

SPECIAL MEETING  
CHESTER BOARD OF SELECTWOMEN  
JULY 19, 2017  
CHESTER TOWN HALL  
203 MIDDLESEX AVENUE  
COMMUNITY MEETING ROOM

Lauren Gister called the special meeting to order at 7:00PM.

ROLL CALL: In attendance included: Lauren Gister, Charlene Janecek, and Carolyn Linn

APPROVAL OF JULY 6, 2017 MEETING MINUTES

The June 28<sup>th</sup> meeting minutes will be approved at the next BOS meeting.

Charlene Janecek made a motion to approve the July 6, 2017 meeting minutes. Lauren Gister seconded the motion. The motion passed unanimously.

Note: Carolyn Linn stated that two paragraphs above 'Adjournment', the minutes should be changed from: "...sees no reason *it must be changed*" to "*to be moved earlier to the September date*"

Correction to minutes from 5/24/17 – page 1 –

Caryn Davis wrote a letter stating that she was incorrectly attributed with the quote:

"Caryn Davis continued that the uncertainty with the plans may hinder the Committee's ability to collect pledges from local businesses to help raise money for the project".

Ms. Davis requested that her name be removed from that portion of the minutes.

NEW BUSINESS

NOTICE OF AWARD AND RESOLUTION—PROSPECT STREET CULVERT REPLACEMENT

First Selectwoman Gister recommends the Prospect Street Culvert Replacement project be awarded to VMS Construction Company. All appropriate references and certifications have been verified.

The project was delayed by 3-4 weeks due to DEEP issues. First Student Bus Company has been notified of the upcoming construction project since it affects their routes. It is anticipated that the project will be completed in early October.

The contract calls for the reuse of guard rails saving the Town \$500.

Charlene Janecek made a motion to authorize Lauren Gister to sign the Notice of Award to VMS Construction, and for the members of the BOS to sign the resolution authorizing First Selectwoman Gister to execute and deliver in the name of the Town of Chester a contract with VMS Construction for the replacement of the Prospect Street Culvert. Carolyn Linn seconded the motion. The motion passed unanimously.

*SIGNED FINAL RESOLUTION WILL BE INCLUDED IN THE MINUTES*

APPOINTMENTS TO BOARDS AND COMMISSIONS

Three re-appointments to various Boards/Commission will be made at the next BOS meeting.

Charlene Janecek made a motion to appoint Lisa Wahle to the vacant position on the Conservation Commission for a term expiring on November 1, 2018, and to re-appoint Richard Holloway to the Cedar Lake Watershed Commission for a term to expire July 1, 2019. Carolyn Linn seconded the motion. The motion passed unanimously.

AUDIENCE OF CITIZENS - None

SELECTWOMAN'S REPORTS

The BOS will schedule a special meeting to review the Financial Policies and Procedures Manual. A draft of the document will be forwarded to the Selectwomen.

The BOS cancelled the 7/26/17 BOS meeting since it so close to this one. The next regular BOS meeting is scheduled on August 9, 2017.

The board briefly discussed the solar project on the elementary school, including the layout of the panels and the finalized costs. It was anticipated that work would have begun already, however the contract that Greenskies provided needed many changes and the town is still waiting for their attorney to provide a clean copy for signature. It is uncertain whether the project will be able to be accomplished this year because the majority of the work will need to be accomplished before the students return.

ADJOURNMENT

Charlene Janecek made a motion to adjourn the meeting at 7:23 p.m. Carolyn Linn seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Mary Jo Helchowski  
Clerk