

CHESTER BOARD OF SELECTWOMEN
REGULAR MEETING
WEDNESDAY, MAY 10, 2017
CHESTER TOWN HALL
203 MIDDLESEX AVENUE
CHESTER, CT

CALL TO ORDER

Lauren Gister called the meeting to order at 7:02 p.m.

ROLL CALL

In attendance included: Lauren Gister, Charlene Janecek, and Carolyn Linn, Ed Meehan and Pat Woomer of the Energy Team.

Charlene Janecek made a motion to add two items to the agenda, appointment of Tom Brelsford as Justice of the Peace, and Voting on the Sale of the Police Car. Carolyn Linn seconded the motion. The motion passed unanimously.

APPROVAL OF APRIL 26, 2017 MEETING MINUTES

Charlene Janecek made a motion to approve the minutes from the 4/26/17 BOS meeting as amended. Lauren Gister seconded the motion. The motion passed with Carolyn Linn abstaining from the vote.

Corrections:

Under Selectwoman's Reports, the sentence "Lauren Gister updated the Board on the bridge..." should read "Lauren Gister updated the Board on the Prospect Street Culvert Project..."

AUDIENCE OF CITIZENS - None

CHESTER ELEMENTARY SOLAR INSTALLATION

See Chester Elementary School PPA Options packet attached.

The Chester E Team presented their recommendation for adding additional solar panels to the roof of the Chester Elementary School. After exploring many options, they decided that Greenskies offered the best program. The E Team's plan includes adding 385 new panels to the existing 42 panels, which will account for 42% of the total energy used at CES. At 5.7 cents per kilowatt hour, the plan will save the Town almost \$470,000 over 20 years, and will cut the current bill by approximately 25%.

The Board also discussed educational components included by Greenskies, including weather kiosks for students to utilize, potential tree removal to maximize solar power, and next steps, including approval contingent upon the BOE and Planning and Zoning review if necessary under CGS 8-24.

Charlene Janecek made a motion to authorize Lauren Gister, First Selectwoman, to sign a fixed 20 year PPA at 5.7 cents per kilowatt hour contract with Greenskies contingent upon approval by BOE and Planning and Zoning if required by statute, and, approval by Town Meeting (if necessary). Carolyn Linn seconded the motion. The motion passed unanimously.

SALE OF THE POLICE CAR

The BOS discussed the old police car that is no longer in service.

Lauren Gister made a motion to put the blue Crown Victoria police car up for sale. Funds realized from the sale will be placed in the General Fund. Carolyn Linn seconded the motion. The motion passed unanimously.

APPOINTMENT OF TOM BRELSFORD

The BOS discussed the appointment of Tom Brelsford to the position of Justice of the Peace, in place of Harvey Redak.

Lauren Gister made a motion to appoint Tom Brelsford to fill the Democrat Justice of the Peace position vacated by Harvey Redak. Charlene Janecek seconded the motion. The motion passed unanimously.

STORMWATER MANAGEMENT ORDINANCE

Lauren Gister has reviewed Stormwater Plan and will develop a draft ordinance for review by the BOS and Town Attorney. A Town Meeting will be scheduled for final approval.

STREETLIGHT PROJECT SCHEDULE UPDATE

Streetlight audit figures are not yet available. It is anticipated that the audit will begin in mid-June. The streetlights are expected to be installed by September or October.

TOWN MEETING CALL

The Town Meeting Call has been advertised in the paper. Agenda items include: methods of payment, adoption of budget, authorization of the release of funds from the Capital (to be used throughout the year without the need for a Town Meeting) for planned upcoming needs; i.e. roads, and Cedar Lake Watershed and Weed Project, the firehouse boiler replacement, etc.

Carolyn Linn made a motion to approve and forward the Call to Town Meeting to the BOF for consideration. Charlene Janecek seconded the motion. The motion passed unanimously.

ACCOUNTING AND FINANCIAL POLICIES AND PROCEDURES MANUAL

The Board discussed the draft Financial Policies and Procedures Manual. It was noted that the document is to be reviewed annually but the document has not been updated since 2013. The Board agrees that there are parts of the manual that must be rewritten and clarified.

The Board scheduled a special meeting on Thursday, June 1, 2017 from 3:00 to 5:00 p.m. to review the document in detail.

EXECUTIVE SESSION

Carolyn Linn made a motion to go into Executive Session at 8:20 p.m. to discuss contract possibilities for lease of space in a town building that is too premature to publicly announce. Charlene Janecek seconded the motion. The motion passed unanimously.

Regular session resumed at 8:44 p.m.

No action taken.

SELECTWOMAN'S REPORTS – None.

AUDIENCE OF CITIZENS - None

ADJOURNMENT

Charlene Janecek made a motion to adjourn the meeting at 8:45 p.m. Carolyn Linn seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Mary Jo Helchowski
Clerk