

TOWN OF CHESTER  
BOARD OF SELECTMEN

October 2, 2019  
Minutes

PRESENT: Arne Jonynas; Heather Chase; Lee Gustafson; Leigh Dakin; David Pisha

VISITORS: Shawn Cunningham; Sharon Huntley; Julie Hance; Richard Jewett; Jeff Holden

There were no additions or deletions to this agenda.

1. APPROVE MINUTES:

A motion was made by Lee Gustafson to approve the minutes of the September 18, 2019 Selectboard meeting. Seconded by Leigh Dakin. The motion passed.

2. CITIZEN'S COMMENTS:

There were no citizen's comments.

3. OLD BUSINESS:

EMS Building: David Pisha stated that the first public meeting for the EMS building was held. There were some revisions in the presentation boards which have been received back and remounted for the next meeting. Lee Gustafson stated that there were 25 people at the public meeting. There were few questions asked. He is anticipating more people at the next meeting. He feels that most people are behind the project regarding need of the building. There are some concerns regard façade. Arne Jonynas questioned if there has been more information gathered relative to cost savings due to the gravel project. David Pisha stated that if the town rents a crusher the cost would be \$5.00 per yard verses \$14.00 per hard purchased this year. The savings could be substantial. Arne Jonynas and Heather Chase requested that the savings be shown in a written report from the town manager. Heather Chase would like to see all expenses associated with the project, including ACT 250 costs and all true savings that would be generated. Costs should also include the retrofitting that may be required for the trucks. The Board asked for this to be available at the next meeting. Lee Gustafson questioned the flow of trucks within the pit. David Pisha stated that he will speak with Naomi Johnson to determine if that has been laid out.

Gravel: David Pisha stated that the DRB held their hearing regarding the gravel extraction operation this past Monday. The meeting was straightforward and was closed that same evening. The permit will be issued within 45 days.

High Street: David Pisha stated that the police have put out the portable speed unit on High Street. This will give speed and number of cars. Leigh Dakin expressed her concerns about the speed limits on High Street. Julie Hance will get the statutes relative to changing speed limits on town highways.

4. VAST REQUEST:

The Chester Snowmobile Club is requesting use of the following sections of road in Chester:

- 300 yards of Smokeshire Road from the fourth bridge north to the snowmobile bridge
- Marc's Drive from Les Allen's property to the far end of the road
- Blue Hill road from the end of Kengeter's field across the town bridge into Vail's field at a distance of about 120 yards or so
- Across the turn around on Old Forge Road
- 80 feet of Ethan Allen Road, just past malfunction junction. We are moving off the road for about 100 yards
- 120 feet of Nudist Camp Road at the start of Williams Road
- All of Williams Road

A motion was made by Heather Chase to approve use of the above town roads for snowmobile trails. Seconded by Lee Gustafson. The motion passed

5. WASTEWATER INSPECTION REPORT DISCUSSION:

Jeff Holden was present to discuss the most recent Wastewater Inspection Report. Arne Jonynas read a section from the report that commended the wastewater operators on their dedication and work at the plant.

Jeff Holden stated that there were 2 bad ecoli readings, but these were due to events beyond his control. He also mentioned to the board that there were a few recommendations going forward which he will be speaking with the Board about in the future. Arne Jonynas noted that the report does indicate that 3 employees should be required for our plant. Jeff Holden stated that the town has 3 employees that operate the municipal water and wastewater divisions which appears to be working fine. This year has been a very busy year with a lot of unforeseen projects such as the water line to the Highway Garage as well as the exposed water line in the river.

6. SIGN LOAN DOCUMENTS FOR PALMER BRIDGE:

David Pisha stated that People's Bank has issued a Note in the amount of \$96,000 with an interest rate of 2.95% for a one-year term. However, cash flow would be best over 4 years. This will require a vote at Town Meeting. If approved, the Note will be reissued for a 4-year term.

A motion was made by Heather Chase to approve signing the loan documents for the Palmer Bridge repair in the amount of \$96,000. Seconded by Leigh Dakin. The motion passed.

7. VTRANS LETTER; PARKING IN RIGHT OF WAY:

Arne Jonynas read the letter into the record as drafted by David Pisha. The letter is attached to these minutes. The letter is requesting the VTrans to issue a No Parking Zone near the Jiffy Mart. The Selectboard signed the letter.

