

TOWN OF CHESTER
BOARD OF SELECTMEN

March 18, 2020
Minutes

PRESENT: Arne Jonynas; Heather Chase; Lee Gustafson; Leigh Dakin; Jeff Holden;
Julie Hance

VISITORS: Shawn Cunningham; Scott Wunderle; Dan Cook

There were no additions or deletions to this agenda.

1. APPROVE MINUTES:

A motion was made by Heather Chase to approve the minutes of the March 4, 2020 Selectboard meeting as amended. Seconded by Lee Gustafson. The motion passed.

Kevin Racek name should be corrected.

2. CITIZEN'S COMMENTS:

There were no citizen's comments.

3. OLD BUSINESS:

Gravel Project: Julie Hance stated that the project is awaiting a response from ACT 250. She stated that she will be attending a School Board meeting on Thursday. The Board is expected to sign a letter indicating their approval of the project.

EMS Building: Julie Hance stated that the department heads continue to work with Rusell Construction and the architect on finalizing the numbers. She is hopeful that the bids will be ready to out mid April or early May.

Speed Limit near High School: Julie Hance stated that she, Leigh Dakin and Todd Parah went to Montpelier to advocate for changing the speed limits near the High School. She stated that they were successful in their meeting. In addition to having the speed limit remain at 30 mph until closer to Drews, the committee also approved the installation of a speed radar sign near the High School.

4. ACADEMY BUILDING LEASE:

This agenda item was moved to a date in the future.

5. APPROVE DEVELOPMENT OF A LANDSCAPING PLAN:

Scott Wunderle explained that in January Kevin Racek asked Terrigenous to be involved in the landscaping of the EMS Building. The original plan was to have Scott Wunderle look at entrance, exit, signage, lighting, etc. The project is too far gone by at this time to get into this level of detail. He has pulled back the scope of the project. The new proposal involves landscaping, plant locations, building sitting well on location, fitting into the landscape of the area. Scott Wunderle indicated that he feels that there is a lot of mingling that takes place after a call, etc. He feels that this is an important aspect to the building that should be considered.

The Board discussed the funding of this offer. Julie Hance explained that she is not comfortable allocating funds from the project budget at this time. David Pisha had suggested that the plan be funded through the Chester Development Fund and then reimbursed at the end of the project.

Jeff Holden stated that he would like to see the community involved in the plantings around the building. He also inquired as to the size and location of the flag pole. He feels that the American Legion will probably donate the pole and flag as they did with Town Hall.

Heather Chase stated that she feels that there need to be costs cut and there needs to be a pause on existing spending and on additional spending. She questioned the importance of this at this time. She is concerned about the economics of the country and is concerned about the impacts. Lee Gustafson stated that this should have been decided in January. This money is not for plants in the ground, this is for the plan so that the ultimate design can incorporate the end plans.

Leigh Dakin stated that she is concerned that we may not be able to make this decision today. She would like to pause extra spending at this time as well.

Arne Jonynas questioned Scott Wunderle regarding what has changed now verses January. Scott Wunderle explained that it would have been best to have his input on the civil engineering drawing regarding parking, grades, etc. In addition, there are some existing trees and shrubs that may have been able to be salvaged. Discussion ensued regarding the additional costs that may arise should the plans be prepared after the building is constructed.

A motion was made by Lee Gustafson to table this conversation until later in the meeting.

Following Agenda item 13:

A motion was made by Jeff Holden to take the motion off the table for discussion.

A motion was made by Jeff Holden to approve the landscaping plan. Seconded by Heather Chase. The motion passed.

Jeff Holden stated that he would like to see the community get involved in the plantings for the building. He gave his opinion that the building should look nice when it is finished. He also stated that there is so much donated time that Scott Wunderle has given to the town. Lee Gustafson indicated that Scott has already donated a number of hours to this project.

The Board suggested that the money not be taken from the Development Fund until it is absolutely necessary.

6. SIGN TAX ANTICIPATION NOTE:

A motion was made by Lee Gustafson to sign the Tax Anticipation Note Line of Credit in the amount of \$700,000 at an interest rate of 1.95%. Seconded by Heather Chase. The motion passed.

