

TOWN OF CHESTER
BOARD OF SELECTMEN

January 17, 2018
Minutes

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

VISITORS: Julie Hance; William Lindsay; Wanda Purdy; Shawn Cunningham; Derek
Suursoo; Bill Dakin; Suzy Forlie; Lillian Willis

The meeting was called to order at 6:30 p.m. by Chairman Jonynas.

There were no additions or deletions to the agenda.

1. APPROVAL OF MINUTES:

A motion was made by Ben Whalen to approve the minutes of the January 3, 2018
Selectboard meeting as amended. Seconded by Heather Chase. The motion passed.

Old Business – Salvage Yard discussion should say February 7 meeting.

Item 4 – “may” should be “made”

“Flint” needs to be capitalized

A motion was made by Lee Gustafson to approve the minutes of the January 8, 2018
Special Selectboard meeting. Seconded by Ben Whalen. The motion passed.

2. CITIZEN’S COMMENTS:

Bill Lindsay questioned the policy relative to fire hydrant cleaning. David Pisha stated that water and sewer typically clean out the hydrants. With the cold weather this year, they have had issues at the plant so an individual was hired to clean out the hydrants after the last storm. This individual will fill in when necessary. Ben Whalen suggested that a policy be established so that there is no confusion in the future. He would like to see the hydrants cleaned out within 24 hours of a storm. Dan Cote stated that some communities encourage property owners to shovel out the hydrants in front of their property. He also suggested that the sidewalk plow could handle this when he is plowing the sidewalks. Following discussion it was agreed that this should be an internal procedure established by the Town Manager who will discuss with the various departments involved.

3. ESTABLISH IMPLEMENTATION COMMITTEE:

1 year	March, 2019	Claudio Veliz
1 year	March, 2019	Barre Pinske
1 year	March, 2019	Lee Whiting
2 year	March, 2020	David Pisha
2 year	March, 2020	Carla Westine
2 year	March, 2020	Kelly Arrison
3 year	March, 2021	Bob Flint
3 year	March, 2021	Julie Hance
3 year	March, 2021	Rick Paterno

A motion was made by Heather Chase to approve the members and terms listed. Seconded by Lee Gustafson. The motion passed.

4. GENERAL FUND BUDGET:

David Pisha explained that there are items that have been adjusted. The budget increase has been reduced from \$272,000 to \$162,000.

The Board discussed the growth in the Economic Development Fund. Arne Jonynas noted that the Wayfinding Plan and the Zoning Audit have been moved to the Economic Development Fund. Arne Jonynas indicated that he did receive push back relative to how zoning affects economic development. David Pisha explained that zoning affects all residents and how we zone and identifying where development can occur is definitely economic development.

Heather Chase stated that she asked for \$5,000 to be added back to the revitalization fund which was done. David Pisha stated that the money will pay for the painting at the Academy Building as well as the engineer study for the Yosemite Fire House.

Lee Gustafson stated that he feels the Board needs to provide more education to the community to keep them informed. Discussion ensued. David Pisha stated that his report in the Town Report will include a synopsis of the budget and the changes within it. Arne Jonynas will write a report for the Selectboard that discusses the larger picture of what has taken place. Bill Dakin suggested that a notice go into the water bills reminding of the availability of town reports.

The Board discussed the police budget. David Pisha noted that the Chief indicated that the revenue line should remain as is. The Board agreed to leave as is and review next year.

The Fire Department budget was reduced slightly. The equipment, equipment maintenance, fuel and tools lines were decreased to a more accurate number. David Pisha stated that the transfer to the water department is not being made this year. The decision was based on the healthy financial situation of the water department. Board members discussed the need to make a policy about how the water transfer is going to be

handled in the future. David Pisha explained the history of water revenue and the water project.

The training line for the Ambulance Department was reduced. David Pisha stated that in June he will negotiate with Andover about their contribution.

David Pisha stated that Verizon has paperwork that he needs to sign. Things are moving forward with the tower.

