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TOWN OF CHESTER
SELECTBOARD MEETING
November 15, 2023, Minutes

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Board Members Present: Lee Gustafson, Arne Jonynas, Heather Chase, and Peter Hudkins at Town Hall. Absent: Arianna Knapp.

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Staff Present: Julie Hance, Town Manager, and Preston Bristow, Zoning Administrator and Town Planner, at Town Hall; and Susan Bailey, Recording Secretary, via Zoom.

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Visitors Present: Cathy Hasbrouck, Hugh Quinn, Roy Spaulding, Mike LeClair, Chief Tom Williams, Polly Montgomery, Kathy Giurtino, Matthew A. McCarthy, and Steven Vertefuelle at Town Hall; and Travis Thompson, Jerene Slovinsky, Barre Pinske, Edward Grossman, Tim Roper, Evan Parks, Rob, SAPA TV, and Chester Telegraph via Zoom.

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Call to Order

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Chair Arne Jonynas called the meeting to order at 6:31 p.m. with the pledge of allegiance. He welcomed everyone to the meeting, and noted the first part would be a hearing. He asked those in attendance to sign the sign-in sheet.

Agenda Item 1, Hearing re: Proposed Amendment to Unified Development Bylaws

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Arne said the Planning Commission had been busy for the past two years and Preston Bristow, Cathy Hasbrouck, and Hugh Quinn from the Commission were in attendance. Tim Roper and Barre Pinske, also members, were by Zoom. Arne read from the Public Hearing Notice, “The principal purpose of the proposed development bylaws amendment is to implement reforms required by Act 47 known as the “Housing Opportunities Made for Everyone” or HOME legislation, to implement the recommendations in “Enabling Better Places: A Zoning Guide for Vermont Neighborhoods” published by the Vermont Agency of Commerce & Community Development, to better define uses including art studio and/or gallery, club, and bar/tavern/pub, and to enable the approval of food trucks, food carts and food stands.” Arne said the changes would affect a lot of the town.

Hugh Quinn, Planning Commission Chair, said they were in the process of updating the Unified Development Bylaws and had been for about two years. It was something done when updating the town plan. The town plan was updated, and the commission engaged the services of Mount Ascutney Regional Commission to help them. For the past year, different sections of the bylaws had come before the Selectboard for approval, and this was another. Hugh referenced the map that had been provided in the meeting packet and said it represents areas served by water and sewer today, largely, and when they decided to take on this project, they agreed to begin in the middle and work their way out. The districts they would be discussing were the ones in color except for Open Space, which had already been adopted. They would discuss the village districts, all of which were served by water and sewer but would not discuss the rural districts at this hearing.

Hugh provided background of what was driving these recommendations. There is a lack of housing, including work force housing and the housing stock in Vermont is the second oldest in

1 the country. Hugh said the factors in play were the age of the housing stock, economic development
2 in Chester, why people wanted to move here to work, what kind of housing they have and what
3 kind is needed, and Hugh expected the Housing Commission would address it. Another issue is
4 the wealth inequality in the United States and the fact that it's hard to make a living wage and find
5 housing. There is some need for federal and state incentives to make building affordable housing
6 profitable for builders. Short-term rentals were also a factor. These factors need to come into focus
7 to solve the housing crisis and the zoning bylaws are only one element. By changing the bylaws
8 now, when an opportunity is presented to build more housing, they won't stand in the way.

9
10 They are reducing lot sizes, setbacks, and making multi-family housing permitted in most districts.
11 Single family zoning is a thing of the past and they believe in Chester, where there is access to
12 water and sewer, they should do more to allow denser housing.

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14 Hugh asked if there were any questions before he went further. Peter said when they started to do
15 the map, he was still on the Planning Commission. There was no clear picture until the waste
16 management was done about where the true sewer access is. To determine where sewer is
17 available, he went back through the billing, and they don't know the sewer capacity at this point.
18 They are allowing them to be a permitted use, but the Home Act does allow them to deny a permit
19 if there's an issue with capacity. Lee asked if it would only affect development on the outskirts
20 and Peter said there were districts, like Village Green, that principally allow for a smaller lot size
21 if you connect to water and sewer. The sewer system was designed in the late 60s and it was over
22 50 years later. Peter said it would impact their capacity. Arne said the impact on the sewer would
23 be addressed in the future because it would need revamping and, if he remembered correctly, they
24 are at 80% or 90% of the capacity so there was still wiggle room. Peter said it wasn't so much that
25 but line sizes that restricted how much could be added and would be a bigger expense than the
26 plan. Peter was highly in favor of it but wanted them to know the risk. Arne said as far as
27 infrastructure, capacity and capabilities, there would be a lot of issues moving forward. Peter said
28 a 5-unit was permitted. Arne said it would be an issue if there wasn't the capacity and Peter agreed.

29
30 Arne knew the area outside of town near the motel was being changed to mixed use and had been
31 adaptive. Hugh said it was an oddball zone that may have been created because of the Armory and
32 because there's no sewer and only water there, mixed use seemed appropriate.

33
34 Hugh gave a PowerPoint presentation which is attached to the minutes. He went over each zone
35 and noted lot sizes were shrinking, setbacks were shrinking, and lot coverage was increasing, and
36 they were adding more uses to each zone, many of which were conditional.

37
38 For Village Center, Hugh said they relied on Regional Planning to help them put things together
39 that worked. A lot size changed from half an acre to one-eighth an acre wasn't big enough for large
40 setbacks and a building. Julie asked if there was consideration to firefighting abilities and
41 emergency services with only a 5-foot setback since there could potentially only be 10 feet between
42 buildings. Hugh said it wasn't discussed specifically but thought the setbacks in the Village Green
43 were smaller and Julie confirmed they were and noted it was the worst nightmare for firefighters
44 and was concerned if this was allowed throughout the village and apologized for not catching it
45 sooner. Preston said it was a concern and that more and more buildings are being sprinkled which
46 helped and Julie agreed but as with the Adams Funeral Home burning, they know not all are.

