.00	
01-14-60-11.00	Social Security	2,910.84	4,394.41	4,284.00	4,819.50	
01-14-60-14.00	Medical Insurance	10,548.90	15,387.44	15,400.00	17,266.00	

Town of Chester, Vermont
2025 General Fund Budget
Draft 10.13.24

Account		2023 Actual	2024 Actual	2024 Budget	2025 Budget	Budget Notes
01-14-60-15.00	STD, LTD, Life	496.19	363.00	358.00	554.00	
01-14-60-16.00	Retirement	2,992.82	4,223.77	3,780.00	4,331.25	
01-14-60-17.00	Uniforms	218.58	573.29	500.00	500.00	
01-14-60-21.00	Supplies	36.99	-	3,000.00	1,500.00	
	Equipment				3,000.00	Snowblower
01-14-60-68.00	Vehicle Maintenance	3,141.82	1,720.35	4,000.00	4,000.00	
01-14-60 Facilities Director Total		**58,846.76**	**84,125.01**	**87,322.00**	**98,970.75**	**12%**
01-16-75 Other Govt. Expenditures						
01-16-75-41.00	County Tax	13,719.31	23,547.62	27,500.00	27,500.00	
01-16-75 Other Govt. Expenditures Total		**13,719.31**	**23,547.62**	**27,500.00**	**27,500.00**	
01-17-80 Transfer Accounts						
01-17-80-40.00	CTSD Assessment	255,556.38	-	-	-	
01-17-80-90.00	Transfer - Capital/Bond	-	259,984.41	259,984.41	345,342.81	
01-17-80-90.01	Transfer - Grant Fund	-	40,000.00	40,000.00	40,000.00	
01-17-80-90.02	Transfer - Reserve Fund	-	-	-	-	
01-17-80 Transfer Accounts Total		**255,556.38**	**299,984.41**	**299,984.41**	**385,342.81**	
Total Expenditures		**3,155,737.55**	**5,389,862.55**	**5,234,266.83**	**5,738,037.47**	
Less school expense		**255,556.38**				
Other Revenue (less taxes Line 7)		**967,547.28**	**1,407,585.78**	**1,258,483.12**	**1,500,050.00**	
Net Budget to be voted at Town Meeting:				**3,975,783.71**	**4,237,987.47**	6%
					262,203.76	
01-18-81 Voted Articles						
01-18-81-95.21	Visiting Nurses	-	13,807.00	13,807.00	13,807.00	
01-18-81-95.22	Health Care & Rehab	-	3,044.00	3,044.00	3,044.00	
01-18-81-95.23	Council on Aging	-	1,200.00	1,200.00	1,200.00	
01-18-81-95.25	CT River Transit	-	2,250.00	2,250.00	2,250.00	
01-18-81-95.26	Meals & Wheels	-	4,000.00	4,000.00	4,000.00	
01-18-81-95.27	Family Center	-	3,000.00	3,000.00	3,000.00	
01-18-81-95.28	RSVP	-	400.00	400.00	400.00	
01-18-81-95.32	Windsor County Partner	-	800.00	800.00	800.00	
01-18-81-95.34	SEVCA	-	3,040.00	3,040.00	3,040.00	
01-18-81-95.36	Women's Freedom Center	-	900.00	900.00	900.00	
01-18-81-95.37	Chester Fireworks	-	-	-	-	
01-18-81-95.87	Community Cares	-	1,800.00	1,800.00	1,800.00	
01-18-81-95.90	Neighborhood Connections	-	1,500.00	1,500.00	1,500.00	
01-18-81-95.91	Mountain Town Connector	-	4,070.00	4,070.00	4,070.00	
01-18-81 Voted Articles Total		**-**	**39,811.00**	**39,811.00**	**39,811.00**	
Total Expenditures		**2,803,187.88**	**5,429,673.55**	**5,271,077.83**	**5,776,148.47**	
Net Fund Balance		**7,358,623.69**	**(37,566.35)**	**(57,531.71)**	**(4,276,098.47)**	

2025 Capital/Bond Debt Repayment Plan

Revenue	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Ending Balance previous year	$ 285,193.00	$ 234,898.50	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ -	$ -	$ -	$ -
Highway (current expenses)	$ 359,636.75	$ 478,469.86	$ 465,006.82	$ 395,760.06	$ 340,947.98	$ 262,789.99	$ 180,032.84	$ 166,986.88	$ 74,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ -
Highway (proposed expenses)													
Highway (rev. sidewalks)													
Fire Department (current expen	$ 56,665.14	$ 55,369.03	$ 57,860.00	$ 56,400.00	$ 54,875.00	$ 53,300.00	$ 51,670.00	$ -	$ -	$ -	$ -	$ -	$ -
Fire Departmetn (proposed exp	$ -												
Police Department (current exp	$ 32,450.00	$ 32,450.00	$ 32,450.00	$ 32,450.00									
Police Department (proposed items)			$ 17,500.00	$ 17,500.00	$ 17,500.00	$ 17,500.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Ambulance (Current expenses)			$ 45,322.56	$ 44,175.60	$ 43,028.66	$ 41,881.70	$ 40,734.76	$ 39,587.80	$ 38,440.86	$ 37,293.90	$ 36,146.96	$ -	$ -
Ambulance (Proposed expenses)													
Facilities (Proposed expenses)			$ 17,500.00	$ 17,500.00									
Other (current expenses)	$ 259,984.41	$ 345,342.81	$ 342,236.10	$ 337,351.06	$ 333,914.12	$ 329,806.36	$ 325,232.70	$ 320,195.10	$ -	$ -	$ -	$ -	$ -
Other (proposed expenses)		$ -											
From ARPA towards EMS Gond	$ 88,000.00	$ 157,780.53											
Total Revenue	**$ 1,081,929.30**	**$ 1,304,310.73**	**$ 1,094,085.01**	**$ 1,017,346.25**	**$ 906,475.29**	**$ 821,487.58**	**$ 713,879.83**	**$ 642,979.31**	**$ 228,650.39**	**$ 75,293.90**	**$ 74,146.96**	**$ 38,000.00**	**$ -**

Current Expenses - Capital Plan:

2020 Palmer Bridge - 96000/4 yrs,	$ 24,669.50	* last pmt from fund	balance										
2020 Dump Truck - 140,000/5 yrs,	$ 29,484.00	$ 28,742.00											
2020 Backhoe - 110,000/10 yrs/ 3	$ 13,387.00	$ 13,046.00	$ 12,705.00	$ 12,364.00	$ 12,023.00	$ 11,682.00	$ 11,341.00						
2020 Paving - 100,000/4 yrs/2.5%	$ 25,625.00	* last pmt from fund	balance										
2021 Dump Truck - 130,000/5 yrs	$ 28,098.28	$ 27,755.00	$ 26,888.26										
2021 Depot Street Sidewalk 200,000				*removed from fund bal. Will finance when project develops									
2022 Pickup Trucks - 85000/4yrs	$ 21,250.00	$ 22,737.50	$ 22,737.50										
2022 Paving & Popple Dungeon - 2	$ 30,000.00	$ 36,375.00	$ 36,375.00	$ 36,375.00	$ 36,375.00	$ 36,375.00							
2022 & 2023 Cruisers - 129,800/4	$ 32,450.00	$ 32,450.00	$ 32,450.00	$ 32,450.00									
2023 Highway Dump Truck 155,0(	$ 38,750.00	$ 38,626.00	$ 38,626.00	$ 38,626.00	$ 38,626.00								
Fire Truck - Tanker -		$ 37,000.00	*fund balance, previously budgeted										

Proposed Expenses - Capital Plan:

Ambulance Monitor		$ 59,000.00	* Using ARPA funds to make payment										
Library Sprinkler System		$ 60,000.00	* Using Fund Balance to pay										
Communications Equipment/highway & Public safety		$ 74,000.00	* Using ARPA funds to pay $52k, rest is fund balance										
Facilities Truck $35k 2 year			$ 17,500.00	$ 17,500.00									
Police Cruiser - $70k - 4 year			$ 17,500.00	$ 17,500.00	$ 17,500.00	$ 17,500.00							

Current Expenses - Bond Plan:

2017 (920,000) Fire	$ 56,665.14	$ 55,369.03	$ 57,860.00	$ 56,400.00	$ 54,875.00	$ 53,300.00	$ 51,670.00						
Highway - equipment													
highway - Const. projects	$ 53,403.76	$ 52,158.48											
2018 (669,000) Highway - Equipm	$ 54,420.99	$ 53,296.90	$ 52,073.20										
Other - Parklet	$ 5,707.94	$ 5,597.74	$ 5,477.77										
Other - Town Hall	$ 47,029.87	$ 46,060.07	$ 45,001.33	$ 47,593.20	$ 46,279.44	$ 44,884.08	$ 43,537.68	$ 42,174.96					
2019 (300,000) Highway - Paving	$ 53,407.00	$ 52,657.00	$ 51,867.00	$ 51,037.00									
2020 (4,777,194) EMS Building - c	$ 295,246.60	$ 293,685.00	$ 291,757.00	$ 289,757.86	$ 287,634.68	$ 284,922.28	$ 281,695.02	$ 278,020.14					
2021 (250,000) Highway - Paving	$ 37,435.72	$ 37,178.58	$ 36,878.58	$ 36,542.88	$ 36,149.92								
2024 Paving Bond & GMT Bridge		$ 66,206.60	$ 64,503.64	$ 62,800.70	$ 61,097.74	$ 59,394.80	$ 57,691.84	$ 55,986.88					
2024 Dump Truck & Chipper 215,000/5 years		$ 49,690.80	$ 48,352.64	$ 47,014.48	$ 45,676.32	$ 44,338.19							
Ambulance - 350,000/10 years		$ 46,469.50	$ 45,322.56	$ 44,175.60	$ 43,028.66	$ 41,881.70	$ 40,734.76	$ 39,587.80	$ 38,440.86	$ 37,293.90	$ 36,146.96		
		* Using ARPA funds to make payment											

Proposed Expense - Bond Plan -

Paving - $250k - 7years			$ 36,000.00	$ 36,000.00	$ 36,000.00	$ 36,000.00	$ 36,000.00	$ 36,000.00	$ 36,000.00				
Dump Truck - $185k - 5 years				$ 37,000.00	$ 37,000.00	$ 37,000.00	$ 37,000.00	$ 37,000.00					
Grader - 380k/10 years			$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00	$ 38,000.00

Total Expenses:	**$ 847,030.80**	**$ 1,188,101.20**	**$ 977,875.48**	**$ 901,136.72**	**$ 790,265.76**	**$ 705,278.05**	**$ 597,670.30**	**$ 526,769.78**					
Carry Forward/Fund Balance	$ 234,898.50	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53	$ 116,209.53					

Note 1 of 1

$2,500,000

TOWN OF CHESTER
CURRENT EXPENSE NOTE

Town of Chester, Vermont

January 2, 2025

On January 1, 2026, for value received, the Town of Chester promises to pay to M&T BANK, or order, the principal sum of:

TWO MILLION FIVE HUNDRED THOUSAND DOLLARS
($2,500,000.00)

so much thereof as may be advanced hereunder, with interest at the rate of 4.00% per annum, calculated on a 30/360-day basis from the date of original delivery of this note, with principal and interest payable in lawful money of the United States at the Main Office of M&T BANK, in the City of Buffalo, New York. Principal and interest may be prepaid in whole or in part prior to the above maturity date.

This Note is issued to defray the cost of current expenses accrued or incurred in the delivery of governmental services and functions, pursuant to a resolution adopted by the legislative body of the Issuer at a meeting thereof duly noticed, called and held January 2, 2025.

It is hereby certified and recited that all acts, conditions and things required to be done precedent to and in the issuance of this Note have been done, have happened, and have been performed in regular and due form as required by law and that the full faith and credit of the Issuer are hereby irrevocably pledged for the payment of this Note.

January 2, 2025

TOWN OF CHESTER

_____

_____

_____

_____

_____
Treasurer

_____
Selectboard or a Majority Thereof

TOWN OF CHESTER
RESOLUTION
CURRENT EXPENSE BORROWING

WHEREAS, the Selectboard is authorized and empowered to borrow money on the credit of the Town of Chester to defray the cost of paying current expenses incurred and accrued for the delivery of governmental services and functions; and

WHEREAS, it is hereby found and determined that in order to carry out the responsibilities placed upon the Selectboard by law, it is necessary and expedient for the Town of Chester to meet current expenses; and

WHEREAS, the Town of Chester has been and is now providing essential governmental services and funds are needed to meet expenses relating to the delivery thereof; and

WHEREAS, current funds are not available to pay in full incurred and accrued current expenses and it is necessary for the Selectboard to borrow money on the credit of the Town of Chester for such purpose; and

WHEREAS, in order to have funds available to meet current expenses as aforesaid, the Selectboard has arranged to borrow $2,500,000 from M&T BANK, with such borrowing evidenced by a single Current Expense Note (the "Note").

THEREFORE, BE IT RESOLVED, that the Selectboard and the Treasurer proceed forthwith to complete said transaction and issue said evidence of indebtedness to cover the same; and

BE IT FURTHER RESOLVED, that said evidence of debt when issued and delivered pursuant to this Resolution shall be a valid and binding general obligation of the Town of Chester, payable according to the terms and tenor thereof from unlimited ad valorem taxes duly assessed on the grand list of taxable property in said Town of Chester, as established by law; and

BE IT FURTHER RESOLVED, that all acts and things heretofore done by the lawfully constituted officers of the Town of Chester and its Selectboard in, about, or concerning the expenditure of proceeds of the Note evidencing the borrowing and the issuance thereof are hereby ratified and confirmed; and

We, the undersigned Selectboard and Treasurer, hereby certify that we as such officers have signed the Note, numbered 1, dated January 2, 2025, and due January 1, 2026, with an interest rate of 4.00%, payable as therein set forth and further certify that the Note is issued under and pursuant to this Resolution adopted at a duly noticed and warned meeting of the Selectboard of the Town of Chester held on January 2, 2025.

We the said Selectobard and Treasurer of the Town of Chester, hereby certify that we are the duly chosen, qualified and acting officers as undersigned, that the Note is issued pursuant to authority, that no proceeding relating thereto has been taken other than as shown in the foregoing recital, that no such authority or action has been amended or repealed, and that there is no litigation threatened or pending in any state or federal court of competent jurisdiction seeking to enjoin either the issuance of the Note or the expenditures being financed by the proceeds of the same.

We also certify that there has been full and timely compliance with all public procurement,

solicitation and bidding laws, ordinances and regulations with respect to each of the transactions embodied in this Resolution

We certify also that no litigation is pending or threatened affecting the validity of the Note or the apportionment and assessment of taxes if necessary, to pay the same when due, that neither the corporate existence nor the boundaries of the Town of Chester, nor the title of any of us to our respective offices is being questioned or contested.

Further, we hereby certify to and covenant with M&T BANK, its successors and assigns, including specifically the transferees, assigns, holders and owners of the Current Expense Note that:

1. The aggregate principal amount of the Note does not exceed the maximum cumulative cash flow deficit of the Town of Chester for the term of the Note from date of issue to and including date of maturity, as computed under Sections 148 (f)(4)(B)(iii) of the Internal Revenue Code of 1986, and the Regulations promulgated thereunder.

2. No proceeds of the Note (including investment proceeds thereof) will be used (directly or indirectly) in any trade or business carried on by any person other than the Town of Chester nor used to make or finance loans to any person.

3. During the current calendar year, the Town of Chester will not issue debt of any sort aggregating $10,000,000.00 or more.

4. The Town of Chester will file when and as required with the Treasury Department or Internal Revenue Service information returns relating to the issuance of the Note and all other obligations of the Town of Chester.

5. The Town of Chester will comply with, perform, maintain and keep each and every covenant, representation, certification and undertaking in the accompanying Tax Certificate, execution and delivery of which is hereby authorized.

January 2, 2025

TOWN OF CHESTER

_____
Treasurer

_____

_____

ATTEST:

_____

_____
Clerk

_____
Selectboard or a Majority Thereof

TOWN OF CHESTER
TAX CERTIFICATE
CURRENT EXPENSE BORROWING

We the Treasurer and at least a majority of the Selectboard of the Town of Chester, Vermont (the "Issuer"), hereby certify and represent as follows with respect to the aggregate $2,500,000 Current Expense Note of the Issuer (the "Note"), which Note is dated January 2, 2025, and is payable as therein set forth:

1. The Issuer is issuing and delivering the Note simultaneously with the delivery of this Certificate.

2. We are the officers of the Issuer charged by law with the responsibility for issuing the Note.

3. The Note is being issued for the purpose of paying certain current expenses required by law to be made, which expenditures shall be made in a timely fashion.

4. The entire amount borrowed by the issuance of the Note, together with all of such, if any, amounts previously raised or borrowed for the same purpose, does not exceed the total costs of such current expenses less all other funds available for the purpose, and all of the proceeds of the Note have been or are expected to be needed and expended for such current expenses within six (6) months from the date of the first borrowing for these expenses.

5. The Note is not being issued to a refund note previously issued for the same purpose described in paragraph (3).

6. Any real and personal property, acquisition of which has been financed by the Note has not been and is not expected during the life of the Note to be sold or otherwise disposed of for consideration.

7. It is expected that any earnings or net profit derived from investment or deposit of the proceeds of the Note, including transferred proceeds, any accrued interest received upon sale of the Note and any premium received on the delivery thereof, will be expended for current expense payment purposes within the period stated in paragraph (4) above to the extent such funds are not commingled for accounting purposes in the general funds of the Issuer with tax and other substantial operating revenues.

8. The Issuer has not created and does not expect to create or establish any debt service fund, bond payment reserve, sinking fund, or other similar fund pledged to the payment of the Note or from which it is expected that payment of the Note would be made.

