

TOWN OF CHESTER
BOARD OF SELECTMEN

August 16, 2017
Minutes

PRESENT: Arne Jonynas; Heather Chase; Dan Cote; Ben Whalen; Lee Gustafson;
David Pisha

VISITORS: Jeff Holden; Tory Denis; Shawn Cunningham; Mike Behn

The meeting was called to order at 6:30 p.m. by Chairman Jonynas. He then asked every one to stand for the Pledge of Allegiance.

WATER COMMISSIONER'S MEETING

1. CITIZEN'S COMMENTS:

There were no citizen's comments.

2. RAISE WATER EQUIVALENT UNIT RATES:

David Pisha stated that the water project is moving along well. The tank is about 50% complete. He stated that to get to the 1% median income rate the town has been increasing the rate by \$2.00 every other quarter. The final amount needed is \$60.00 per quarter.

A motion was made by Heather Chase to raise the equivalent unit rate from \$48 to \$50 per quarter. Seconded by Dan Cote. The motion passed.

3. ADJOURN:

A motion was made by Ben Whalen to adjourn. Seconded by Lee Gustafson. The motion passed. The meeting adjourned at 6:36 p.m.

SPECIAL SELECTBOARD MEETING

The meeting was called to order at 6:36 p.m. There were no additions or deletions to the agenda

1. APPROVAL OF MINUTES:

A motion was made by Lee Gustafson to approve the minute of the August 2, 2017 Selectboard meeting as amended. Seconded by Heather Chase. The motion passed.

Randy Shoemaker should be added to the Visitor's List.

2. CITIZEN'S COMMENTS:

Jeff Holden stated that he would like to install a flag pole in front of Town Hall. He stated that the American Legion is willing to help with this. Jeff Holden suggested mounting the pole near the stop sign in front of Town Hall. It was also suggested to place the pole on the green area across from Town Hall. It was agreed that Jeff Holden will do some research about costs and the Legion's contribution and will get back to the Board.

3. OLD BUSINESS:

Economic Development: David Pisha stated that the Master Plan is almost complete.

Water Project: David Pisha stated that Jeff Holden will be providing an update in a later agenda item. The tank is almost 50% complete. The transmission line and the main line are complete.

Emergency Services Building: David Pisha stated that Claudio Veliz is continuing talking to staff and those involved with the building. He has begun assembling his report.

Yosemite: David Pisha stated that Jim Carroll has indicated that he has never received the original deed back from the property owners' attorney. He is continuing the follow up to receive this document.

Assessor: David Pisha stated that Tom Marsh from Windsor contacted him about the Assessor's position and the potential of sharing a position. Tom Marsh has a job description for the position. He indicated that Windsor would be the employer. Chester would get the person the number of hours needed and Chester would compensate Windsor for their share. David Pisha confirmed that Chester would be involved in the hiring. The Board agreed to continue researching the possibility. Lee Gustafson indicated a typo in the date.

Arne Jonynas stated that he would like to have the positions for DRB and Planning Commission re-advertised.

Arne Jonynas questioned the status of the rainbow rock documents.

Arne Jonynas questioned if the Board would like to receive copies of the minutes from the Planning Commission and the DRB. The Board agreed. Ben Whalen questioned the copying costs of the Selectboard packets and if there is an alternate, less expensive way of producing the packets.

Arne Jonynas stated that in 2018, the State of Vermont is scheduled to pave Vermont. Route 103 from Rockingham to Clarendon.

Lee Gustafson stated that he has done some research on the potential of the solar field. His research shows that this field can produce \$110,442 per year. David Pisha stated that the first option to buy the field is in 7 years.

Arne Jonynas questioned the next steps on the water land purchase. David Pisha will check with Jim Goss.

Arne Jonynas stated that he has received a letter from a resident asking if the speed limit near Town Hall could be lowered to 25. Dan Cote stated that he would like to focus on enforcing the speeds that we have at this time. The Board discussed this issue. David Pisha stated that the new signs will be up soon.

4. SONOCO REQUEST:

Mike Behn was present from the Sunoco Station in Chester. He stated that they are being required to replace the underground storage tanks by the end of the year. They are looking at placing the new tanks and fueling stations between the building and the Country Girl Diner, who will be selling them some property. However, they need to get the vehicles out of the property. They are looking to gain an easement or purchase property from the town at the rear of the property.

David Pisha stated that, after speaking with Jim Carroll, the best method is to transfer ownership of the property so that the town does not retain any liability. Lee Gustafson stated that if the property is not being used, then it should be sold and returned to the tax base. Mike Behn stated that he would be willing to give the town an easement if they desired.

Heather Chase questioned the time line. Mike Behn stated that he has permitting to obtain so would like to proceed. Heather Chase stated that she would like to know the cost and the process needed to sell the property. Mike Behn stated that they could get the property appraised so that fair market value could be determined. The Board discussed the process needed. It was agreed that Mike Behn will proceed with obtaining an appraisal and Julie Hance will provide the process.

Mike Behn stated that the building will be completely remodeled. There is the possibility of Dunkin Donuts moving into the building. Heather Chase suggested that any remodeling consider the New England character of Chester and the people that live here. Mike Behn indicated his intention to make an attractive building that will fit into Chester. He also indicated their intention to do some landscaping around the building.

5. WATER & SEWER DEPARTMENT UPDATE:

Jeff Holden, Chester Water & Wastewater Superintendent was present to provide the Board with an update. Jeff Holden indicated that the main line south of town has been replaced and is working well. He stated that there was significant savings by not having to bore under the river. He explained that the new water project will greatly improve the

fire flows throughout the town. Jeff Holden stated that the savings on the larger project allowed the town to complete a much needed line replacement and extension on Coach Road.