8. HEALTH OFFICER DISCUSSION:

Heather Chase stated that the Health Officer role is evolving and requires more time than what she can give. Amanda Silva has gone to a lot of trainings but is currently on maternity leave. In the absence of a Health Officer, the Selectboard Chair is the acting Office. Heather Chase stated that she not written her letter of resignation, but it is her intention to resign effective December 31.

David Pisha stated that there is a lot of work to the Health Officer position. The plan is for David Pisha and Dan Cook to fill the position, with Heather Chase signing the paperwork until Amanda Silva gets back. The Board discussed finding a new Health Officer and questioned if Amanda Silva is able and/or willing to fill this position.

Lee Gustafson questioned the emergency to these calls. Heather Chase responded that there are calls everywhere from safety hazards to bed bugs and rats. The Board discussed the requirements of this position and how much time it would require from a town employee and if it is reasonable to ask Amanda Silva to do the job. Lee Gustafson expressed frustration regarding the State requirements and regulations and what is being expected of the town.

Heather Chase requested that David Pisha come up with a plan on how to replace her in the Health Officer position. Heather Chase will remain until December 31, 2019. The Board discussed how to proceed. Leigh Dakin suggested that David Pisha speak with Amanda Silva and then prepare a description for the position and advertise if she is not interested. The Board also stated that the health officer salary will need to be increased.

9. THIRD CLASS LIQUOR LICENSE:

The Selectboard reviewed a third-class liquor license for Pizza Stone. Selectboard review of third-class licenses is a new requirement by the State of Vermont.

The Board approved and signed the third-class license for Pizza stone.

10. TOWN MANAGER SEARCH:

The Board reviewed the Contract with VLCT. The financial cap in the contract is \$6,800 which includes advertising.

Arne Jonynas stated that Arne Jonynas and Heather Chase are the Board members who have volunteered to be on the committee. He also stated that Julie Hance and Jeff Holden have volunteered as employees to be on the committee.

The Board discussed the process for selecting community members to be on the committee. Lee Gustafson suggested reaching out to the younger population. The Board agreed to have all of those interested to submit a letter of interest. Letters should be submitted by October 15, 2019.

Heather Chase and Julie Hance stated that there is a very tight timeline. The goal is to have advertising in by November 1 with interviews being held in late January and February. It was also stated that the salary scale should be established at the next meeting in addition to appointing the committee.

A motion was made by Lee Gustafson to authorize Arne Jonynas to sign the contract with VLCT. Seconded by Leigh Dakin. The motion passed.

The Board reviewed the job descriptions for the Town Manager and Assistant Town Managers. Heather Chase asked that item 18 from the town manager description be added to the Asst. Town Manager position. Lee Gustafson asked that the 2<sup>nd</sup> sentence of the working conditions in the Assistant Town Manager described be revised with improved punctuation. Multi-tasking should be added as well. The Board will review and finalize at the next meeting. Heather Chase asked that a revision date be added to the documents.

Heather Chase asked when the auditor will be coming. Ron Smith has stated that he come on October 24. Julie Hance explained that it was her thinking that a separate night would be best for this training so that the Board can have clear minds.

11. NEXT AGENDA/NEW BUSINESS:

Leigh Dakin requested an update on the speed study that was requested from the State on August 6.

Leigh Dakin requested that there be a discussion soon regarding the Information Booth bathrooms and Academy Building bathroom. In addition, the Academy Building Lease agreement should be looked at in November. The Board agreed that it would like input from the Historical Society on their intentions.

Lee Gustafson stated that the legislature has some laws coming through that will be passed relative to marijuana sales. He would like a philosophical discussion to determine

if the town would like to allow sales of marijuana in the town. Lee Gustafson feels that this discussion should be had soon. He would like Chief Cloud, Tom Bock and a State Senator to be invited.

12. EXECUTIVE SESSION:

A motion was made by Heather Chase to enter Executive Session at 8:07 p.m. Seconded by Leigh Dakin. The motion passed.

A motion was made by Lee Gustafson to exit Executive Session at 8:30 pm. Seconded by Leigh Dakin. The motion passed.

13. ADJOURN:

A motion was made by Lee Gustafson to adjourn. Seconded by Leigh Dakin. The motion passed. The meeting adjourned at 8:31 p.m.

Julie Hance  
Secretary of the Select Board

Ben Whalen  
Clerk of the Selectboard