9. To the best of our knowledge, information and belief, the above expectations are reasonable.

10. The Issuer has not been notified of any action by the Commissioner of Internal Revenue to disqualify it as an issuer whose arbitrage certificates may be relied upon.

11. No part of the proceeds derived from the issuance and sale of the Note nor the expenditures financed by the proceeds of the Note shall be:

a. Used, loaned or otherwise made available to any person or other entity, other than the

Issuer or a governmental body, so as to cause the Note to be classified as a private activity bond or an arbitrage bond, as those terms are defined under the Internal Revenue Code of 1986, as amended, and the Regulations promulgated thereunder by the U. S. Treasury (collectively, the "Code").

b. Used directly or indirectly in a trade or business by any person other than the Issuer or another municipal entity;

c. Loaned to any person directly or indirectly other than the Issuer;

d. The subject of any contract, lease or agreement of any sort having a term of one year or more and calling for the payment by the Issuer of consideration other than a flat fee;

e. Expended to finance the construction, alteration or renovation of any improvement the use, occupancy, availability or beneficial enjoyment of which shall be restricted among public users thereof or for which preferential, different or unique fees, rates, assessments or charges shall be levied;

f. Invested in such a manner or for such a period or at a yield to result in the rebate of interest earnings thereon to the United States under any public law now or hereafter in effect;

12. The Issuer shall furnish to the United States, or any agency, department or instrumentality thereof, in a timely fashion, such information as may be required by law with respect to all evidences or debt now or hereafter issued by the Issuer.

13. Neither the proceeds of the Note, nor any earnings derived from the investment thereof, shall be expended for the purpose of paying any costs associated with the issuance of the Note.

14. The Note will not be refunded or otherwise paid, defeased or secured by the proceeds of any form of debt issued by the Issuer, if the manner of such payment, refunding or security, results in the Note being classified as a "private activity bond" or an "arbitrage bond" within the meaning of Sections 103, 141 and 148 of the Code.

15. The proceeds of the Note shall not be invested for a period or at a yield so as to render the interest payable on the Note includable in the gross income of the holder thereof.

16. The proceeds of the Note will not be used in a manner that will cause the Note to be "arbitrage bonds" or "private activity bonds" within the meaning of Sections 103, 141 and 148 of the Code.

17. The aggregate principal amount of the Note is not greater than the maximum anticipated cumulative cash flow deficit which has been computed in accordance with the Regulations promulgated under Section 148 of the Code.

18. The Note is declared to be a "qualified" obligation under Section 265(b) of the Code.

This Certificate is executed and is being delivered pursuant to Section 1.148-2(b)(2)(i) of the Regulations promulgated under Section 148 of the Code.

January 2, 2025

TOWN OF CHESTER

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Treasurer

_____
Selectboard or a Majority Thereof

TOWN OF CHESTER
SELECT BOARD MEETING
December 18, 2024 Minutes

Board Members Present: Lee Gustafson, Arne Jonynas, Arianna Knapp, Tim Roper, and Peter Hudkins at Town Hall.

Staff Present: Julie Hance, Town Manager, at Town Hall; and Susan Bailey, Recording Secretary, via Zoom.

Visitors Present: Jeff Holden, Cathy Hasbrouck, Derek Suursoo, Frank Bidwell, Barry Goodrich, Lauren Fierman, Daryll Kale, Scott, Kilgus, Leslie Thorsen, Jerry Gleason, Paul Bidgood, and Wayne Williams at Town Hall; and Lori Quinn, Amy Mosher, Robert Nied, Lauren Fierman, Kevin and (MK Harrelson) SAPA TV via Zoom.

Call to Order

Chair Arne Jonynas called the meeting to order at 6:43 p.m. He noted they were having technical difficulties and would need to get as close to the laptop, as possible, when speaking. He led the audience in the Pledge of Allegiance.

WATER/SEWER COMMISSIONERS MEETING AGENDA
December 18, 2024

Agenda Item 1, Citizens' Comments

There were none.

Agenda Item 2, Water Meter Purchase

There was a discussion at the last meeting and there were questions and concerns about how to proceed. There were discrepancies from the last meeting and the issue was regarding the cost and whether they were going to purchase an AMR or AMI system. Jeff Holden, head of the Water Department, had Ian Kasowitz, the President of Stiles, with him to answer any questions they had. Arne noted there were issues with the pricing that they wanted to clear up. The original recommendation was for an AMI system that was supposed to include everything for the price they were quoted but there was an issue. It has been revised at $150,000 for an AMI system. Arne asked what happened that the information was unclear. Ian had been with Stiles since 2011 and wasn't sure about miscommunication but took full responsibility. The original system proposed was AMI and changed the radio unit to the existing meters, the register, head, or encoder and the transmitter, which Jeff said were installed 20 years ago. Upgrading to a retro unit would provide all the benefits of AMI with readings sent to the office 4 times a day and provide accurate billing to the customer. Replacing the head will provide extra features. Mechanical meters are accurate but electronic meters have more bells and whistles. Badger Meter has introduced a register that works with mechanical meters, allowing extra features without needing to replace the entire meter. Currently, Chester has mechanical registers, but an AMI would provide hourly usage

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information to the office and customers and provide more granular data. An alert notifies the office if the register is removed and gives notifications for leaks. Installation would be easier this route. The important things with AMI would still be there if they went with the other option. Jeff said all the antennas needed to be changed and if they stayed with the current registers, he would need a new reader and would need to read them quarterly. It would not provide alerts and notify the office when there was a problem. Last week Jeff was called to a home that was rented by doctors and visiting nurses. The pipes froze and water had run all day. If they had this system, they would have received a notification and that was an example of the benefits. Jeff can read them quarterly, but it takes 3 hours, and they don't receive alerts for problems. Lee heard at the original meeting that they were getting the registers and antennas for $98,000 so getting a bill for $150,000 made them question what they missed. Lee understood what they bought, the registers and antennas, but the price wasn't making them happy. Ian apologized for missing that meeting. Reading meters generates cash flow for water and wastewater. Those that are over 20 years old are no longer covered under warranty and have done their job. Jeff said they had to do something, and Lee agreed but said they had agreed to the original price. Jeff said it was the bread and butter of the department. Lee wanted to keep Jeff's job easy and felt the issue was either they all misunderstood, or it was presented incorrectly. Ian said he would go back to the factory and see if they could get a better register price. Tim said it was clear in his mind that the granular data collection Ian had just talked about was included in the original price. Arne noted that the email said it would cost an extra $15,000 to go with the older system and Ian said it was the device. Ian said the only thing that would be needed to be added was the device reader. Arne said instead of $150,000 it would be $15,000, but Ian said $15,000 was just a ballpark and not to quote that amount. Arne understood the benefits but said there were only 600 customers and wondered what the old system would cost to upgrade to work another 20 years. Ian thought a new device would be around $7,000 depending on whether it was a laptop or tablet, and they would still need the antennas. It would cost $96,000 for an AMR drive by system. With the cellular part, it was $150,000. Arne asked if the cellular fee was taken care of no matter who the carrier was. Ian said the $1 fee was subject to change, but they could typically lock it in for 3 years and the escalator could be locked in at a penny so the most they would be paying after 10 years was $1.06. Claremont was paying 0.89 and are now paying 0.92 after 10 years. They could lock it in and provide an estimate for 10 years or longer. Ian said most towns are okay with 10 years. Jeff said at the last meeting he mentioned he didn't feel the need to change the meter bases, and they could go to ultrasonic, which would have been quite a bit more. The meter bases work fine and are accurate and Jeff liked the breakaway plate on the bottom that he could rebuild if they froze so they were more cost effective for a community of this size. Arne said they wanted to make their jobs as efficient as possible, but they had to consider the cost. The cost of Jeff running around to the cost of the purchase was a consideration. Arne understood the technological advantages but was scared the increases were not in writing when corporations increase prices unreasonably because they can due to lack of competition. Ian said he could get a quote from the factory in writing to give them peace of mind. Ian said the big gap in pricing came from replacing the register and wouldn't necessarily go away with the drive-by system. Arne thought if they could get something more detailed and Ian could work his magic, it would help. The warranty on the project includes network longevity so if it were to change, it would be on Badger. Ian said an advantage to upgrading the software is going to Beacon who could support the system. Stiles would loan them a device while the system was migrated. Jeff hoped to get it done sooner than 5 years, but it depended on how the program and billing system worked. Arianna felt they had heard several

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options and wanted something on paper. Tim agreed if there were three options, they should have three itemized proposals. Ian agreed. AMI is where everyone is trying to go but some towns don't even have AMR, so Chester could decide to continue using AMR. Arne could appreciate knowing if there was a water leak and Jeff relayed a story about a house on Cobleigh that had a major leak that caused damage and wasted a lot of water. They told Ian they appreciated his attendance, who agreed to provide the information requested, and apologized for the confusion and said they took responsibility.

