

TOWN OF CHESTER  
SELECT BOARD  
Meeting Minutes  
October 20, 2021

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

VISITORS: SAPATV; Chester Telegraph; Robert Nied

***Meeting was held at the Town Hall and via Zoom.***

1. APPROVE MINUTES FROM THE OCTOBER 4, 2021, SPECIAL SELECT BOARD MEETING AND OCTOBER 6, 2021 SELECTBOARD MEETING.

A motion was made by Lee Gustafson to approve the Minutes of the October 4, 2021, Special Select Board meeting as written. Seconded by Jeff Holden. The motion passed.

Leigh Dakin pointed out IOS should be ISO in paragraph one.

A motion was made by Lee Gustafson to approve the Minutes of the October 6, 2021, Select Board meeting as written. Seconded by Leigh Dakin. The motion passed.

Heather Chase did not vote as she was not at either meeting.

2. CITIZEN COMMENTS/ANSWERS FROM PREVIOUS MEETING

No citizens comment.

3. OLD BUSINESS

Time Clock: The new time clock system is now being used by all employees. The department heads will be trained soon on how to use the system. The use of the new system will free up a lot of Cil Mathews' time so she can focus on other tasks.

Budget Process: The budget process will begin in November. Julie Hance explained some towns hold a budget day where all department heads attend to explain their needs. The town manager would then prepare the budget to present to the Select Board at the next meeting. The Select Board decided to break it into two days and split the departments up by how much they need. The first meeting in November will be informational, the second meeting in November will be half the departments, and the first meeting in December will be the second half.

47 ARPA Funds: The town has received half the funds so far. The money can be used on  
48 revenue short falls to offset the budget. Julie Hance is working with the auditors on a  
49 formula. She is not sure yest if the money can be used for the work at the Town Garage.  
50 Public forums will be held in December or early January. The money can be invested, and  
51 the interest can be used for whatever the town would like.

52  
53 The Green: Scott Wunderle was approached by someone that wants to donate benches  
54 and plantings for the Green. The board likes the idea of replacing the old benches with  
55 new ones and would like to see options for plantings. Jeff Holden pointed out there are a  
56 lot of utilities around the Green to consider before planting anything. ARPA money can  
57 be used for outdoor spaces. Lee Gustafson would like to discuss options for parking at  
58 the same time.

59  
60 EMS Compliance: People have complained that Chester’s EMS services are not in  
61 compliance with state law. Julie Hance explained the department is doing exactly what it  
62 should be, and any questions should be directed to her.

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64 4. NEW BUSINESS/NEXT AGENDA

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66 The town has been given 40 conference microphones with speakers to be shared with  
67 Cavendish, Ludlow, Andover, and Chester.

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69 5. EXECUTIVE SESSION: ANDOVER FIRE/AMBULANCE CONTRACT

70  
71 A motion was made by Heather Chase to enter Executive Session for the purpose of  
72 discussing the Andover fire and ambulance contract. Seconded by Lee Gustafson. The  
73 Select Board entered Executive Session at 6:28 p.m. Julie Hance was allowed in.

74  
75 A motion was made by Heather Chase to exit Executive Session. Seconded by Leigh  
76 Dakin. The Select Board exited Executive Session at 7:08 p.m.

77  
78 A motion was made by Lee Gustafson to send a Letter of Intent to the Town of Andover  
79 to provide a contract for fire, ambulance, and dispatch services with a cost of \$55,754.67  
80 for the calendar year 2022- 1/1/2022 to 12/31/2022. Seconded by Heather Chase. The  
81 motion passed.

82  
83 6. ADJOURN

84  
85 A motion was made by Jeff Holden to adjourn. Seconded by Lee Gustafson. The meeting  
86 adjourned at 7:14 p.m.

87  
Amie O’Brien  
Secretary of the Select Board  
Lee Gustafson  
Clerk of the Select Board