1 Preston said they did not have a specific conversation with the Fire Department but all the buildings
2 weren't that big and they could get a fire truck in the back of them. Lee asked if they had made a
3 site visit to see how it would impact the properties. Lee knew some buildings in this district were
4 closer than 5 feet and referenced the two houses next to the library. Julie agreed. Lee wondered if
5 they looked at some of the properties and what it would physically look like if they reduced the
6 setbacks. Hugh said they didn't look at properties in the different districts with respect to it but
7 said it didn't change any of the structures that were already there which were likely much wider
8 than 5 feet for setbacks. This would just allow for structures to be created with 5-foot setbacks,
9 and Hugh didn't think it was something to worry about. Preston added that there was special zoning
10 for buildings with no setbacks, which was what some people were calling for. A 5-foot setback
11 would allow for a 10-foot corridor and for mowing of grass, putting a ladder up to paint or repair
12 walls, and would also eliminate roof overhangs competing and throwing snow on buildings. Hugh
13 said this zone would allow for homes with 3 or 4 units in them, which was previously not allowed
14 or a conditional use. Conditional use would now be a 5-unit dwelling. Food truck had also been
15 added. Arne asked if food truck included cart and Hugh said the definition in the bylaw included
16 cart. Lee asked what a club was under conditional use. Hugh said previously club was combined
17 into a single definition which included pub, tavern, and bar and this new definition separated club
18 out. Julie read the definition of club, which included, "an association or organization dedicated to
19 a particular interest or activity for the purpose of these 5 bylaws, this use category includes such
20 clubs as The American Legion or a Polish American Club, etc., but it does not include adult-
21 oriented venues, e.g., strip clubs." Julie thanked them for that. Arne said page 5 was club. Hugh
22 read the definition for bar, tavern, pub, which was "an establishment in which alcoholic beverages
23 are served, primarily by an individual drink portion size, where food or packaged liquors may be
24 served or sold." Heather asked if arts and entertainment and art studio or gallery says an
25 establishment used to produce, applied to someone who took an art class and started painting in
26 their home. Hugh said no and further explained if someone paints and sells their paintings out of
27 their home, it will fall under home occupation. If they wanted to hang a shingle, hire some people,
28 and call it an art studio, it would be a studio or gallery. Lee went back to the definition of pub/bar/
29 tavern and said packaged liquors being served or sold sounded like a liquor store and not a pub or
30 tavern. Arne didn't think it was legal in Vermont for packaged liquors to be sold in a bar. Hugh
31 thought the language was written that way because he knows certain restaurants or bars where
32 food and drinks may be ordered to go for takeout. Lee thought it should be a closed container.
33 Arne recollected there was leeway during COVID and Julie thought it had been carried through.
34 Heather thought takeout could include a bottle of wine and Julie thought it fell under the
35 establishment's license. Julie offered to have Debbie get clarification from the Department of
36 Liquor Control if they thought it would be helpful. Lee was just curious, and his concern was the
37 language "packaged liquors." Hugh said they didn't remove any uses in this zone. The only
38 concern Arne thought they had was the setback because of the Fire Department but thought they
39 were all on board with everything else in Village Center.

40
41 Mixed use, previously called residential or commercial, and a small piece of adaptive was the next
42 zone. Mixed use was a more common term used for this type of zone. This also reduces lot sizes
43 and setbacks and increases lot coverage. Because it is a mixed use district, a residence could be
44 next to a business. When a commercial operation abuts a residence, the setback is 30 feet. Two
45 residences next to each other dictate a 15-foot setback. Arne asked if the residence was 15 feet,
46 and the business was 30. Lee wondered how that would apply to a change of use by a building.

1 Preston said it was an interesting question and the bylaw already had that dichotomy and he had
2 been with Chester two years and hadn't struggled with it. The same discussion came up for
3 buildings that are exempt for agriculture and change. Preston said if there was a change of use,
4 they wouldn't deny it because the building was too close. Arne said it would be a factor under
5 conditional use and Preston agreed. Heather liked that commercial storage units and heavy
6 construction trades were removed. Lee asked what heavy construction trades included. Hugh said
7 heavy construction trades and construction, or something overlapped. Heather read the definition
8 for heavy construction trades from page 11, "includes but not limited to earth moving, excavation,
9 trucking, and paving." Peter said it got added to building and construction trades. Heather thought
10 because it was decreasing setbacks and expanding the footprint, it may not be conducive to heavy
11 construction. Preston said they added excavation and contractor storage yards under the definition
12 of building and construction trades and did away with heavy construction because they felt it was
13 inappropriate in the village districts. Julie said the separation came in 2007 with the O'Neil Gravel
14 Pit and the addition of heavy construction came by voter approval. Lee wondered if heavy
15 construction trades were anywhere else in the bylaws because he was concerned about building
16 and construction trades including but not limited to plumbing, electrical, carpentry, painting,
17 masonry, roofing being included as they were innocuous to him compared to running an excavator
18 and crushing gravel. Lee thought lumping them together was a stretch and seemed to him there
19 should be a division between someone running a small business out of their house and not doing
20 the work at their house, compared to someone doing autobody work at their home or crushing
21 gravel and saw it having more impact on a neighborhood. Heather thought they should support a
22 roofer who used their home as a base and didn't see an excavator doing work on their lot but having
23 heavy pieces of equipment in their front yard. Arne thought that would apply to conditional use
24 and that many small businesses in town start out in an area not conducive to their growth but on a
25 small scale is a good incubator for a business to start like that. Lee said the biggest cost associated
26 with starting a business is setting up shop and if it could be done without annoying the neighbors,
27 it was something they should support. Preston said not all the definitions were included in their
28 pack and the one for extraction operations was still there. Preston said when they say excavation,
29 they are thinking of someone who does concrete forms or something similar and contractor storage
30 yards entailed having a bulldozer, bucket loader, and crane or similar equipment. Hugh called
31 attention to the Excel spreadsheet that would provide answers to their questions that weren't
32 included in the summary slides which were the net changes. Lee thanked Hugh and found it
33 helpful. Arne thought the volume of information may need to be digested over two meetings. Peter
34 said if they looked at building and construction trades and then looked at the map, a lot of
35 surrounding Chester and things including that used to be a gravel pit and where there were building
36 trades have become neighborhood, so the use was no longer allowed. Arne agreed. Peter
37 understood the intent of the neighborhoods but if they started taking the larger parcels, they would
38 limit what could be done with them. Arne said it would come up when they got to Neighborhood.
39 Hugh said because some of the terminology was similar, it warranted clarification and said it was
40 the Mixed Use zone and one of the conditional uses was multi-purpose, which allowed a single
41 building to have more than one use and was similar to what they saw in the Village Green where
42 they could have a business below and apartments above. In these zones if a building could serve
43 multiple uses, they would allow it as a conditional use.