Agenda Item 3, Review Draft Water Budget

The water budget is up due to cost-of-living salary increases. The budget included the administration fee of 3% if they wanted to begin doing that. Julie gave them anticipated water and sewer increases for 2025. The rates had not increased with inflation but will be put in the black by the end of 2025 and will continue to increase them annually to the rate of inflation so a caught-up won't be necessary again. Julie has found water and sewer pay to the general fund budget an average of 8 to 10% because of administration costs. Julie showed it at 3%. Lee wondered how much administration cost them and she didn't. Tim noted water was at 3% and sewer at 4% and Julie said sewer was higher because it was in a better position financially. Julie said they could remove it if they didn't think it was the year to do it. Arne said the Highway Department helps water digging for repairs. Jeff said not as much as they used to and that he often contracted the work out because it got done quicker. They used the Highway Department last year for the leak on Main Street because they needed to but that was the only time this year. Jeff said that's how he got in the water department by helping them through the highway department. Arne said the water department didn't serve the entire town and only 600 customers. Jeff said the town departments cooperate with each other. Julie said other towns don't bill other departments, but it was the admin part. It wasn't something they needed to do but had heard about it and considered it but noted it may not be the appropriate time to start it. Arne asked how the board felt. Arianna felt it was appropriate because it had the support, and they should start moving in that direction and pointed out if they paid someone to do those things, that would be the cost to cover those services. Jeff said they do their payroll and billing, so it made sense to him. Arne noted grievances and conversations with the state were costs to consider. Julie said there are other projects coming up and Tim said there would be more time spent on those projects which would happen over the next few years. Julie hoped two of the projects would be in 2025 and two in 2026 and the wastewater in 2027. Based on that, Tim said it absolutely made sense to do. Jeff said the grants over the last 10 years have saved them a lot of money and helped the community and was something they should continue. Peter wanted to know how they would buy the meters for $100,000. Julie said they could finance the whole thing or use from the water fund balance, which was $907,000. Jeff said for the past 14 years, the budgets for water and sewer came in under budget which helped build that fund balance which had to stay in those departments. Arne noted the funds were there for future projects. Arne said there was a hydrant fee of $20,000 to $40,000 from the town to the water department for the accessibility of the hydrants. Jeff said in a lot of towns, fire departments paid the fees. Julie said they didn't have that fee anymore and was discontinued years ago. Lee agreed they should add an administrative fee but was concerned about the timing. With the gradual increase in rates over the past few years, Lee thought rather than adding it this year, they skip a year because the rates have increased significantly over the past few years. Peter wanted to leave it out of the budget until they got to the end and decide then. Lee

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agreed but said the water and sewer users are also taxpayers. Peter said if it looked like they were going to 7 or 8 percent, they would have to do something, and Lee agreed. Tim wondered if they should gradually phase in the administrative fee. None of it needed to be decided tonight. Lee thought they all agreed it was a great idea, but it was an issue of when to do it. Arne thought the rates increased due to the bonds and noted he is a town water and sewer user and thought it was a good deal. Jeff said they found out they were charging less than 90% of the towns in the state and are trying to get on an even keel so they can continue to operate.

Arne asked if there were any other concerns and there were none.

Jerry Gleason wondered because they were improving the infrastructure of the water system by improving the meters if there were grants available. Julie said not for the meters because they consider it maintenance and usually only funded capital improvements. She compared it to painting a building which they don't offer grants for because it is maintenance.

Agenda Item 4, Review Draft Sewer Budget

(Discussed with water.)

Agenda Item 5, Adjourn

Lee moved to adjourn, and Tim seconded the motion. The motion carried, and the meeting was adjourned at 7:31 p.m.

SELECT BOARD PUBLIC HEARING
Proposed Amendment to Unified Development Bylaws
December 18, 2024
Following Water/Sewer Commissioners Meeting

Agenda Item 1, Public Hearing on Proposed Amendment to the Unified Development Bylaws

Cathy Hasbrouck and Hugh Quinn from the Planning Commission were present, and Preston Bristow. An executive summary was included in the meeting packet. Hugh noted the initial public hearing was continued, concluded, and closed and then, on November 6th, there was a Select Board meeting where a consensus was reached and guidance to the Planning Commission about what they felt would be the next steps. The outcome of that meeting was to roll back the density-based zoning concept that was proposed for what was called the Conservation Residential area which was the five-acre zone and the three-acre R-120 zoning. They had proposed adjusting those zones. They removed density-based and replaced it with fixed lot size zoning for the five-acre zone, called Conservation Rural 5 and fixed lot size zoning was also put back in the three-acre zone, called Rural 3 Acres. Aside from those changes, the remaining recommendations that the Commission had made, the Select Board agreed with. The only change to the executive summary of the proposed bylaw was on page two that had more details about the changes, so it wasn't necessary to read the entire document.

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Arne asked if there were any questions and there were none from the board. Arne asked the audience the same.

Leslie Thorsen, a resident of Chester for 38 years, was there to discuss rezoning and removal of extraction from Residential 2, which was R-40, and keeping it in Rural 3. She understood they had invested a lot of time, and everyone was focused on density based. She spent a lot of time reading the minutes and noted a major discussion by the Commission was of the gravel pit owned by the town near the high school. They spent a lot of time defining extraction, earth processing, and how they would keep the gravel pit in a residential area. Leslie mentioned that they all have been living with a quarry that came after they moved there. Leslie read from Planning Commission minutes about discussion regarding gravel extraction and processing and that they didn't want to allow that in Residential 2, so they needed to figure out how to allow gravel extraction and crushing that wasn't noisy but not quarrying, which was noisy. Leslie wanted to know why quarrying and heavy construction was allowed in the remaining R-120 and why it was okay for the noise in one neighborhood but not the other. Leslie said Preston had noted that conditional use means the DRB sets the conditions and if the applicant jumps through the right hoops, they get the use. Leslie said the conditions weren't enforced with the quarry and that no notice of violation had been issued to Julian Quarry. They are allowing extracting and heavy construction in all of R-120 but with conditional use and didn't think the conditional use was enforced. She presented a petition asking for a delay in the vote and wanted the definition of extraction discussed before it was blanketly allowed in R-120. Leslie questioned why the town gravel pit remained in Residential 2. In the May 6th minutes, Preston said the Select Board and Julie wanted the gravel pit to stay in Residential 2, and not to create a zoning regulation for something that may happen in the future. In the final version of the proposed bylaw, the gravel pit, owned by the town in Residential 2, was where extraction, heavy construction, and landscaping and wood processing were removed. Leslie thought it was an off-the-record decision because she didn't see anywhere in the minutes that they were removing it. She asked the Select Board not to vote on the bylaws tonight. She felt like the omission of extraction from one residential neighborhood and not another was discrimination, and those residents deserved more. She asked if there were any questions and there were none. (Following the meeting Leslie Thorsen and Scott Kilgus submitted a letter and asked that it be made part of these minutes. The letter is attached.)

Arne thanked her for her comments. Arne needed to go over everything she had said but disagreed with Leslie that the town wasn't doing anything to enforce and address the quarry. Hugh provided context and said they had lengthy discussions about extraction and earth processing operations. Previously, they were separate, and they chose to combine them. They didn't see it feasible to do earth processing without extraction. Regarding the gravel pit near the high school, knowing it may be a location for a potential housing project, they decided to remove extraction from that zone and those bylaws were adopted last year by the Select Board with a ton of transparency. As far as extraction, in general, it was allowed in R-40 and R-120. All the previous zones already had the uses that Leslie thought they should discuss further. All they did in the proposed version was remove that use from the zone that had the smaller lots because the lots are so small that they're not appropriate for extraction. The rest of Rural 3, approximately 70% of the land in Chester, and everyone felt it was inappropriate to remove extraction because folks need places to find gravel. Arne said Hugh's comments refreshed his recollection and he remembered most of those conversations. Julie said she was going to ask for it to remain on the town land because a housing

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project hasn't yet been approved and it is still an active town gravel pit and removing a source of gravel from the town will be expensive. The taxpayers spent $100,000 to get permitting for it and her recommendation was that until it was approved for a housing project, which they are nowhere near, not to remove it. Currently, it is a main source of town gravel, and the time and volume are limited under the Act 250 permit. Leslie said extraction was removed from that property. Tim said it was in the same R-3 and Leslie disagreed. Hugh said as part of a previously adopted bylaw update from last year, it could be taken up again but was not part of the current proposal. Leslie wondered how they were extracting gravel. Julie said it was pre-existing, and the use did not go away because the zoning bylaws changed because it had an active permit, but they couldn't expand it and Julie was unaware it had been removed and if anything happened, the town had no gravel. Leslie wanted it discussed. Arne said part of the discussion had already been voted on and they weren't going to revisit it. Hugh said if there was a concern about the property by the high school, it could be revisited by them again. Arne said if it was going to be addressed tonight, they could talk about it. Leslie said all summer long, the Chandler Road Quarry processed, and no notice of violation was issued and Preston looked after they had removed their equipment at the end of August, so she didn't feel the town had done anything.