David Pisha stated that the public works surplus is down, which is a contributor the increase. The tools, garage maintenance and equipment lines were decreased appropriately. Graham Kennedy did say that the calcium chloride line should remain as is.

Sports revenues lines have been increased to reflect an accurate level of income. The pool improvement line has been reduced. There is still some work to be done at the pool house. The tennis court line has been reduced slightly. The pool maintenance line and utilities were changed to reflect accurate expenses. The budget amount for the fencing was reduced because the fence is not being replaced at the skateboard park.

Lee Gustafson questioned if there is a way to generate revenue for the disc golf course to help offset expenses. The Board discussed the importance of the recreation department to the town. David Pisha will talk with Matt McCarthy and Gary King about the usage of the Pinnacle and if there is data to support the department.

The payroll line for cemeteries and parks has been decreased to better reflect reality. Lee Gustafson questioned if the departments share equipment. David Pisha explained that all equipment that is practical to share is shared between departments.

The fuel line for the library has been reduced slightly to reflect a savings from the new equipment.

David Pisha stated that the surpluses are down \$160,000. The end result is a total increase of \$162,037.52 which is approximately 4 cents. Heather Chase reminded everybody that this is the municipal budget only. They do not have control over the school budget.

A motion was made by Heather Chase to approve the budget in the amount of \$3,038,539.63. Seconded by Dan Cote. The motion was approved.

5. WATER & SEWER BUDGETS:

David Pisha indicated that the water and sewer budgets remain unchanged. There is no transfer to water from the General Fund. Fees are slowly increasing and both departments are showing a profit.

6. CAPITAL & BOND PLANS:

David Pisha reviewed the bond expenses for 2018. He further reviewed the Capital Plan and demonstrated the relationship between the two plans.

Derek Suursoo commended the plans and their ease to manipulate. He did ask that there be some demonstration in the plan of the upcoming expenses such as the Depot Street Sidewalk, Town Hall and the new buildings. The Board stated that they would like to have some discussion of these future items in the Town Report.

7. APPROVE TOWN WARNING:

The Board reviewed the Town Warning articles that they regulate. Lee Gustafson noted that Article 1 discusses the Budget Committee which should be removed. The Board agreed that there should be descriptions in the town report explaining the bond articles.

Lee Gustafson asked that the canopy expenditure be more descriptive. Also the pump should be described as a portable water pump.

Julie Hance explained that the Town Warning will be ready for signature on Friday and needs to be signed no later than next Wednesday.

8. SIGN BOND DOCUMENTS:

A motion was made by Dan Cote to approve the Resolution, Ballot and Declaration of Official Intent for the renovations to Town hall in the amount of \$408,000.00. Seconded by Heather Chase. The motion passed.

A motion was made by Heather Chase to approve the Resolution, Ballot and Declaration of Official Intent for the purchase of capital equipment in the amount of \$236,000.00. Seconded by Lee Gustafson. The motion passed.

A motion was made by Dan Cote to approve the Resolution, Ballot and Declaration of Official Intent for the construction of a pocket park in the amount of \$25,000.00. Seconded by Lee Gustafson. The motion passed.

9. NEW BUSINESS:

David Pisha stated that Jim Carroll will be here to discuss the budget committee and salvage yard ordinance at the next meeting.

It was agreed that the water/fire transfer discussion will be held at a future meeting. It was agreed not to have this at the February 7 meeting.

Lee Gustafson stated that he has heard from a business owner who questioned what the town is doing to prevent businesses from leaving town. David Pisha suggested that Bob Flint attend a future meeting. David Pisha and Julie Hance will combine this in March with their presentation that they have been working on.

Ben Whalen stated that he will not be here for Town Meeting.

10. ADJOURN:

A motion was made by Lee Gustafson to adjourn. Seconded by Ben Whalen. The motion passed. The meeting adjourned at 8:21 p.m.

Julie Hance
Secretary of the Select Board

Ben Whalen
Clerk of the Selectboard