44
45 For General Business, which had been called commercial industrial, had a similar story on lot sizes
46 and setbacks as the previous zones. Living in this district will require going through the conditional

1 use process. The other zones allow dwellings, but this one only allows them as a conditional use.
2 Arne asked why and Hugh said it was the one zone they were trying to suggest was where all the
3 business goes. Peter thought the biggest reason was there was no sewer in the district as it stopped
4 near Suburban Propane. Julie said they were properties that abut the rail so they were where light
5 industrial would want to be focused. Hugh noted that home occupation had been added as a
6 permitted use to make it clearer than the current bylaws. Hugh said it could be the same for things
7 allowed such as childcare, due to state statute. The only thing that had been eliminated was heavy
8 construction trades. Hugh noted things in red in the Excel sheet were things that weren't there
9 before, but they were now proposing.

10
11 In Stone Village, parts of it had both water and sewer and some one or the other. When sewer is
12 absent, it changes what can be done with lot size. Lot size was 30,000 square feet or about $\frac{3}{4}$ of an
13 acre and if there were both water and sewer, it was $\frac{1}{5}$ of an acre. Permitted was a multi-family
14 home. A home with 5 or more was a conditional use. Food truck, restaurant, and open market had
15 been added to the district. Arne wanted to know if when this was adapted and there was something
16 in the neighborhood that no longer conformed, did it become a legacy use. Preston didn't believe
17 the bylaw change would create non-conforming uses that were conforming now. Legacy uses
18 generally are outside of this area. There was recently a Development Review Board hearing about
19 the old town farm inn on Route 10 and legacy was a great tool to let it come back. Arne asked if
20 small construction trade was removed from Stone Village and Hugh said it didn't have it but
21 thought it may be an error in the slide. Peter said building and construction trades isn't in the
22 current bylaw, but a home business was allowed. Arne thought that made a big difference. Lee
23 said the map showed parts and parcels in Stone Village that were included but wondered how it
24 was handled. Hugh said there were scenarios where a lot was split by a zone boundary, and he
25 thought the zoning goes by where the structure is. Preston said some towns have complicated
26 formulas, but Chester's was simple and said whatever side of the line that you're proposing a
27 building or activity is subject to that district. Preston said generally they try to follow property
28 boundary lines. Lee noticed someone put a solar array in Stone Village on the part of the parcel
29 that's not Stone Village, but the house was. Lee wondered if ground mounted solar rays were
30 allowed in the non-Stone Village district, they wouldn't need to do anything. Preston agreed. Lee
31 thought not having a line was arbitrary and asked if someone challenged part of a property not
32 being part of the Stone Village, how Preston would arbitrate it. Preston would scale it off the map
33 and said they originally had planned the Stone Village to follow property boundaries on the North
34 side and one of the landowners felt quite strongly they should revert to what is currently the line,
35 which was just a certain distance from the road. The input was they wanted the Stone Village to
36 be compacted and a larger zone. Lee couldn't see any other way to deal with it but could see some
37 arguments. Preston said they try to follow logical lines, but the bylaws say one of the things Preston
38 does is interpret the line and if someone disagrees, they appeal to the DRB.

39
40 For Neighborhood, the current map has two different districts for what is largely residential, both
41 $\frac{1}{2}$ acre and acre. They felt it would be clearer and simpler to combine Residential Districts 20 and
42 40 into a new district called Neighborhood. Neighborhood has some lots on both water and sewer
43 and some on only one of them. Multi-family houses are permitted and food truck and restaurant
44 were added. They also created language that contained the size of the restaurant so there wasn't a
45 huge chain restaurant. They removed building and construction trades, but Hugh wasn't sure they
46 were there originally. Arne questioned them being removed from Neighborhood yet allowed in

1 Village Center which was denser. Peter said Neighborhood doesn't look at parts of Route 11 West
2 or 103 North where a bigger restaurant could go and thought it was necessary to look at the map
3 while designing the zone. Arne realized a lot would be covered by home occupation or home
4 business but not uses that should be. Lee noted the district included the two solar fields in town
5 and thought it didn't make sense to add them to Neighborhood. Peter said it was because there was
6 water there and if they wanted to extend sewer up from Stone Village, it would probably be
7 reasonable. Lee thought they were bisecting or trisecting parcels to be included in the
8 Neighborhood District. Julie noticed the property where the gravel pit is now was included and
9 excavation was removed from Neighborhood, so it would limit the Town from expanding its pit if
10 necessary and she wondered if that was intentional. Arne said that was a good question and they
11 may be shooting themselves in the foot. Julie said they may not expand and decide to put housing
12 there but that wasn't known today. Peter said there's water and sewer there and Julie understood
13 but that didn't mean they would never want to extract gravel there. Peter said Act 100 would apply
14 there and Julie said she wasn't required to subdivide and was only protecting future use of the land
15 because they don't know what that future use will be. If all the studies on housing come back and
16 say the site isn't feasible, the town wouldn't have the opportunity to expand its gravel pit. Lee
17 agreed with Julie and recommended they remove the parcel from Neighborhood. Peter said the
18 state would require them to subdivide it to 1/5 of an acre and was the curse of Act 100. Tim Roper
19 thought Julie had a great question and said if they wanted to put housing there and didn't have the
20 lot sizes they wanted, they would need to change the zoning line and if housing wasn't put in and
21 they wanted to expand the gravel pit, they could make the change at that time. Tim said he saw it
22 as a catch 22 and Julie agreed. Tim thought they could propose a change later. Lee thought they
23 shouldn't box themselves in and his recommendation was to remove the high school and town
24 property from that district and discuss it later. Arne and Lee asked where they would go if they
25 weren't included, and Hugh said they would be included in a rural district they hadn't named yet.
26 Peter read from Act 100, "In any area served by municipal water and sewer, infrastructure that
27 allows residential development, laws shall establish the building lot dimensions that allow 5 or
28 more dwelling units per acre." Peter said the state put the finger on them and it was one of the
29 unintended consequences. Arne said they were highly recommending it but couldn't make them
30 do it. Julie hoped that's where housing took place but didn't want to limit their options if housing
31 didn't happen there. Arne thought in some worlds, small gravel pits co-exist in a residential
32 neighborhood, and it happens all over Chester. Barre Pinske agreed with Tim that it was one of
33 those things that doesn't matter what the language is now because they could modify it later. Barre
34 didn't see it as that big of a hurdle. Julie realized they hadn't yet looked at rural zoning but
35 wondered if there would be zoning districts that allowed excavation or extraction because they
36 couldn't take a parcel and suddenly add a conditional use in a district that doesn't allow it because
37 that would be spot zoning, which is illegal. Preston understood and said they had chosen to wear
38 blinders when they did the process and hoped to deal with the rural districts in January. Preston
39 thought it was likely that extraction would be allowed in the rural districts and noted in a previous
40 bylaw change the Selectboard had already approved, they added some extra ability in the PUD
41 process for the DRB to increase densities for affordable housing so it could still be a way to get
42 there if they removed the two parcels from Neighborhood. Preston said they included them because
43 of the affordable housing opportunity but Julie had brought up a good point. In Julie's experience,
44 it's easier to flip a property for affordable housing than for extracting gravel. Preston also thought
45 Peter's point was good, but they had the ability through the PUD process to do it and didn't think
46 they would run into trouble with the state. Lee said because of all the trouble they had gone through