Derek Suursoo commented on the copy of the bylaws included in the packet received, in the sections that cover Rural 3-acre and Conservation Rural 5-acre, he noted most changes had been made and thanked them. Derek questioned the setbacks in Article 2, pages 25 and 27 and thought they had decided to set them as the original numbers. Hugh said it wasn't the setbacks they discussed, but the density-based zoning and reverting to fixed lot sizes. Hugh offered to show him the minutes. Derek was present at that meeting and didn't hear that, but it was okay. Derek didn't have a problem with the reduction of the front setback to 40, but the side yards at 30 seemed low to him. Derek wondered if they defined what the front yard was and if it was the section of the house that has the front door or the section of the house that was between the road and another property. Derek wondered if his front door was 90 degrees to a travel right-of-way if he could be 50 feet from that but if the side of the house was on the road, if it was 30 feet. Peter read the definition of frontage which was the side of a lot abutting the street, so the front lot line abuts the street and orientation of the house did not matter. Derek said the language in the chart was front, side, and rear yard. Arne understood his point. Derek suggested they make all 40 feet, and the problem would disappear. Amy Mosher interjected and suggested 50 feet. Derek asked Amy to wait to speak when it was her turn. Tim said there was another definition that said the front yard setback can be measured from the center of the road. Derek concluded the setbacks were low.

Lee asked why it went from 50 to 40 or 30 and Preston said it was a frequent problem that people are unable to get a 50-foot setback. Arianna asked if it was an administrative issue for Preston. Preston said he must either deny their request or suggest they ask the DRB for a waiver which is reluctant to hand out waivers. Tim asked if it was another way to make it easier to build more houses and Preston thought 50 feet was unnecessarily big and difficult for some people to beat. Derek has seen 40 and 50 feet from the edge of the road create issues but when dealing with a 3- or 5-acre lot, it shouldn't be that difficult to obtain the setbacks. Preston said a lot of large lots have steep slopes or wetlands and aren't approved. Lee asked Derek for his rationale, and he thought it seemed tight when two houses are placed in rural areas with 30-foot setbacks, and could result in the houses being within 60 feet of each other. With a 50-foot setback, it would make the distance between the two houses 100 feet, which was a significant difference. Derek thought

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building adjacent to the lot line limits the neighbor on the other side use of his land because he would have to be further away to reduce visibility. Arne thought it sounded like a community and Derek said it was appropriate for town, but he chooses to live where he does because he needs the distance. Arne appreciated Derek's comments.

Arne asked Amy Mosher if she wanted to speak. Amy wasn't planning to attend until she viewed the document. She understood that they were going to revert to the original dimensional standards, with 50-foot setbacks and 10% maximum lot coverage in the R-3. Amy thought it would work if people were putting 3 houses on an acre of land, as previously proposed, but now they are reverting to a minimum lot size of 3 acres, she didn't see maximum coverage of 20% advisable. Amy was surprised at the changes, and it wasn't what she expected, she was disappointed and felt blindsided. Arne thanked her for her comments. Amy requested they discuss it and vote on it, as she thought 3 members were in favor of going back. Arne informed her there was a vote coming and they would be discussing it. Lee asked if they were voting since it was a public hearing, and Arne said it was on the agenda to be voted on, but it was up to the board whether they did.

Peter said he wanted to see the definitions combed out. Tim asked Preston if the front yard definition would be an issue going forward. Preston asked Peter what the definition was that he was concerned with, and Peter said they needed to make the definitions match. Preston said the definition had front yard setback. Hugh noted the bylaw language said minimum front yard setback and was struggling to understand the issue and Preston said Derek had talked about building at an angle and it was the part that was closest to the road that must meet the setback. Preston didn't find it confusing. Arne asked if he would have difficulty enforcing it with the language as written and Preston said he wouldn't. Julie noted the definition didn't say the part of the house closest to the road and Preston wondered what else it would mean. Julie suggested maybe that was the section that needed to be added. Hugh said the definitions had been in place for a long time and he hated seeing it delayed further over a definition that could be adjusted at any time. Hugh said they already had a list of future things that needed to be adjusted in the bylaws. Hugh thought holding it up over a minor definition issue wouldn't be the way he would go. Lee thought they would revert to the original. Arne thought they had reached a nice compromise since they originally wanted density zoning to promote housing and now, they seemed to be nitpicking. Lee saw both sides and found it awkward to think through every issue. Lee said they wanted affordable housing and as easy as possible to build a house. Hugh said it wasn't only about housing and that some people only wanted to put a shed or garage up and their land isn't accommodating, and the setbacks create hurdles. Relaxing the setbacks could allow for those things. The scenario of two people building their houses too close to one another wasn't the norm. Lee said at their last meeting, they dealt with an issue of two neighbors who don't get along and he wondered how it could affect them as a town, communities, and neighborhoods. Hugh felt there wasn't a setback big enough to solve that problem. Lee agreed but said they needed to consider it. Preston has an application from one of Lee's adjoiners who is asking for a waiver from a floodplain requirement and will need to be closer to the road than 50 feet. Arne said they were in a tough position no matter what they decided and saw it working both ways. Before zoning, people put their homes where they wanted, so discussing a difference of 10 feet wasn't a priority concern for Arne.

Amy thought they were reverting to the way it was. She wondered if they were whittling away at the frontage, if they would continue to whittle away and it would no longer be rural. Amy said

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they needed space between their neighbors and if someone had an exception because they couldn't fit their shed and had a floodplain, they could get an exception from the DRB. She saw this as a big change and was surprised, disappointed, and dismayed, and felt she had been deceived. She admitted if she had read it prior to the meeting, she would be present in person. Arne thanked her for her comments and said they would consider them as they do for all people. Hugh was surprised because Amy had attended the last Planning Commission meeting and had not commented. Amy said she hadn't looked at the document and assumed and couldn't remember but it wasn't her fault. Amy said it was still a public hearing. Hugh noted it was just a question.

Lee wondered if there was a difference in the definition between quarrying and extraction. Hugh said they had been combined into one definition. Lee said, in his mind, there was a difference as extraction was quieter than quarrying and wondered if they should differentiate between the two. Lee said earth processing was different than quarrying which required additional steps to remove rock from the ground. Lee felt they were two different operations. Hugh said the definitions were combined because the consensus was ultimately; to do earth processing, you would do quarrying. Peter agreed with Lee, and they said you would use a hydraulic hammer to do earth processing. They said you would use the same equipment, but Peter didn't really believe it. Lee thought you would use different equipment to break apart solid rocks rather than just removing them from the ground. Processing is a different system altogether. Lee wondered if there was a reason to differentiate between what he was calling quarrying and extraction. Hugh thought they decided there wouldn't be any benefit to separating them because right now, the uses were allowed in Rural 3, Conservation, and Rural 5 and they weren't allowed anywhere else. Lee heard what Hugh was saying but didn't understand it. Hugh said if they separated them, they would be conditional uses in the zones they talked about, and the outcome would be identical except that they would have two definitions instead of one. Lee wondered if it would be profitable to take quarrying to a different level because of the additional activity and larger equipment needed. Lee said he can extract on his property but can't quarry. Hugh said someone applying for a permit under extraction operations would be asked by the DRB if they were digging gravel or quarrying rock of the side of a mountain. That was what Lee wanted to hear. If it was a permitted use, anyone could do it and they wouldn't have to notify them of what was going on. A conditional use permit allows the DRB to decide if it makes sense, but splitting the definitions wouldn't change that.

Frank Bidwell was a Quality Manager or Director for 35 years and there are always two sides to an argument about ambiguity and words matter. The customer wants something nailed down and the company wants leeway so it can maneuver things and his job as a quality director was to make sure there was no ambiguity between them and the customer. Usually, it was decided by the company president. Quarrying and removing gravel to Frank all came down to how specific they wanted to be. He understood the reasoning for not nailing it down and understood it was a hard decision to make, and he wanted to see things more nailed down, so it wasn't interpreted differently down the road.