Jeff Holden stated that the town has completed the sidewalk project this summer. This project kept him quite busy, but the project is coming to an end.

Jeff Holden stated that the town has completed the cleaning and painting of the existing water tank. He stated that an agitator is being installed in this old tank to help keep the water moving.

Jeff Holden stated that the transmission line to the new tank has been completed, as well as 3 new hydrants. The new tank is anticipated to be completed by the end of September. Jeff Holden stated that the controls at the Jeffrey Well Station will be changed out with this project which is long overdue.

Arne Jonynas stated that he is very pleased with the condition of our water system especially considering the issues that other towns/cities are facing.

Jeff Holden stated that the remaining hydrants will be installed this fall. He prefers that they be installed after the new tank is operational.

Jeff Holden stated that the line to the treatment plant is hoping to be replaced. There is the potential of funds remaining which could be used to pay for this work. All of the savings from the larger projects are able to be recycled into projects from the Phase 2 list.

Jeff Holden stated that his future project list includes GPS mapping of all water/sewer piping. He stated that the new town employee, Chris Hughes, is very knowledgeable about this process and will be a big help.

Jeff Holden stated that the Chief Operator for the sewer department has left the town. The town hired Simons to help out with the reporting for the State and has helped to keep the plant operational. Bringing Simons on board has helped to identify and repair several items that need work. The intention is to have Simons stay on board through October to help with the transitioning in of another employee. Jeff Holden stated that the town just hired Gareld Davis to join the team at the Sewer Plant. He is looking forward to working with Mr. Davis and believes him to be a great addition to the town.

Jeff Holden stated that the town received a visit from VOSHA. He stated that this visit occurred right in the middle of changing out an effluent tank which caused some issues. There were two citations at the Sewer Plant which are being remediated. Jeff explained some of the other safety issues that have been resolved and further changes within the building. The town will be meeting with VOSHA next week to have the fines abated since the work has been done.

Jeff Holden reviewed the pump stations with the Board. There have been some repairs made. He indicated that these pump stations needs to be taken apart and rebuild those that need it.

Jeff Holden stated the flushing main lines will be taking place early October. The schools have been done prior to school opening.

Dan Cote stated that the water quality in the town is fabulous and he receives positive comments from his guests.

6. WAYFINDING PLAN UDATE:

David Pisha stated that the Board has received a full proposal in their packet. The cost has also been reduced down to \$17,780.00. David Pisha stated that this is the plan that indicates the location of the signs and the types of signs needed. It will also include working with VTrans on the sign location. He stated that SE Group was selected because they worked on the Master Plan and already has intimate knowledge.

David Pisha stated that the hope is to have the Wayfinding Plan completed by late winter so that some signs could be installed in the spring.

Lee Gustafson stated that when he reviewed the proposal he was not pleased with the quality of the proposal. He wanted to make sure that any signs produced would be approved by the town.

The Board discussed the purpose of the plan. The purpose is to provide a strategy for moving people around the town. David Pisha stated that the signs Claudio Veliz is designing will blend with the plan and make a statement about Chester. The Board discussed the need for the plan and how to pay for it.

Lee Gustafson reviewed the costs of both phases. He also questioned the timeline of the project. It was agreed that this project is hopeful to be completed by February with signs being installed in the spring. Lee Gustafson suggested that there may be businesses who are willing to help pay for the signs since they will be benefitting. There may be some way to give those businesses some recognition. David Pisha indicated that there has been discussion about showcasing the new sign design and obtaining town feedback. This would be a good opportunity to gain community buy-in.

A motion was made by

7. SOLID WASTE AND FEMA FUNDS:

David Pisha stated that FEMA has not yet closed out the town. Once the town is closed out, FEMA has 3 years to audit. He stated that an 18 month CD earns 1.3%. Following discussion, it was agreed to ignore the FEMA funds at this time until the town is closed

out. The consensus of the Board is for David Pisha to determine how to invest the funds at this time.

The money coming from the Solid Waste District is approximately \$31,000. Heather Chase suggested that this one-time revenue source be used to pay for the zoning audit and the wayfinding plan which are one-time expenses. Lee Gustafson questioned if there are expenses that should be considered. Perhaps the purchase of a sound meter would be an idea. Heather Chase suggested that the remaining money be set aside for when something comes up.

A motion was made by Lee Gustafson to use the Solid Waste money to pay for the Wayfinding Plan and the Zoning Audit. Seconded by Ben Whalen. The motion passed.

Lee Gustafson stated that he wants to make sure that the cost is actually \$17,800. He also stated that he would like to talk with SE Group about ways that money could be raised to pay for the signage.

Dan Cote stated that he would like to find a way to market the actions of the Selectboard in these two items.

8. CONTINUE SELECBOARD VISIONING PROCESS:

It was agreed to move this item to another agenda. The Board set a meeting for August 30 at 6:30 to discuss the visioning process.

9. NEW BUSINESS/NEXT AGENDA:

The Junkyard Ordinance will be on the next agenda.

Ben Whalen asked that the Assistance to Firefighters Grant be an agenda item. The Yosemite Engine Company would like to hire a consultant to apply for this grant.

Ben Whalen stated that he would like to discuss the maintenance of fire hydrants during the winter.

10. EXECUTIVE SESSION:

A motion was made by Heather Chase to enter Executive Session to discuss the annual review of the Town Manager. Seconded by Dan Cote. The motion passed.

The board entered Executive Session at 8:36 p.m.

11. ADJOURN:

A motion was made by _____ to adjourn. Seconded by Tom Bock. The motion passed. The meeting adjourned at 8:30 p.m.

Julie Hance
Secretary of the Select Board

Heather Chase
Clerk of the Select Board

The SAPA-TV recording of this meeting is hereby made a part of the permanent minute record of this meeting.