1 to be allowed to extract the gravel, he agreed with Julie’s suggestion to exclude it from
2 Neighborhood for the time being. Arne agreed they needed to look out what was best for the town.
3

4 Arne’s two concerns were the discussion they just had about the gravel pit in Neighborhood and
5 the 5-foot setbacks in Village Center for firefighting concerns. Hugh added the only other one he
6 heard was a possible discussion about whether building and construction should be in
7 Neighborhood. Arne wondered if the board wanted to have another hearing to discuss the issues
8 and suggested at the next meeting, they nail down the four points raised: the setbacks in
9 Neighborhood, the construction trade, the gravel pit, and the five-foot setback and pass it back to
10 the Planning Commission to change it. Peter said he would add Route 11 West and 103 North
11 which were both in Neighborhood and where a larger restaurant could be. Arne thought it was
12 difficult to draw lines through a town with so many different variables as far as lot sizes, utilities,
13 and infrastructure without chopping it up. Arne said they would be sure to discuss it all at the next
14 meeting. Lee asked if they present their questions to the Planning Commission at the next meeting
15 or ask the Commission to fix it. Hugh didn’t think they needed to provide answers, only the
16 concerns and they would explore the solutions. Preston said it was an extra 15 days they would
17 lose by waiting and he didn’t think most of the issues were difficult to deal with. Preston said
18 Route 11 West and 103 North could require more discussion to solve. Julie suggested the board
19 recess the hearing and come back with recommendations when they’re ready. Preston thought they
20 could do it. Arne said sometimes it was hard to get consensus between two boards but thought they
21 were all on the right path and thanked the Commission for all their hard work.
22

23 Heather moved to recess the hearing regarding the proposed amendment and Peter seconded the
24 motion. If they are unable to attend the meeting on the first Wednesday in December, let Julie
25 know. A vote was taken, and the motion carried unanimously.
26

27 (Hearing recessed at 7:57)
28

29 **Agenda Item 2, Additions or Deletions to the Agenda**
30

31 There were none.
32

33 **Agenda Item 3, Approve Minutes from the October 18, 2023 and November 1, 2023**
34 **Selectboard Meeting**

35 Lee moved and Peter seconded a motion to approve November 1st meeting minutes. Lee had a
36 change on page 9 of 14, line 27, Kate Martens’ name was misspelled. A vote was taken, and the
37 motion carried unanimously.

38 Lee moved and Peter seconded a motion to approve the October 18th meeting minutes. There were
39 no changes, and the minutes were approved as written.

40 **Agenda Item 4, Citizens Comments/Answers from Previous Meeting**
41

42 Kathy Giurtino questioned why unhosted STRs weren’t included in the zoning changes. Arne
43 thought it was part of the discussion regarding STRs that was ongoing with the Board and if they
44 decided it was option to pursue, they would add it but including it now was premature until the
45 Board decided, with the help of the Planning Commission, what direction they will take during the

1 6-month moratorium.

2 **Agenda Item 5, Old Business**

3
4 Report given by the Town Manager, Julie Hance:

5 6 Solar Fields

7 Arne, Lee, and Julie met with Mike Curtis, a contact through Arne, who is helping to formulate
8 the ROI for a potential purchase of the solar field. They finally received the contracts from St. J.
9 Academy and the Town of Pittsford and Mike is reviewing the information.

10 11 Carport for PD

12 They met with the DRB and there was no opposition and should get the permit soon. They are
13 hoping to pour concrete this winter.

14 15 Yosemite Fire House

16 In early December, Adam from Arcadia Restorations will be removing the windows from the
17 Academy and will take the sashes to his shop to restore them. The windows will be boarded up
18 until they are reinstalled in the spring.

19 20 Flood Recovery

21 Projects are continuing to be submitted; no towns are seeing money flow yet but should start soon.
22 It looks like FEMA reimbursement will be 90% instead of 75% for Chester and there are
23 discussions about 100% reimbursement if the President approves. 90% looked like a definite which
24 was what was received during Irene. Flood expenses are currently at \$1.7 million. To date, they
25 have been able to use their own cash flow, which will become a problem around February. The
26 bond bank has a program they are looking to approve at their board meeting tomorrow which
27 would provide interim financing at 1.3%. If it's available, Julie will snatch up. It's brand new and
28 must go through its channels. At the beginning of January, Julie will come back to the Board about
29 cash flow. Arne asked what the timeframe was for FEMA and Julie wasn't sure but said once it
30 started flowing, it would flow and would be great if it happened by January. Julie said their last
31 TAN had an interest rate of almost 6% so 1.3% from the bond bank would be great.