Arne asked if the consensus of the board to move forward and noted it was on the agenda, but this was the hearing and would be the end of the hearing if nobody else wanted to speak to it. Arianna said it was ambiguous about whether they were changing the setbacks, but she left thinking they were changing them and thought each board member may have had a different impression when they discussed it. In listening to the discussions, reading letters, and previous discussions, she's

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struck by the fact that they're not solving or fixing a problem. It is the Planning Commission's direction to aspire to bring them to a better place as a town and closer to the town plan. She noted it was hard work to bring change to the table and thanked them for doing it. She heard from the community that they didn't want change. Arianna thought they needed conversation about the tone of people coming is a resistance to change. She said a healthy town explores change, which is what they've asked the Commission to do. Arianna said they keep narrowing down to individual items when each item is about change, none of them radical and just little changes. She wondered if they wanted to explore it or pause, as a couple of residents had asked, or had they debated it enough and was it the change they wanted to put into place. Arne said that was an excellent point when it came to change, it seemed like the rural area had been the most vocal, as there had been a lot of changes in the other districts. Arne felt the changes were on the minor side. The argument about what could happen down the road didn't work with him because it was a living document and could be changed. A lot of time and effort went into it with the planning commission and hearings and surveys and discussions. Arne has a small acre parcel in the hills that is limited because of setbacks and was fine with approving and going forward. Arne thought the premise of an owner being able to do what they wanted with their land should be embraced as much as they could. Arne was okay with approving it or doing more on it if that was the consensus of the board. Lee asked Preston if the changes would allow more housing development and less expensive housing development. Preston felt the changes would make zoning a little more friendly but wasn't sure how much it would help affordable housing but noted it would not hurt it. Lee asked if the changes were detrimental to affordable housing and Preston said the changes already enacted would make housing a little easier. Preston saw it as an opportunity but to get funding from the state for affordable housing, it had to be in a zone approved by the state, which was a new zone, the Neighborhood Development area. Tim appreciated the discussion and said human nature was to resist change due to being comfortable. Planning needs to be proactive and when Tim was a member, he questioned what Chester would look like in 50 years and what they could do to help shape that. Tim thought another part of human nature was to envision the worst-case scenario when change came. It was natural and he wasn't criticizing anyone. Tim, like Arne, thought the changes were good and if a problem arose, it could be addressed. Tim noted that any extraction operations, already in place, were legacy uses and no changes to the zoning bylaws would erase that. Tim could only imagine how those who live near Julian Quarry were affected, but said the town was doing the best it could within the legal parameters.

Brian Mosher wanted to respond to comments about how they could revisit changes to zoning. Once changes happened, people put them in their pocket and say it's a good thing and was a money thing and didn't think they could revisit it without legal action haunting Chester. All their decisions were well thought out and discussed and they had all that discussion. Brian appreciated Vermont and the University of Vermont Soccer national champions and wanted them to respect the specialness that Vermont had.

Regarding change, Robert Nied had 20 plus years' experience in zoning and planning and never saw a single proposed change in land use regulation that wasn't opposed. Sometimes it's well-founded but people generally have an expectation and are resistant to change. The Select Board has an obligation to look at changes in the economy, social changes, and must make changes at times when looking at what's best for the community. He thought the Board and Commission were on the right path with good intent and it may not be perfect, but no land use regulation ever is. At

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some point you move on and do the best you can. Robert thought everyone was doing that. Changes could be tweaked. He thought they were on the right path and appreciated their work. Arne thanked Robert for his comments.

Arne declared the hearing closed at 8:43 p.m. Arne thanked everyone for attending and their comments.

(2-minute break)

Amy Mosher said that they had not voted to close the hearing, and it was her understanding they needed to. A unanimous vote was taken to close the hearing at 8:47 p.m.

SPECIAL SELECT BOARD MEETING AGENDA

Following Public Hearing

(Meeting called to order – 8:48 p.m.)

Agenda Item 1, Additions or Deletions to the Agenda

Julie said the expense note would be moved to the January 2nd meeting.

Agenda Item 2 Approval of Minutes from the Selectboard Meeting dated December 4, 2024

Lee moved and Arianna seconded a motion to approve the December 4, 2024, minutes. Lee said on page 4, line 25 thought the word "said" should be inserted after "Longo". Tim noted page 6, line 40 "flood season" should be "mud season". Tim thought on page 7, line 6 "Peter noted the gravel was porous" should be "coarse" but the consensus was porous was correct. There were no changes and the minutes were approved, as amended.

Agenda Item 3, Citizen's Comments

Paul Bidgood wanted an update on the status of the review of Bailey Hill Road. Arne noted they had a review in executive session, and there could be action taken as they had received an opinion yesterday from the solicitor. It was on the agenda, as item 11, but was in executive session. Paul thought it was straightforward and not difficult. Arne said they would review the attorney's opinion and see where it took them.

Amy Mosher wondered about the decision of the bylaws. Arne explained they closed the public hearing, and it was Item 5 on this agenda and would be addressed tonight.

Brian Mosher asked if public comment was closed, and it was. Arne told him they were taking citizen comments for items not on the agenda. Brian said he had nothing to say. Arne asked him if he wanted to comment about the bylaws. Brian thought it was confusing and didn't think they had their ducks in a row. Arne reminded him they were following proper procedure with a public hearing on the amendment and they would revisit it when it came to the agenda item and would

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see what action to take.

Agenda Item 4, Old Business

Report by Town Manager:

Solar Field

It was an executive section topic, but they did convey a counteroffer to Greenbacker, and it would be the beginning of the year before they heard back. Greenbacker understands that if there was a decision to purchase, it would need to be on the Town Warning on January 17th, so there will be a decision received by the beginning of January.

Highway Access Permit

Julie spoke with Jim Carroll and the decision to issue the permit belongs to the Highway Public Works Director. The Select Board has final authority. If the permit is appealed, it's to the Select Board. Jim will speak directly with Kirby Putnam to help him in rendering the decision and what he should consider. Julie will email the applicant with further information letting him know. It would only be listed on an additional agenda if it was appealed. Arne asked if it was granted, if the neighbor could appeal it and Julie wasn't sure but thought it would be hard. Preston said as Zoning Administrator, he thought anyone could appeal it. Arne wanted to make sure the neighbors were aware of the process. Julie would reach out and let them understand the process. Preston said there were two things someone could do: appeal to the Select Board or go to Superior Court. Julie agreed they could be bypassed.

Agenda Item 5, Adopt Unified Development Bylaw

Arne noted a thorough discussion had taken place with a variety of opinions and the board needed to decide in what direction. Lee was not in favor of the changes but appreciated all the work and effort and didn't see a huge impetus to make a change. Arne said they could take a straw poll or make a motion. Tim moved for the Select Board to accept the Bylaw Amendments as presented. There was not a second and the motion failed. Arne noted he could second the motion but there wasn't any point since he could see the outcome. Peter agreed with Lee. Peter thought fixing it after someone put something in there was too late, but Arne disagreed. Arne wanted to make sure they gave the Planning Commission directions, and it would come back to a hearing.

Derek agreed they are living documents and understood setbacks were an issue with nonconforming lots. He suggested letting them go as they are and asking the Planning Commission to see if there was an alternate solution to handle non-conforming lots and setbacks. Arne noted that was an option. Peter said the waiver process through the DRB is less than 20% for a variance on a setback. Arne said it went back to land use. Preston said there was a variance with a limit on how much could be waived, and the criteria were narrow about the reasons that could be waived, so the DRB was reluctant to give them. Arianna said when she arrived, she was fully prepared to move forward so she asked not to presume her opinion but rather the more she listened, she questioned, and she hadn't latched on to why they needed to change. She wasn't against the change and thought it all sounded good but there were residents saying no. Arne said he had a conflict as an owner of a property in the hills which is non-conforming and 7 acres. He can't meet the setback

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requirements and is deprived use of his land because of setbacks and wasn't the only one in that position. Arne thought it was a big thing when they restrict an owner's use of their land and noted he was for cottage courts and trailer homes in rural areas because if someone wanted to do that and met the requirements, they should be able to. It wasn't going to affect forest connectivity or degenerate and negative stereotypes associated with trailer parks. Arne believes it's a person's right to do what they want with their land and felt strongly in less government on certain things.

Brian Mosher asked to be recognized, and Lori Quinn noted her hand had been raised first. The Board was having a discussion and asked them to wait until they were recognized.

Tim wondered if they could get a few more houses built with a 40-foot setback that wouldn't be buildable with a 50-foot setback, which was meaningful to him. Peter said his biggest problem was when it when from a Board of Adjustment to a Development Review Board because they couldn't just go and easily help someone. Peter, having been on both boards, said it took the fun out of it. Tim reminded Peter that Preston said the DRB was reluctant to grant waivers. Peter said they need to appoint DRB members who would grant them. Tim wanted to see more homes built so people had a place to live, and 10 feet could make a difference. Peter said the land by the high school being considered is too far from the village center to build homes on. The object of the state is they still are pushing the village concept and want to keep the rural districts rural. Peter said wanting to build homes in the rural districts went against the state. Peter knew they were non-conforming lots and suggested they should use the option available to them. Tim said the terrain could be an issue and Peter asked why they bought the lot if that was the issue. Peter asked Tim if they bought a lot and couldn't build on that if the town should change the zoning and Tim said relaxing the setbacks would provide more options. Peter saw the DRB as an option. Arne said if they didn't have the votes to pass it, they would need to come up with a direction for the Planning Commission which sounded like they wanted to go back to the original setbacks. Arne asked if they were satisfied because if there was anything else, it would require another hearing, and they would be repeating the process.

Lori Quinn didn't understand the process and knew they had gone through it multiple times and directed the Planning Commission to make specific changes. From what she was hearing, they brought forth the specific changes but other things were being raised. She lives in the rural district and didn't understand why they couldn't get the bylaws passed and finish the multi-year project they had been working on. It wouldn't be perfect but at least they move forward. Lori said they don't like change but noted they all were in the middle of change and Vermont was changing. Lori was amazed at all the work the Commission had been doing, of which her husband is the Chair who she noted had been away from home at meetings a lot, hashing this out. It was frustrating for her to see people at the last minute coming up with technical words to stop them from moving forward. To her, it was embarrassing as a community and what was necessary to update the bylaws. Lori thought it would be amazing for the community to be able to say they were one of the few to do it and to brave the work. She couldn't understand and was frustrated with people bringing forth last-minute comments insinuating things that were done without their knowledge.

