

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOF MEETING

TOWN OF CHESTER, CONNECTICUT
BOARD OF FINANCE/BOARD OF SELECTMEN
JOINT MEETING
Thursday, April 18, 2019
Community Meeting Room
Chester Town Hall

CALL TO ORDER

Chairman Carmany called the meeting to order at 8:05 p.m. In attendance included: Chairman Carmany, Richard Strauss (seated for Dave Cohen), Rick Nygard, Jon Joslow, Charlie Park, Jennifer Rannestad, Mike Joplin (not seated), Peter Evankow, Finance Manager, Selectman Grzybowski, and two members of the Audience.

The Board of Selectmen had no quorum for this meeting.

AUDIENCE OF CITIZENS – None.

APPROVAL OF MINUTES

Richard Strauss made a motion to approve the minutes from the 3/21/19 meeting. Jennifer Rannestad seconded the motion. The motion passed unanimously.

Jennifer Rannestad made a motion to approve the minutes from the 4/4/19 meeting. Rick Nygard seconded the motion. The motion passed unanimously.

FINAL REVIEW OF REVENUE, EXPENDITURE AND CAPITAL DRAFT BUDGETS IN PREPARATION FOR PUBLIC HEARING

The “bottom line” on the Budget Adjustments document as follows:

Tax Increase

Town/Capital - \$70,364.73 – 9.77%
Region 4 - \$424,685.00 – 58.99%
CES - \$224,849.27 – 31.23%
Total - \$719,899.00 – 100%

Peter Evankow, as previously reported, commented that \$80,000 for tree work has been moved into the Capital.

Additional items discussed included:

- Jamie Grzybowski explained the rationale for additional staff at the Ambulance. An additional \$10,000 in revenue is expected as a result of increased staff.
- Jamie Grzybowski reported that no changes are anticipated as a result of an individual not accepting the 29 hours per week Public Works/tree/custodial position.
- Fire Marshal hours increased due to duties.
- Additional hours for the Librarian have been “taken off the table”.

- The BOF discussed the appropriate protocol for use of the Gwendolyn Ortner Jones Trust vis a vis Librarian salaries. Richard Strauss provided the following: “outside source funds provided to support the work of a town employee, either as an offset for Town funding or for the purpose of additional work, should be paid to the Town by the outside source designated for the purpose for which the payment is intended, with the employees being paid directly by the Town, not the outside source”. It was agreed that this would be added to the Policy Manual.
- Peter Evankow reported that the Fund Balance is currently 14.42% down from 16.6% in prior years. If the level gets below 10%, per the auditors, it must be replenished (via tax increase).
- The status of the CES and Region 4 end of year anticipated surplus was discussed. Their audits are complete and funds are anticipated in the near future.
- Chester is awaiting final FEMA reimbursements as a result of the September storm/flood. Figures are not yet finalized. Approximately \$323,000 has been spent out of Capital for the repairs and any reimbursement would be put back into the Capital accounts.
- Jamie updated the board on the necessary repairs needed to the Project Adventure course at CES.
- Estimates are being developed relative to necessary repairs to the Maple Street Parking Lot. Jacobson, Bruce Cypher and John Divis are working together on the estimates. Mike Joplin supported using funds (\$30,000) from the Main Street Project to address the Maple Street Parking Lot.
- Jamie is expecting bids at the end of the month regarding the Ambulance refurbishment.
- North Quarter Park is being upgraded with current funding.

The BOF had continued discussion regarding the school budgets. Virginia will request that the BOE provide documentation regarding the Cafeteria subsidy/budget and related matters.

AUDIENCE OF CITIZENS

Susan Wright suggested that the PTO do a fundraiser to provide funding for the Project Adventure repairs. Jamie responded that he did attempt to receive grant funding for Project Adventure but was unsuccessful. The PTO recently raised \$70,000 for playground equipment. The playground at CES will be replaced this Summer.

ADJOURNMENT

Jon Joslow made a motion to adjourn the meeting at 9:00 p.m. Charlie Park seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski
Clerk