32 33 Library

34 They have been meeting with the library and the biggest issue they are looking for is retirement
35 packages, which is an easier conversation. Donna Hudkins was able to learn from the Department
36 of Libraries that Vermont Municipal Retirement has a carve out for libraries who receive a
37 minimum of 50% of their funding from municipalities, and their employees qualify for VMRS.
38 For the two librarians Chester has now, it would equate to \$5,200 annually. The trustees have voted
39 and will proceed with VMRS for their employees and to have it in effect by July 1, 2024, they
40 need to get moving now. Julie said they will need to send their minutes right away. It would be
41 \$2,600 for 2024 and \$5,200 per year going forward. Julie wanted to know how the Board felt so
42 she could convey it to the library. Heather and Arianna have been meeting with Julie and members
43 of the library board and there was a lot of discussion. It was health insurance and then other benefits
44 at one point and then it came out that it was retirement. Heather said if they had another solution
45 that was straight forward was much easier than having a lot of lawyers figure out how to change
46 the law which would take time and a lot of work. From Heather's perspective, she thought boosting

1 the employee benefits was a simpler solution and keeps the structure of the library independently
2 running and the Board of Directors separate. Heather thought the whole committee felt that was a
3 far better solution for the library and the town. Heather expected they would give the Board a
4 rundown of what they were thinking in January. This seemed like a simpler approach to the
5 problem than a long-term solution that would take a lot longer and cost a lot more money. Per
6 Heather, Arianna was in most of the meetings and was sympatico with Heather and Julie about
7 what was best for the town. They agreed this was the best and easiest solution. Julie agreed.
8 Heather said things like PTO and sick leave were still under the Board of Trustees of the library.
9 Heather added that if they receive retirement, their benefits will be more in line with those of other
10 town employees and equalize it. Heather thought Arianna agreed, and Julie confirmed she had.
11 Julie didn't want to give the trustees false information and was asking the Board for their input.
12 Heather said because of the deadlines for the retirement account, they wanted to bring it before the
13 Selectboard today. Julie said when the library presented their budget to the Selectboard, they would
14 ask for an increase. Arne asked how the other board members felt. Lee asked if they were currently
15 providing 50% or more of their budget and Julie said they were but didn't know the percentage
16 offhand, but VMRS would do the calculations. Peter recused himself because his wife is the
17 Library Board Chair. Arne said it was a small town and Peter added it was a small house. Julie
18 said the Board being in general agreement, she had enough to go back to the library board.

19
20 **Agenda Item 6, Adopt Amendment to Unified Development Bylaws**

21 No action taken.

22
23 **Agenda Item 7, Short Term Rental; continued discussion re next steps**

24 Preston presented the data related to the STRs, which included: 49 STRs registered to date, so the
25 town has received about \$12,000; 3 newly identified, which they've sent a first letter to; 5 who
26 were previously identified and have been sent a second letter; 6 who have not responded to a first
27 or second letter and are in violation and subject to fines, but Preston was going to contact them
28 personally to find out why they haven't registered and thought 2 of them may not have received
29 the mailings; and 5 who are renting for less than 14 days per year, which met the state definition.
30 There are 68 true short-term rental units in Chester, currently. Granicus keeps sending them
31 monthly reports which say there are 85 units advertised, but Preston said 17 are either exempt as
32 tourist lodging or inactive with an ad up but not renting. Some say the last owner advertised and
33 they are unable to remove the ad. Of the 49 registrations to date, 14 are hosted and 35 are unhosted.
34 In the beginning, Preston thought it was 25% for hosted and was currently at 29% which didn't
35 surprise him. Arne said they are coming to a point where they need to decide whether to act and
36 how they want to handle short-term rentals in general. Arne had ideas but wanted help and
37 consensus from the rest of the board as to how they wanted to address them. The trouble Peter
38 saw with a conditional use was in six weeks, anyone could obtain a short-term rental and felt they
39 should own the property for two years and be part of the ordinance. Arne thought two years was a
40 great idea but also thought it should be a conditional use, so neighbors had input and possible
41 conditions such as parking should be met. Arne thought it should only apply to new STRs and not
42 current ones, as those were legacy uses, and that people should have input on unhosted STRs
43 because it was a business and required to jump through the same hoops as any other business. Lee
44 asked where the 49 short term rentals are located and to Mrs. Giurtino's point, it seemed like
45 several in one neighborhood were an issue, but those scattered around town weren't to him. Preston
46 thought they were at a point where they could provide a lot of good data and to him, the Stone

1 Village was uniquely vulnerable. Heather had been asking if in the data, they could see the
2 percentage of homes using it. Heather didn't think 68 STRs was 8%, so she wanted to see
3 percentages. Preston said if they counted the total number of residential units in town, it would be
4 4%, but it included apartments and mobile homes and dwellings that wouldn't likely be short-term
5 rentals. If they counted the total number of homesteads through Vermont Tax, it was 8%. Preston
6 said they can hone it down more accurately and Heather wanted to see. Arne said eventually, they
7 would need to decide which could be to do nothing. The moratorium is from October 1st through
8 March 31st, but as Arne pointed out, it could be extended or shortened. Heather agreed with Peter
9 and wouldn't oppose a 2-year moratorium and having it as a conditional use. Peter said a
10 conditional use would take a while to work out and Arne said it would be part of the process of the
11 hearing that was just had. Julie suggested it only be a conditional use in certain districts and warned
12 against backlogging the DRB in a major way. Arne thought that went back to legacy use and would
13 only apply to new ones. Heather suggested a conditional use for Stone Village and Julie said that
14 was what she was suggesting. Heather suggested rolling it out slowly because she didn't know the
15 math and wanted to see. Heather thought Stone Village may be a concern and not other places.
16 Lee said that was his point and he didn't like to legislate and liked the market to work itself out
17 but there are areas worth protecting and he would also be comfortable with a 2-year or 1-year
18 moratorium, so people didn't come in and do whatever but also thought it didn't need to be across
19 the board. Lee thought if someone purchased property and were relying on that income to help pay
20 for it and were out in the sticks, people wouldn't care but on the other hand, there were areas in
21 town worth protecting and ensuring vibrant neighborhoods and not a plethora of STRs. Arne
22 thought it would be helpful to nail it down some more for the next meeting. Arne thought some
23 would work with an ordinance and some with bylaws. Peter wasn't opposed to a limit. Arne said
24 there were details to work out and Heather said that was where the percentages would be useful.
25 Arne said it was important to get the discussion going. Heather thought they had been proactive
26 and weren't deciding without data. Per Julie, the next meeting's agenda was shorter, so it would
27 allow for a robust discussion.

28
29 Hugh said what he was hearing made sense but suggested once the Selectboard decided what they
30 wanted to do, the Planning Commission could look at it so they could understand what
31 implementing it would mean. The Selectboard members thought that was a great idea.