A motion was made by Lee Gustafson to sign the Resolution for Tax Anticipation borrowing. Seconded by Heather Chase. The motion passed.

A motion was made by Heather Chase to sign the Non-Arbitrage Certificate for the Tax Anticipation Borrowing. Seconded by Lee Gustafson. The motion passed.

7. ANNUAL APPOINTMENTS:

A motion was made by Heather Chase to approve the Appointments for 2020 as read and attached. Seconded by Lee Gustafson. The motion passed.

Heather Chase asked Julie Hance to check with Frank Bidwell regarding the Connecticut River Authority Board.

Shawn Cunningham questioned if Jack Cable still lives in Chester.

8. UPDATE RE: COVID-19:

Julie Hance stated that she has met with all Department Heads regarding how each department will respond to the Executive Order involving COVID-19. She issued a letter to the Chester citizens the other day indicated the changes in daily operations. She also stated that the daily updates are being posted to the town's website.

Dan Cook explained the ambulance protocols that are in place. He indicated that all ambulance personnel will be utilizing full personal protective equipment so that should they come in contact with a carrying patient, they will not need to be quarantined and just self-monitor. Dan Cook also provided the Selectboard with an updated guideline for the ambulance department. Discussion ensued regarding the measures being taken by the ambulance. Dan Cook also stated that Amanda Silva has contacted the Health Department regarding her duties as Health Officer. She has been told that all calls are to

be referred to the Health Department. Dan Cook also stated that the ambulance drills will be reduced to monthly only.

Heather Chase stated that she would like the Department Heads to look at the budget and determine what items can not be purchased at this time. Julie Hance will get the Departments reviewing their budgets to determine items that can be put on hold for this time.

Heather Chase stated that there are concerns in the community regarding children getting fed. The Free Range is organizing take out dinners for people in the community. The schools are putting together breakfasts and lunches to be delivered to kids at home that need the meals. Lee Gustafson questioned if the community reserves are being looked at so that they are not being depleted. Leigh Dakin stated that the Family Center has information out in the public regarding their services as well.

Lee Gustafson stated that the Board should be considering potential waivers of penalty and interest.

9. SIGN LIQUOR LICENSES – FIRST CLASS:

The Selectboard signed the First Class liquor license for Stonehearth Inn.

10. SIGN LIQUOR LICENSES – SECOND CLASS:

The Selectboard signed the Second Class liquor license for Dollar General.

11. SIGN LIQUOR LICENSES – THIRD CLASS:

The Selectboard signed the Third Class liquor license for Stonehearth Inn.

12. SIGN OUTSIDE CONSUMPTION PERMIT:

The Selectboard signed the Outside Consumption Permit for Stonehearth Inn.

13. SIGN ENTERTAINMENT PERMIT:

The Selectboard signed the Entertainment Permit for Stonehearth Inn.

14. NEW BUSINESS/NEXT AGENDA:

Update on Corona Virus should be added to every agenda.

15. EXECUTIVE SESSION: INTERVIEW CANDIDATES:

There was no executive session needed for this item.

16. APPOINTMENTS TO PLANNING COMMISSION AND DRB:

A motion was made by Heather Chase to appoint Tim Roper to the Planning Commission for a three year term ending March, 2023. Seconded by Lee Gustafson. The motion passed.

A motion was made by Lee Gustafson to appoint Barre Pinske to the Planning Commission for a three year term ending March, 2023. Seconded by Heather Chase. The motion passed.

A motion was made by Heather Chase to appoint Robert Greenfield to the Development Review Board for a three year term ending March, 2023. Seconded by Lee Gustafson. The motion passed.

17. EXECUTIVE SESSION: TOWN MANAGER UPDATE:

A motion was made by Lee Gustafson to enter Executive Session for the purpose of discussing the update to the Town Manager. Seconded by Heather Chase. The motion passed.

The Board entered Executive Session at 7:29 p.m.

A motion was made by Lee Gustafson to exit Executive Session at 8:04 pm. Seconded by Heather Chase. The motion passed.

18. ADJOURN:

A motion was made by Heather Chase to adjourn. Seconded by Lee Gustafson. The motion passed. The meeting adjourned at 8:05 p.m.

Julie Hance
Secretary of the Select Board

Lee Gustafson
Clerk of the Selectboard