

Town of Chester

Citizen Advisory Committee

October 10, 2023

6:30 p.m.

Committee Members Present: Roy Spaulding, Mike Leclair, Vince Buckholz, and Frank Kelley

Staff Present: Det. Woodell, Chief Williams

Visitors Present: Peter Hudkins

1. Organization:

- a. Review agenda.
- b. Other organizational items -
 - i. Approve [08.15.23 Minutes](#) and [09.12.23 Minutes](#)
 1. Minutes approved.
 - ii. Review Robert's Rules of Order for Small Boards (as needed)
 - iii. Purpose and Goals Discussion (as needed)

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

- iv. Other?

2. Citizen's Comments:

- a. Citizen's Comments and/ or Input

3. Sub-Committee Updates:

- a. Citizen Input Form (draft): Frank
 - i. [Digital copy here](#). Paper copy to be available. Discussion. Next steps?
- b. CAC Flood Response Survey (draft): Frank and Vince
 - i. [CAC July Flood Survey](#). Discussion. Pilot the survey. Next steps.
 - ii. CAC at Fall Festival - 2024?
 - iii. 11.15.23 CAC Meeting to the SB. Flood social media before or after?
Survey to be announced at 11.01.23.
 - iv. False Alarm Policy will be on the 11.15.23 agenda. We'll roll out survey.
 1. CERT Information - Joan Grossman, Radio Rob will be assets. PD will be in charge of CERT. The Neighborhood Watch may be involved in CERT. Talk with Wendi.
 2. Presentation details to be discussed at the Nov. meeting.

- a. CAC's role: Read statement. We are NOT in charge of the PD.
 - b. Cross training information
 - c.
 - c. Interview and Personnel:
 - i. Lieutenant Interviews Update: Mike and Vince
 - 1. 10.30.23 Interview Committee (#4)
 - 2. Vince will reach out to Alicia at Chester PD. Roy is still backup.
 - 3. Questions:
 - a. Community Policing and what it means could be asked.
 - b. Mike will share his draft with Frank at Chester.CAC.VT@gmail.com
 - c. Here are the questions: (send directly to CAC members)
 - d. Policy Review: (see below)
 - e. Data Analysis: Frank will keep going with that until CAC Survey
 - i.
 - f. Communication:
 - i. CAC Email Account Information
 - 1. Who has access? FK, Vince, Julie H., and Chief Williams
 - g. Community Awareness: Wendi
 - i. Community Watch: Tabled
4. Policy Review Process: Roy and Vince
 - a. CAC Policy Review Protocol:
 - i. False Alarm Policy: Review, Discussion, and Decision
 - 1. Presentation to Select Board - 11.15.23
 - ii. Use of Force Policy: Read through. Vince and Roy are almost done with the review. Share with the public how it is a split second decision. Potential scenario - Citizen Academy where citizens get the impression of what it is like to respond to an incident.
 - b. Chief Williams shared the various policies that we need to review and we need to check them. We'll put them on a calendar for accountability. Initial focus on the ones that need to be reviewed.
 - c. Chief Williams was at a training with the Bennington, VT PD CAC. Similar format to Chester, VT CAC. Vince will be a liaison and get more information from the Bennington, VT PD CAC.
5. Other items: Chester PD Input
 - a. Chester PD Input to be a standing agenda item.
 - b. All Chester PD Officers are cross-trained with First Responder/ EMT calls.
 - c. Alicia is VEFR trained.
 - d. Off. Randzio is in Firefighter I, in addition to PD and Ambulance certifications.
 - e. Chief Williams will be re-certifying his EMT certification.

- f. Rolling out “Chester Public Safety” on the cruisers and ambulances.
 - g. Community awareness is growing. Full fire engine staff is now available due to cross training.
 - h. Public Safety available from all departments is the goal. .
 - i. Consider a way to enhance PR with all the good things going on?
6. Next Agenda: (November 14, 2023 meeting)
- a. Plan for 11.15.23 Select Board presentation
7. Meeting to adjourn at 7:45PM. Motion by Vince, 2nd by Roy.

Attachments: [VCLT Policies to be reviewed.](#)