32
33 Polly Montgomery hosts an Airbnb in the Stone Village. She questioned conditional use and
34 wondered if it was legal for them to prohibit someone from renting out their home as a short-term
35 rental. Preston said what Peter referred to was if it was a permitted use in the district, conditional
36 use review could ask questions like if there was enough parking, and about noise but it was difficult
37 for the DRB to not allow it. Preston didn't think conditional use review was a guarantee for
38 neighbors to get it denied if they didn't like it, so it may not be the best tool. Polly thought the
39 registration was great and she felt that safety was a huge issue. She just attended a Vermont STR
40 Alliance conference and safety was the biggest issue. If people must register and have an
41 inspection, it will help control what is going on. If everyone were to join the alliance, they would
42 police each other. Polly thought they could police one another, which they do in her neighborhood,
43 and she liked the idea of limiting them in Stone Village because it benefits her. Polly thought
44 Vermont Public's podcast on STRs was good, which Preston was a guest on. She encouraged them
45 to work on the Granicus hotline, so people could report issues and encouraged them to work on it
46 or switch to another company. Preston said the hotline wasn't active, but Granicus' agreement

1 would end soon, and he anticipated they would change providers and Julie agreed. Arne asked
2 about the podcast. Preston was invited as a guest, and he had suggested inviting Lisa from
3 Killington and both were on Vermont Public. Preston said the phone lines lit up and it was both
4 sides and interesting.

5 **Agenda Item 8, Citizen Advisory Committee Presentation/Update**

6 Chief Williams, Roy Spaulding, Frank Kelley, and Mike LeClair were present. Frank Kelley said
7 Vince Buckholz and Wendy St. Germain were unable to be present. The purpose of the committee,
8 which was established by the Selectboard, was to act as a resource for the Town of Chester and
9 the Police Department to assist in the formation of strategies, development of community policing
10 concepts, increasing public awareness, furthering engagement and transparency efforts and
11 helping to identify the best practices. The committee was intended to provide a forum for
12 discussion concerning community issues and the goal was to have a broad spectrum of viewpoints
13 represented. The committee meets on the second Tuesday of every month. Currently they meet at
14 6:30 p.m. but may move to 5 p.m. Agendas are posted, and Frank thanked the Town Hall folks for
15 that. They are not an oversight board. They have been working on a community input forum for
16 the July 2023 flood response and the survey is ready to go, which they will provide to a variety of
17 local media to gather information from the community about their experience during the flooding.
18 They will share data received with the Police Department and emergency services, and Selectboard
19 to identify trends and be better prepared. Once the survey is out and shared with the public, they
20 will collect data through the end of the calendar year. They have several different subcommittees
21 at work: interviewing, communications, data analysis, community awareness, and policy review.

22
23 Roy Spaulding said they had been working on the false alarm policy and the information they gave
24 the board had been going on for 10 years.

25
26 Arne asked about the committees and Frank Kelley said they had a resignation from a committee
27 member and had yet to get the data subcommittee going but intended to look at data from the
28 police department and emergency services to explore other ways they can provide services to the
29 community. The committee has only been in existence for 6 months and is looking at ways to be
30 better organized and serve the community. Arne asked if youth had become involved as they had
31 previously talked about a school resource officer and was curious if the committee was looking
32 into involving youth in town. Frank thought it was a great idea and would be happy to take it on.
33 Arne said the Chief had discussed last time that it was on their radar and Arne thought with the
34 issues of substance abuse and other problems, having this component would be help if people were
35 interested. Frank offered to send Arne the newly created community input form. Heather found it
36 exciting because the committee had been in the works for years and they were finally there. Frank
37 said they had the next round of projects coming up. Mike told Arne that implementing something
38 in the schools fell under community policing and they will discuss those issues but don't want to
39 be involved in the final decision. Peter attended two of their meetings and the amount of work they
40 are trying to accomplish monthly is impressive and going through the policies line by line is a lot
41 of work. The Board members thanked the committee for their work. Arne welcomed them to share
42 with the Board anytime and noted what makes Chester the town it is are the volunteers.

43 44 **Agenda Item 9, False Alarm Policy; Discuss and Adoption**

45 Chief Williams said the purpose behind the alarm policy was to offset the number of false alarms
46 they receive, which cost the taxpayers money. The cost to respond each time is the same. Many

1 homeowners are out of state. The policy is when it's a false alarm because there is a problem with
2 the system, the owner needs to have the system looked at because it is costing taxpayer money to
3 respond. The police have a hard time reaching many of these owners to pay attention to their alarm.
4 Police alarms for this year, 99% of which are false to some extent, and out of the 58 alarms, repeat
5 locations alone are 15% to 20%. At 6 locations out of the 58, they responded 4 times or more for
6 the same residence. Arne asked if they break down the 58 to year-round residences or empty houses
7 and the Chief said they respond to all alarms. The most recent alarm was Monday at the Jiffy Mart
8 for a panic alarm. Arne asked if most of the residential alarms were full-time residents or seasonal
9 and the Chief said it was a mixed batch, but the majority were probably seasonal, which creates an
10 issue contacting someone to address it. The Chief noted there is a town residence where they had
11 multiple alarms and took the initiative to contact the alarm company to have it disabled until it was
12 looked at. The alarm company dropped the ball, and the police were called out the next day to
13 another false alarm and the owners got back to them and said it had been disconnected and would
14 stay that way until the problem was fixed. That's what the department is looking for so they're not
15 wasting fuel and time, which for a false fire alarm involves a truck with four or five firefighters in
16 addition to the police officers which costs the taxpayer money. The Chief said the idea behind the
17 policy was to provide some teeth. There is a nominal fee of \$25 to register because they must keep
18 records and maintain them. If they are not registered with the VSP, they will not respond to an
19 alarm. Arne asked if there was any liability to the VSP for not responding to an alarm and the
20 Chief said there was not and the paperwork they complete says they are not legally obligated to
21 respond. If someone calls 911, that doesn't cancel the police response and only applies to alarms.
22 Heather asked how they compare to other towns who have enacted similar policies because \$500
23 was a lot. The Chief said it was comparable and they used another police department's policy as a
24 template. Heather asked how the rates compared and the Chief said those were the rates around
25 Chester. Lee referenced the second page of the ordinance stating a fine for a false statement by an
26 alarm company employee making an onsite inspection and wondered if it was going to the
27 homeowner or alarm company. The Chief said all the fines and fees are imposed on the homeowner
28 who has the responsibility to deal with their alarm company. A false statement is an alarm company
29 stating it's been fixed or taken care of when they haven't shown up at the scene. Lee asked if there
30 was another policy relating to other emergency services, such as repeated brush fires. The Chief
31 said they can be fined by state statute by the Fire Warden. Julie said they don't do it often but have.
32 The Chief said their goal is to work with someone but without a consequence behind it, sometimes
33 it's like talking to a wall. If they're only at their house every 5 years because they own multiple
34 properties, it's not the response the Police Department wants. They want a simple fix and that's
35 why the policy is needed. Peter read it through and said it was a good education for him and said
36 they defined the terms, with which he had no issue. Arne was also fine with it once the typos were
37 cleaned up which Lee was addressing and would send to Julie. They were currently up to 41 alarms
38 for this year and last year it was 35 at this time. They were dealing with 58 police department
39 responses and 41 fire department responses. There are all different ways to look at the money
40 spent. If it's after hours, it's a call out and if that officer gets up and dressed and is canceled, the
41 town pays 3 hours of overtime. Lee asked if they were all false alarms and the Chief clarified that
42 they were all alarms, though most were false. The Chief said if the trucks roll, they have mutual
43 aid because they rely on mutual aid partners. Heather had no issue with it but if 6 out of the 58
44 were problematic and repeats, there were hundreds of people who had alarms and never have false
45 readouts. She thought the abuse was far less. She said if half the people in town had alarm systems
46 and there were only 58, it would be interesting to see the numbers. Arne said it was a first step in