Brian Mosher didn't understand what the problem was with non-conforming lots and if they owned one, should be thankful. Brian thought he knew where the Chairman's property was and said it was a beautiful piece of property and maybe he should be happy with it as it was and build his

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shed to where it conforms, and he wouldn't have a problem. Arne responded that he'd try his best.

Derek Suursoo said he will be quiet when things are chosen.

Arne asked the members if they were for the changes. Lee and Peter were both a no. Tim was a yes. Lee asked if they could table it. Arne wanted a straw vote to see where they stood. Lee said they could think about it and didn't realize they would be voting after the hearing as he hadn't looked at the agenda. Arianna said her question was about the setbacks and she came to the meeting prepared to vote yes, but now she was questioning them. Arianna wanted to consider the impact of the change 5 or 10 years from now and wondered how the others felt. Arne wasn't going to look for any more issues with it. Tim was for it. Lee was ready to vote now. Arne said if they were going to vote it down, that would be fine, but they needed to give the Planning Commission direction. Peter said because the hearing was closed, they can't change the document without another public hearing. Tim said that it was unfair to vote it down without providing the Commission with direction. Peter moved to table it and Julie said that wasn't necessary and they could just agree to table it. They agreed to table it until January 2nd.

Hugh said there was some good feedback, but things can never be perfect. Hugh wasn't personally invested in the decision but most of the stuff in there was thought out and should move forward. Every time they decide not to act, they create another cycle of Planning Commission meetings, hearings, and updates. Hugh noted that it went to its first public hearing in July. Hugh thought that trying to obtain perfection was the enemy of progress and if they decided to do nothing in the rural districts and turn all the maps back to the way they were to get it done, they should do that. The board thanked Hugh and Preston.

Agenda Item 6, 2025 Draft Capital Budget

Julie said there was still some maneuvering that could be done, and they would see the final version at their January 2nd meeting. An ambulance monitor, a truck for Steve, and sprinkler system for the library need to be purchased. Communications equipment for the highway department was $149,000, which was the total project, and they would phase it over 3 years. She wanted them to start seeing what the capital expenses were for 2025. Bonds, at this point, were the paving bond for $250,000 and the grader for $380,000. Peter asked if they needed a loader, and Julie didn't think so due to the work Kirby had performed. They will need a dump truck next year. The second part-time person in the finance department would free up time for Laurie to work on the asset management plan. Once they have that, they can create a capital plan. Julie was proposing not to finance but pay cash for these items if they could. Julie would present them with options and recommendations. Peter said it was a big change, and they were looking at close to $400,000. Julie agreed and said some things would move around. It has been known that 2025 would be the last payment for several bonds. Peter said there were things in Highway they could finance. Julie said after Irene, they saw a surplus and that money had to be used in Highway. The grant given in 2024 was put into flood funds and was a flat $50,000 for any highway related to roadwork. It was state leftover ARPA money. Julie wanted to see where they were at before making the final recommendation. At the second meeting in January, all December numbers will be in. They will have a more finished and refined look.

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Derek, as a past board member when they didn't have a capital plan, could appreciate having a capital plan and was glad to see it. The board thanked him.

Agenda Item 7, Renew Current Expense Note

Moved to the next agenda.

Agenda Item 8, Cemetery Deed

The members signed the deed.

Agenda Item 9, New Business/Next Agenda

Arne had a request that he discussed with Julie. Once the budget was finished, he wanted to bring Class 4 roads back up so they could have a clear policy on Class 4 roads. Arne has seen properties in town exchange hands that had Class 4 roads on them. There have been inquiries with the town about having a gate. Arne wanted a document they could rely upon that everyone agreed with.

Agenda Item 10, Executive Session – Verizon Tower Lease Amendment

Lee moved and Arianna seconded the motion to go into executive session to discuss the Verizon tower lease amendment and invited Julie to join them. The motion carried.

(Entered executive session at 9:41 p.m.)

Lee moved and Tim seconded a motion to exit executive session. The motion carried.

(Exited executive session at 9:53 p.m.)

Agenda Item 11, Executive Session – Review Attorney Opinion – Class IV Road

Lee moved and Arianna seconded a motion to go into executive session to discuss the Class 4 Road Opinion and invited Julie to join them. Peter recused himself. The motion carried.

(All board members except for Peter entered executive session at 9:54 p.m.)

Arianna moved and Lee seconded a motion to exit executive session. The motion carried.

(Exited executive session at 10:03 p.m.)

A motion was made by Lee and seconded by Arianna to read "Having reviewed currently known information and documentation as submitted to the Selectboard, it hereby resolves that a reasonable and good faith basis exists to find that Bailey Hill Road continues to exists as a town highway and to include T.H. #136 a/k/a Bailey Hill Road on its V-Trans General Highway Mapping and Certificate of Mileage pursuant to 19 VSA s 305 as a class 4 town highway subject the receipt of further material information to the contrary, a formal highway proceeding under Title

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19 of the Vermont Statutes Annotated, or a declaration by a court of competent jurisdiction." The motion passed.

Arne informed Paul Bidgood that the Select Board is willing to share the communication and opinion from legal counsel. Julie provided a copy to Paul Bidgood.

Agenda Item 12, Adjourn

Tim moved to adjourn, and Lee seconded the motion. The motion carried, and the meeting was adjourned at 10:06 p.m.

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12/19/24

Dear Selectboard, Julie Hance, Hugh Quinn, Preston Bristow,

Good morning. I don't know if you voted to pass the amended by laws but I felt it important to clarify the removal of extraction and heavy construction from Res 2 (R 40,000). I was given the impression that the removal of these 2 items occurred last year, and or had already been voted on. In a conversation with Hugh Quinn in between meetings he again said that was so.

I am asking that the minutes to the meeting reflect that extraction and heavy construction was in the previous bylaws posted on your website article 2 page 17 for R40,000. The new bylaw proposal as posted on the town website show a read line through extraction and heavy construction for R40,000 to be renamed Res 2. I would like that clarified in the writing of the minutes.

As I had mentioned in an already overloaded information session that extraction is a broad term. What I should have focused on to amend was under 3.9 Extraction #5 that conditional use requires in #5 that extraction has to be 100ft from all abutting properties. This should have been changed. No resident should have to worry that an extraction company could set up shop 100 ft from a property line.

I appreciate all the work everyone has done, and it is a lot of information to digest. Going forward leaving extraction in all of R120,000 with conditional use is going to set up future homeowners of Chester to find they are living by a quarry that did not exist when the residence was purchased. There should be further protection than just conditional use approval. If such a business wanted conditonal use and they were 100 ft from neighbors that would be in keeping with the towns by-laws to conditional use for excavation.

I would appreciate a reply and again I would like the minutes to reflect that R40,000 did have extraction and heavy construction and this was removed with the new proposed bylaws.

Thank you

Leslie Thorsen and Scott Kilgus

Beacon AMR "Drive-by" Solution

	AMR		
	Quantity	Price Each	Total Price
New Register	600	$69.50	$41,700.00
Orion ME Endpoint + Integral Option	600	$141.85	$85,110.00
Beacon Software	1	$4,500.00	$4,500.00
New Device - Dell Tablet (the utilitiy can purchase their own)	1	$5,000.00	$5,000.00
ME Receiver Kit	1	$4,000.00	$4,000.00
Year 1 Total			$140,310.00

	AMR Estimated Annual Fees		
	Quantity	Price Each	Total Price
Estimated Annual Fees			
Mobile License (Annual)	1	$816.00	$816.00
User License (Annual)	2	$384.00	$768.00
Service Unit Fees ($0.12 per endpoint per month)	600	$1.44	$864.00
Annual Total			$2,448.00

AMR Features

- This solution provides an updated "Drive-by" System similar to the towns existing system
- The Orion ME Endpoints will store 90 days of hourly history
- The meters are capable of providing Leaks and other alarms - but they are only captured by driving by and reading

Beacon Cellular AMI Solution

	AMI		
	Quantity	Price Each	Total Price
New Register	600	$69.50	$41,700.00
Orion Cellular Endpoint	600	$160.00	$96,000.00
Beacon Software	1	$10,500.00	$10,500.00
New Device	n/a	$0.00	$0.00
ME Receiver Kit	n/a	$0.00	$0.00
Year 1 Total			$148,200.00

	AMI Estimated Annual Fees		
	Quantity	Price Each	Total Price
Estimated Annual Fees			
Mobile License (Annual)	n/a	$0.00	$0.00
User License (Annual)	n/a	$0.00	$0.00
Service Units ($1 per endpoint per month)	600	$12.00	$7,200.00
Annual Total			$7,200.00

