

THESE MINTUES ARE SUBJECT TO APPROVAL AT THE NEXT BOARD OF
SELECTWOMEN MEETING

TOWN OF CHESTER CONNECTICUT
BOARD OF SELECTWOMEN MEETING
WEDNESDAY, September 27, 2017
CHESTER TOWN HALL
COMMUNITY MEETING ROOM

ROLL CALL

First Selectwoman Gister called the meeting to order at 7:00 p.m. In attendance included: First Selectwoman Gister, Selectwoman Janecek, Selectwoman Linn, Chief Brainard and one audience member.

APPROVAL OF MINUTES

Carolyn Linn made a motion to approve the minutes from the 9/13/17 BOS meeting as amended. Charlene Janecek seconded the motion. The motion passed unanimously.

Note: The Cherry Hill development has 23 units.

APPOINTMENTS TO BOARDS/COMMISSIONS

Carolyn Linn reported that Steve Tiezzi is interested in serving on the POCD (Plan of Conservation and Development) Committee. Lauren Gister reported that at this time, the contract with Malone and McBroom is still being developed and the Advisory Committee has not yet decided who or how many members to add to the Committee. There are also several other representative positions that may be developed and it is not yet clear how that will be formulated. Mr. Tiezzi, and others expressing an interest in serving, will be contacted at the appropriate time. Also, any appointment to the Committee would be done via an invitation from the Committee, not as a BOS appointment.

Lauren Gister made a motion to re-appoint Denise Learned to the Cedar Lake Watershed Committee for a two-year term expiring 7/1/19 and to re-appoint James Barrington to the Harbor Commission for a six-year term expiring 10/3/23. Charlene Janecek seconded the motion. The motion passed unanimously.

UPDATE ON MAIN STREET PROJECT – PHASE III

Design Engineering documents developed by Jacobson & Associates were discussed by the BOS. The current contract work is nearly complete. Jacobson will update the Main Street Committee regarding status of the work at their October meeting. Funding for the design work is in the Capital budget. BOS, BOF and Town Meeting approval is necessary to release these funds.

The release of these Capital funds at this time will allow the project (phases 6 through 9 of Jacobson's design documents) to continue in a timely manner.

Funds for phases 1 through 5 have been released and the project is currently approaching phase 5, Public Participation piece. Phases 6 through 9 will take the project to 90% designed and ready to go out to bid. Also, at 90% the project would be considered "shovel ready" and keep Chester in the que for LOTCIP funding.

Lauren has discussed the project with representatives from RiverCOG. The DOT met on 9/11/17 and reviewed the responses to their questions about the project but has not yet responded back to the town. The status of LOTCIP funding, vis a vis the State's budget crisis, (State's bonding rating was just lowered) was discussed. Fiscal year 17/18 funds have not yet been bonded; if Haddam's project "bumps" Chester's, Chester would have to wait another year for funding.

Lauren reported that there is no guarantee for funding; however, having a project "shovel ready" and designed allows for priority funding when the money becomes available. If a project is not considered "shovel ready" it will be "bumped". If the project is delayed due to funding, the design portion of the project will not need to be changed when funding does become available; however, cost estimating would need to be re-done.

The hourly rates for work outside of the contract were discussed.

Charlene Janecek made a motion to authorize the First Selectwoman to sign the contract with Jacobson & Associates for phases 6 through 9 of the Main Street Project Phase III (provided all dates and hourly rates are accurate), and to forward a request to the BOF for the release of funding (\$123,000) for the project. Carolyn Linn seconded the motion. The motion passed unanimously.

Note: there are no contingency funds available for additional meetings which might be necessary with Jacobson and the Main Street Committee. Any additional meetings with Jacobson will cost an additional \$1,000 (approximately) per meeting.

CONTRACT APPROVAL – SOLAR – CHESTER ELEMENTARY SCHOOL

In May, the BOS authorized the installation of solar panels at CES. Parameters of the draft contract with Greenskies include: 20-year PPA for solar panels on CES. This 20-year lease does not include any financial outlay from the Town, but is a long term financial obligation. The E-Team has commented on the proposed contract.

Copies of the contract and initial proposal were available at meeting. The BOS discussed various aspects of the project including:

- The structural integrity of the roof has been tested
- The panels currently on the roof will remain the property of Chester.

- First year savings are anticipated to be over \$16,000 and the 20-year total savings are estimated to be \$ 469,000.
- Project approval from Eversource is necessary prior to permitting
- The project cannot be completed with children in the building; therefore, tree trimming/cutting would be completed in April 2018 (over April vacation), with an anticipated start of the project in June 2018. The contract will include language that the Town must approve the removal of any trees.
- If the Town requests that the panels be tested more frequently than required by contract, the Town would have to pay for said test if the test indicates a less than 2% error. Greenskies will pay for periodic testing.
- Per state law, the project is tax exempt.
- The system is transferrable.
- Additional information on the “educational components” will be provided.
- An action plan for system failure will be provided.
- Greenskies is responsible for the maintenance and repair. They own the system, Chester is leasing the roof to them in exchange for discounted electric rates.
- Lauren will obtain clarification on the electricity rate in the event that the system is inoperable.
- Clarification was requested on the end of lease payout portion of the contract. Lauren will pursue same.
- The final contract will be reviewed by Town Attorney and CIRMA.

Carolyn Linn made a motion to forward the final contract (20-year Power Purchase Agreement with Greenskies for solar panels on CES. Project to be completed in the summer of 2018) to the BOF with the recommendation that the project be forwarded to Town Meeting. Charlene Janecek seconded the motion. The motion passed unanimously.

AUTHORIZING RESOLUTION – EMERGENCY MANAGEMENT

Lauren distributed a copy of an Authorizing Resolution of the Town of Chester. The document is signed by the First Selectwoman each year. The document allows the First Selectwoman to execute and deliver any and all documents regarding the Emergency Management Planning Grant, declaration of an emergency in the event of a crisis, etc.

Charlene Janecek made a motion to adopt the document as presented. Carolyn Linn seconded the motion. The motion passed unanimously.

SELECTWOMEN REPORTS

Lauren reported that the new decorative lights which were installed as part of the Bridge Project have been temporarily connected to the light in front of 6 Main in order to be operational. She thanked Mr. William DeJonge, owner of 6 Main, for allowing the town to do this until the next Phase of the Main Street Project.

Meeting House – estimates have been received for repairs including a new oil tank and boiler (a room will be built in dressing room area to encase the boiler) and a new chimney. Insulation has already been installed. All contractors on the projects are Chester residents. The new oil tank, new furnace and removal of the old furnaces will be accomplished by mid October.

The LED streetlights have been ordered. Delivery and installation is anticipated mid to late October.

The contract with Malone and McBroom regarding the POCD should be signed this week.

AUDIENCE OF CITIZENS

An audience member questioned the conditions of the footings/foundation at the Meeting House. Lauren reported that the area has been examined and determined to be structurally sound. Additional tasks to be completed at the Meeting House include: replacement of entry way flooring and abandonment of the underground oil tank.

ADJOURNMENT

Charlene Janecek made a motion to adjourn the meeting at 8:16 p.m. Carolyn Linn seconded the motion. The motion passed unanimously

Respectfully Submitted,

Suzanne Helchowski
Clerk