1 something that needed to be addressed when they are spending that much time, manpower, and
2 taxpayer money to respond to things relatively easy to fix and puts people in danger in travelling
3 to get there. Lee wanted to protect the taxpayer and collect fees for most things that taxpayers don't
4 benefit from. Taxpayers are paying for someone else's mistake which isn't fair. Arne said they
5 were all in consensus and could adopt the policy at the next meeting. Heather added they needed
6 to have a way to get the word out and Julie agreed and said they are working on it. She also added
7 that there were three big elections next year and it was a good time to hit as many Chester residents
8 as they ever would. Heather asked if they had ever sent a newsletter with tax bills. Julie said they
9 had discussed it and was something they could consider. Arne thought since it was an ordinance
10 with a monetary fine, they should so people aren't blindsided with fees for false alarms. Julie said
11 they would start by notifying by mail the people they know have alarms. If they are required to
12 register, they should know. Heather thought the first one being zero was reasonable.
13

14 **Agenda Item 10, 2024 General Fund Budget; Administration, Recreation & Facilities**

15 For the recreation budget, they aren't seeing any huge increases. The big add was the diving board
16 under facilities. They increased salaries for lifeguards some, along with an increase in health
17 insurance contributing to the increased budget. For recreational facilities, they are adding the
18 diving board, miscellaneous repairs to the pool house, and treatments of softball, soccer, and
19 baseball fields that will help eliminate infield growth, which cost \$3,800. Matt said they treat the
20 field with weed growing stuff. Arne questioned what they used because he was concerned about
21 chemicals and Matt and Steve said that everything was child safe and used on school grounds and
22 not hazardous to children. Arne asked how it was with the lifeguards. They had issues getting
23 enough the year before but were looking better this year. They started swimming lessons again,
24 which hadn't happened since COVID. Arne was surprised they had trouble getting lifeguards. Julie
25 said one of the issues had been that often there are several lifeguards, so they don't receive a lot of
26 hours. One of the things they considered for 2024 is restructuring the scheduling so the kids can
27 get a 30-to-40-hour workweek and receive decent pay. Lifeguards make decent money but don't
28 work enough hours and are forced to take other jobs and end up not being able to fulfill their
29 lifeguard hours.
30

31 Julie said they had applied for recreational facility funds but hadn't heard anything and wasn't sure
32 if that was good or bad, but to pour a concrete slab where the ice rink is would eliminate the need
33 for all the liners and would also serve as a pickleball court which is really picking up in town. The
34 space for the recreational facilities is amazing and they often hear how fortunate we are to have
35 them for a town the size of Chester. They will be applying for a grant for money for a study to
36 look at recreation in Chester as a whole and include all different levels, including trails, mountain
37 biking trails, and similar things. She hoped the grant would come through.
38

39 Hugh thought it would be great if Chester could create indoor pickleball as he and others go to
40 Springfield where many play. Matt said they have permission to use the high school cafeteria for
41 two hours on Saturday mornings and he thought it would work, as he is up there for basketball.
42 Julie said they are hoping to open a 70 x 70 space when they redo the pool house that will serve as
43 a recreational space, such as indoor pickleball, and as an emergency shelter for the town. Hugh
44 said Springfield has six two-hour sessions a week in the community center and when he started to
45 play, there sometimes weren't enough people but now all six sessions have between 14 and 16
46 people every session, so he saw a need for it. Arne said the only negative he has heard is emergency

1 room admissions have increased because of pickleball. Arne said they should work on the
2 relationship with the school given they have two facilities in town with gymnasiums and cafeterias
3 and there was a time when basketball, volleyball, and other activities in the space were shared with
4 the community. Arne thought it was worth the conversation. Julie said the fact that Matt had
5 negotiated the opportunity was a big step. Matt said both Chester/Andover and Green Mountain
6 schools had been wonderful.

7
8 For facilities, Steve is probably the best hire Chester has made in a long time. He is going on two
9 years and has a pretty good handle on all the municipal buildings and their immediate needs and
10 is plugging away a little at a time. He maintains generators and elevators and other necessary
11 things. Each department under facilities has an estimate of the work needed. The library budget
12 for repairs and maintenance is up primarily because of the clapper valve on the sprinkler system.
13 They aren't doing work to the entire system because grants will be opening dedicated specifically
14 to libraries and they are hoping they will have grant funds available to pay for the much-needed
15 repairs there. Arne said the whole system will need to be replaced eventually and Steve agreed.
16 Steve said the system that has an extended life of 20 years is 30 years old, so leaks are happening.
17 The rubber gasket on the valve is so old and brittle that eventually, Steve will be unable to reset it.
18 Leaks are popping up everywhere. Peter thought a wet system may be better and Arne agreed.
19 Julie said they will apply for grant funds that will hopefully get them a new system and the clapper
20 valve wasn't a waste because it was the start of that. Steve said everything in town was running
21 well and he conducts walkthroughs in all the buildings to check things. Lee asked if there had been
22 any surprises in the new emergency services building relative to maintenance. Steve said they put
23 bigger pumps in for the split units on the walls. Steve had raised that during installation and the
24 contractors said they were big enough, but they weren't. Arne asked about the door bridging the
25 building and Steve said they would like a door to access the fire department without going outside
26 the building. They realized during the flood that the emergency services personnel are on duty
27 24/7 and need a space to rest and the police department could be that space. Arne didn't think that
28 was bad if it was the only flaw with the building. Lee's only concern was unauthorized access but
29 with key codes, that could be prevented.