Cellular AMI Features

- The reads and meter data comes directly back to the office
- Eliminates the need to have to drive around to collect meter reads
- Provides almost in real time alerts, such as: leaks, reverse flow, low temperature, tamper, etc.

rovides a Customer Portal which enables the end users the ability to view usage and get their own leak alar

- Cellular AMI will provide an easy way to monitor and manage NRW (non-revenue-water)

Water Department
2025 Budget

Account		2024 Actual	2024 Budget	2025 Budget		Notes
03-04-33-01.00	Water Fees	321,149.44	336,000.00	400,000.00		
03-04-33-02.00	Delinquent Fees					
03-04-33-03.00	Penalty/Interest	7,747.12	6,500.00	7,500.00		
03-04-33-05.00	Water Connection	2,500.00	2,500.00	2,500.00		
03-04-33-06.00	Hydrant Fees					
03-04-33-07.00	Meter Install					
03-04-33-08.00	Timber Sale					
03-04-33-09-00	Loan Proceeds					
03-04-33-10.00	Grant Proceeds	94,486.84				
03-06-33-01.00	Interest Income					
03-06-33-99.00	Other Income					
Total Revenues		**425,883.40**	**345,000.00**	**410,000.00**		
03-12-33-10.00	Labor	128,961.68	129,950.00	140,657.00		
03-12-33-11.00	Social Security	9,943.47	9,950.00	10,549.28		
03-12-33-12.00	Unemployment					
03-12-33-13.00	Workers Comp	5,990.96	5,500.00	7,250.00		
03-12-33-14.00	Medical Insurance	18,954.02	22,350.00	40,500.00		
03-12-33-15.00	STD, LTD, Life	742.04	650.00	1,245.00		
03-12-33-16.00	Retirement	8,893.14	8,935.00	9,670.17		
03-12-33-17.00	Uniforms	1,347.99	1,000.00	750.00		
03-12-33-18.00	Co Insurance	1,823.28	10,000.00	5,000.00		
03-12-33-21.00	Supplies	70.64	500.00	500.00		
03-12-33-22.00	Training	446.00	500.00	750.00		
	Administration			8,000.00		2% of revenue
03-12-33-28.00	Paving		2,000.00	2,000.00		
03-12-33-29.00	Computer	536.51	2,500.00	500.00		
03-12-33-30.00	Utilities	22,162.27	25,000.00	24,000.00		
03-12-33-33.00	Gas - Propane	79.12	500.00	500.00		
03-12-33-34.00	Telephone		400.00	400.00		
03-12-33-37.00	Contract Service	4,038.00	4,500.00	4,500.00		
03-12-33-38.00	Testing	1,695.00	4,000.00	4,000.00		
03-12-33-42.00	State Fees	3,969.80	5,000.00	4,500.00		
03-12-33-50.00	PACIF Insurance	10,574.02	3,461.00	5,000.00		
03-12-33-55.00	Tank Inspection		1,000.00	3,000.00		
03-12-33-56.00	Legal Services		500.00	500.00		
03-12-33-57.00	Audit		800.00	800.00		
03-12-33-58.00	Grant Expense	9,636.80				
03-12-33-60.00	System Maintenanc	7,577.25	6,000.00	7,500.00		
03-12-33-60.01	Collection System	11,472.72	10,000.00	10,000.00		
03-12-33-60.02	Meters Installation	718.36	500.00	750.00		
03-12-33-60.03	Hydrants		4,000.00	10,000.00		
03-12-33-60.04	Well Repair	1,191.00	3,500.00	2,000.00		

Water Department
2025 Budget

03-12-33-61.00	Chemicals	22,337.94	25,000.00	25,000.00		
03-12-33-66.00	Tools	1,537.60	2,000.00	2,000.00		
03-12-33-68.00	Vehicle Maintenanc	1,085.93	1,000.00	1,000.00		
03-12-33-68.01	Water Truck		-			
03-12-33-68.02	Tractor	9,182.50				
03-12-33-69-00	Repairs/Maintenan	316.93	1,000.00	500.00		
03-12-33-75.00	Depreciation Expense					
03-12-33-78.00	Gasoline	770.94	1,700.00	1,500.00		
03-12-33-82.03	Water Bond Reimbu	94,589.94	94,589.94	94,589.94		
03-12-33-83.00	Service Charge					
03-12-33-90.00	Capital.Bond Transfers					
Total Expenditures		**380,645.85**	**388,285.94**	**429,411.38**		
Total Water Fund		**45,237.55**	**(43,285.94)**	**(19,411.38)**		

Sewer Department
2025 Budget

Account		2024 Actual	2024 Budget		2025 Budget	Comments
04-04-34-01.00	Sewer Fees	474,992.10	479,500.00		540,000.00	
04-04-34-02.00	Delinquent Fees					
04-04-34-03.00	Penalty/Interest	12,998.48	10,000.00		12,000.00	
04-04-34-05.00	Sewer Connection Fees		3,500.00			
04-04-34-06.00	Excess BOD					
04-04-34-07.00	Fine Income					
04-04-34-10.00	Grant Proceeds	27,184.37				
04-06-34-01.00	Interest Income					
04-06-34-99.00	Other Income					
Total Revenues		**515,174.95**	**493,000.00**		**552,000.00**	
04-12-34-10.00	Payroll	128,961.68	129,950.00		140,657.00	
04-12-34-11.00	Social Security	9,943.48	9,950.00		10,549.28	
04-12-34-12.00	Unemployment					
04-12-34-13.00	Workers Comp	5,990.96	5,000.00		7,250.00	
04-12-34-14.00	Medical Insurance	18,954.03	22,350.00		40,500.00	
04-12-34-15.00	STD, LTD, Life	742.04	700.00		1,245.00	
04-12-34-16.00	Retirement	8,893.15	8,935.00		9,670.17	
04-12-34-17.00	Uniforms	350.00	1,000.00		750.00	
04-12-34-18.00	Co Insurance	1,823.28	10,000.00		5,000.00	
04-12-34-21.00	Supplies	178.03	600.00		600.00	
04-12-34-22.00	Training	394.92	750.00		750.00	
	Administration				10,800.00	2%
04-12-34-24.00	Lab Equipment	1,710.21	5,000.00		5,000.00	
04-12-34-29.00	Computer	582.56	3,000.00		2,000.00	
04-12-34-30.00	Utilities	38,970.28	38,000.00		40,000.00	
04-12-34-30.01	Pump Stations	13,025.75	18,000.00		18,000.00	
04-12-34-30.02	Pumps	13,895.65	12,000.00		16,000.00	
04-12-34-34.00	Telephone	1,651.53	1,750.00		1,750.00	
04-12-34-37.01	CLCTN System	977.85	8,000.00		8,000.00	
04-12-34-37.02	Contract Services	1,180.74	4,000.00		4,000.00	
04-12-34-38.00	Testing	4,175.00	6,000.00		6,000.00	
04-12-34-42.00	State Fees	732.50	1,200.00		1,200.00	
04-12-34-50.00	PACIF Insurance	10,574.01	10,355.00		10,500.00	
04-12-34-51.00	Flood Insurance					
04-12-34-55.00	Engineering					
04-12-34-55.01	Sludge Disposal	12,356.99	22,000.00		22,000.00	
04-12-34-56.00	Legal	3,525.80	500.00		1,000.00	
04-12-34-57.00	Audit		1,600.00		1,600.00	
04/12/34/58.00	Grant Expense	65,708.07				
04-12-34-60.01	Sewer Line Repair	395.68	1,500.00		1,500.00	
04-12-34-60.02	Generator		3,000.00		3,000.00	
04-12-34-60.03	Pumps					

Sewer Department
2025 Budget

04-12-34-60.04	Line Flushing		4,500.00		4,500.00	
04-12-34-61.00	Chemicals	9,319.75	12,000.00		12,000.00	
04-12-34-61.02	UV Disinf.	1,799.93	1,600.00		1,750.00	
04-12-34-66.00	Tools	1,316.85	2,000.00		2,000.00	
04-12-34-67-00	Safety Equipment	820.06	500.00		500.00	
04-12-34-68.00	Vehicle Maintenance	746.71	1,200.00		1,200.00	
04-12-34-68-02	Tractor		5,000.00			
04-12-34-68-04	Jetty Trailer					
04-12-34-69.00	Plant Maintenance	19,399.67	12,000.00		15,000.00	
04-12-34-75.00	Depreciation Expense					
04-12-34-79.00	Vehicle Fuel	2,183.77	1,800.00		1,800.00	
04-12-34-80.00	Reserves					
04-12-34-82.01	Interest					
04-12-34-82.02	Bond Interest	12,470.66	26,000.00		26,000.00	
04-12-34-82.03	Sewer Bond Reimburse	110,000.00	110,000.00		110,000.00	
04-12-34-83.00	Service Charge					
04-12-35-90.00 Capital/Bond Transfer						
Total Expenditures		**503,751.59**	**501,740.00**		**544,071.44**	
Total Sewer Fund		**11,423.36**	**(8,740.00)**		**7,928.56**	