

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

Chester Board of Selectmen
Regular Meeting
February 7, 2018
Community Meeting Room
203 Middlesex Avenue
Chester, Connecticut

CALL TO ORDER

First Selectwoman Gister called the meeting to order at 7:02 p.m. In attendance included: Selectwoman Janecek, Selectman Grzybowski, Alex Hoehnebart and Vic Hoehnebart.

APPROVAL OF MINUTES

James Grzybowski made a motion to approve the minutes from the 1/24/18 BOS meeting as amended. Charlene Janecek seconded the motion. The motion passed unanimously.

Corrections:

Page 2 – under “Cedar Lake Weed Maintenance” change the word “evasive” to “invasive”

Page 3 – under “Pattaconk – Liquor License” – add to the motion: “to agree with previous year’s approval”.

Page 3 – under “Selectman’s Reports” – proper spelling – Trooper Weber

APPOINTMENTS TO BOARDS/COMMISSIONS

Charlene Janecek made a motion to appoint Mark Riggio, D, to a full member of the WPCA for a term to expire 11/19/19. James Grzybowski seconded the motion. The motion passed unanimously.

Lauren will ask the Town Clerk for updated list of Board/Commission vacancies. Some commissions cannot meet due to lack of quorum.

TOWN TRAFFIC CITATION FEES

A copy of the Old Saybrook Notice of Traffic Violation was included in the BOS packet. As previously reported, Chester Constables will begin issuing town tickets as opposed to state tickets where appropriate.

The BOS will discuss further when traffic violation notices from additional towns are available. Also, a copy of the town’s Traffic Authority Policies/Ordinances will be provided for BOS review.

HEALTH DEPARTMENT OPTIONS

The BOS packet included the following information:

- E-mail correspondence from Dr. Kotrady recommending that the Town join the Health District for Health Department services and budget accordingly. Mr. Vito also recommends that the Town join the Health District. Joining the District will allow the Town to meet all State regulations.
 - Mr. Vito is willing to work for several more months.
- Town of Chester current Health Department fee schedule.
 - If Chester joins the Health District, all fees will go to the District, not the Town.

- If Chester joins the Health District, fees would be consistent with surrounding towns who are current members of the Health District.
- Q&A provided by the Health District vis a vis costs for water testing.
- A copy of a proposed Memorandum of Agreement for Health Department services.
 - The draft calls for a gradual increase in fees. There may be an opportunity to negotiate these fees.
 - While the Health District does not require a contract, the BOS all agreed that a contract/MOA, in writing, would be appropriate.

Lauren reported that the Town contributes funding (approximately half of what they request) to the local VNA. Representative from the VNA will be invited to a BOS meeting to present the services they provide to residents.

Lauren is still waiting for a response from the District regarding state lab usage. Lauren will also request that the District provide a more detailed MOA for BOS review.

James Grzybowski made a motion to begin drafting a detailed agreement with the Health District including a provision for fee negotiation. Charlene Janecek seconded the motion. The motion passed unanimously.

2018/19 BUDGET

Lauren reported on a recent meeting with the Superintendent of schools regarding the CES and Region 4 budgets. The CES BOE has had one budget workshop and preliminary numbers show the CES budget up \$258,545.00 – 5.68%. Lauren has requested clarification on the contractual salary/benefits line item.

Chester’s portion of the Region 4 budget has increased significantly due to an increase in ADM.

Lauren reported that the above increases are problematic for the Town and that Chester cannot support that large an increase for the schools.

The Region 4 budget workshop was cancelled this evening due to weather and the next CES budget workshop is Monday 2/12.

Other budget drivers include:

- Health Department/Health District costs
- State Trooper costs
 - Interviews for the new State Trooper are scheduled 2/8. Five candidates are being interviewed. Costs for the new Trooper are dependent on level of seniority of the individual selected.
- Additional cuts from the State
- Building Maintenance
- Funding for POCD/Strategic Plan
- Equipment Replacement at Hose Co./Ambulance
 - James Grzybowski reported that replacement of some equipment may be delayed because the equipment is very well maintained by the Hose Co.

- James Grzybowski reported that the cab and chassis only of the Ambulance is to be replaced at considerable savings.

The Budget books are available for BOS pick up and review.

FIRE MARSHAL AND BUILDING DEPARTMENT FEES

A copy of the Permit Fee proposal for the Fire Marshal and Building Departments, developed by Dick Leighton, was included in the BOS packet and is attached. The fees typically offset the expenses in the Fire Marshal and Building Departments. The proposal brings Chester's fees into parity to surrounding towns (Deep River).

Charlene Janecek made a motion to raise the fees as presented and forward to a town meeting if necessary. James Grzybowski seconded the motion. The motion passed unanimously.

Lauren will check with the Town Attorney to determine if the fee increase must go to a Town Meeting for approval.

SELECTMEN'S REPORTS

James Grzybowski reported that the Fire Department/Ambulance recommend adding an additional 3 Ambulance staff. The job description will be updated and forwarded to BOS for approval prior to posting.

Upcoming Dates/Meetings:

- 2/22 – Chester Meeting House – Public Presentation of the Main Street project.
- Tentatively 3/1 – Camp Hazen – and 3/3 – St. Joe's – POCD/Strategic Plan presentation
- 3/8 – 7:30 p.m. - Town Hall - P&Z Public Hearing (including proposed regulations) on short term rentals (Air B&B)

Lauren is in receipt of partial and possible proposals for the 20 Water Street property. This item will appear on a future BOS agenda.

AUDIENCE OF CITIZENS – Regarding the town citation discussion, Mr. Hoehnebart commented on the importance of proper signage regarding parking spots and the possible expenses associated with appropriate signage and asphalt ground markings for parking spots, including handicap parking spots.

ADJOURNMENT

James Grzybowski made a motion to adjourn the meeting at 8:10 p.m. Charlene Janecek seconded the motion. The motion passed unanimously.

Respectfully submitted,

Suzanne Helchowski
Clerk