30
31 Arne asked if the meetings at Town Hall would be held on the first floor soon and Julie said the
32 big holdup was the sound system. They can't get everything set up downstairs without having a
33 system for upstairs and it would come with an expense and were working on getting a feasible
34 quote. The table and chairs have been ordered for that meeting room.

35
36 The major expense at Town Hall this year will be necessary elevator repairs that are overdue.
37 Under revitalization, are historic facilities and that budget is up because of the match for the
38 Yosemite windows, and they hope to be able to get to the painting of Yosemite but may decide to
39 postpone it to 2025. Peter asked what the alarm was for the Academy Building and Steve said it
40 was smoke detectors downstairs and upstairs there were burglar alarms which they planned to
41 combine. Steve is working on an estimate to get the system back up and running. Peter thought
42 \$4,000 was low for the amount budgeted and Julie said the alarm system was under miscellaneous
43 which included a light for the swinging bridge and were still waiting on an estimate that wasn't
44 included in the \$4,000.

45
46 Lee appreciated all the work they were doing. Arne noted that Steve being hired for maintenance

1 had been extremely helpful and the town was saving money, getting a better product, and
2 maintenance of their facilities than ever. Arne added that Matt also does a good job.

3
4 Julie went over general revenue and noted under interest income, M&T had moved them into large
5 company category which is earning the town significant interest. Projections show \$35,000 in
6 interest income for 2024, which is very modest. By September, they usually have \$9 million in the
7 bank account, so M&T has moved them into a category that gets higher interest for big companies,
8 so now they are earning much more. The account has higher volumes of money from mid-August
9 through February before it starts dwindling down. Laurie ran projections for Julie based on interest
10 with this year's figures, and the interest income would have been \$60,000. Julie went with \$35,000
11 for now and November and December will give them a better idea, so the number may increase.

12 Peter asked about the current land use number. He said the state is supposed to reimburse them.
13 Julie thought it was a combination of land use and property in lieu of taxes program. Peter thought
14 more than half their land was in current use. Julie wasn't sure. Peter thought the number should be
15 much bigger. Peter is in current use and for him, it's \$3,000 or \$4,000. Julie thought it was a higher
16 number. Heather said she thought 25 acres was needed and Peter said that only applied to forest
17 but for agriculture, it could be any amount. Peter said there was a lot of land included and it had
18 been in controlled zoning for a long time and now was even more difficult to get out. Heather was
19 thinking about who she could call. Peter said he's pondered it for 3 years and Heather said she
20 would try to help. Lee said it would require going through the tax records and agreed the amount
21 seemed low. Julie thought if both she and Heather inquired about it, they could get an answer.

22
23 Julie said the health insurance premiums for MPV were up about 7%, which was low compared to
24 several others. It was wonderful that six employees took advantage of the opt off. The usage of the
25 deductible has remained in line and helped. Arne was amazed that insurance companies have
26 conditioned us to view a 7% increase as a positive thing. Julie said the computer maintenance lines
27 were empty because they are rebidding them since the numbers came in high. She added some
28 money for the Housing Commission and talked about historical maintenance but the big one was
29 the potential addition of a position that would serve both zoning and the listers. Julie is finding
30 between the two departments a very heavy workload and often they say it will pass but it doesn't
31 because something else comes up. Preston was hired to be the full-time town planner. It was great
32 because the planner could work on some of the economic development issues and writing some
33 planning grants and relieve Julie but none of it has happened because Preston is constantly working
34 on zoning permits, with the Planning Commission, and with the DRB and it is the same for the
35 Listers. Both are bogged down and working desperately to catch up because of laws and rules and
36 what is demanded of them. They are functioning with one part-time and one-half part-time person
37 in the Listers' Office where the entire Grand List is established, so it's a critical position. Julie also
38 noted they were two older employees and Preston had indicated that he also has about two years
39 before he leaves. Cathy expects to leave around the same time. Julie thought creating a full-time
40 position would also help with succession planning and those are positions towns are having
41 difficulty filling and finding qualified people. Julie wanted to add a full-time position between
42 both, that she hoped would help Preston and the Listers and free Preston up to work on some
43 planning grants. Julie expected the office would be heavily involved with the Housing Commission
44 and the projects. She realized the creation of another full-time position would come at an expense.
45 As the budget comes together, she wants it to be something they consider. Arne said they ask for
46 more from the government and want more from the government and sometimes you need to expand

1 to meet the demands. Arne remembered when they didn't have a recreation director and now, he
2 couldn't imagine not having one. Peter said the lister position needs a good data management
3 person. Julie said things are changing and she had been there 19 years and remembered doing
4 delinquent taxes in a ledger by hand and now there are two people in the finance department
5 because rules and laws and regulations had changed how things are done for the good but with all
6 of it comes a different skillset and requires more labor. Peter said the change in the paperwork
7 with Act 100 is ridiculous. Julie often hears from others that while Chester's population is only
8 3,200, they function like a town with a population of 7,000 because there's so much going on.
9 Preston thought Chester had Woodstock beat with all that's going on in town. Heather was open
10 to it but wanted to see the final numbers before approving. Julie agreed and didn't expect an answer
11 until January. Peter thought the money found by fixing the Grand List would make a big difference.
12

13 **Agenda Item 11, New Business/Next Agenda**

14 Julie said the next meeting would include a presentation from Public Works and Highway and at
15 that point, she will be close to having most of the budget assembled for the Board.
16 Peter said for an article on the town warning, a person should be representing it. Julie said that had
17 always been a rule but as letters are received requesting to be on the town warning, they can have
18 Debbie respond that someone needs to be present.
19

20 Heather didn't think they had reviewed the gravel and what was projected and wondered where
21 the project was. Julie said there wasn't a lot because they hadn't done a lot. Heather thought in the
22 next 3 months they should review what was happening and how much had been extracted. Julie
23 said nothing had been extracted to this point. Heather said even if it was a negative update, they
24 needed to let people know where they were. Julie agreed.
25

26 **Agenda Item 12, Adjourn**

27 Tim moved to adjourn, and Heather seconded the motion. A vote was taken, and the motion passed
28 unanimously, and the meeting was adjourned at 9:48 p.m.