

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF CHESTER, CONNECTICUT  
BOARD OF SELECTMEN  
SPECIAL MEETING  
Wednesday, January 08, 2020  
Community Room  
Chester Town Hall

CALL TO ORDER

First Selectwoman Gister called the meeting to order at 7:30 p.m. In attendance included: First Selectwoman Gister, Selectwoman Janecek, Selectman Englert, Pat Woomer, Ed Meehan, Rob Ferrigno, Earthlight and Joe Cohen.

AUDIENCE OF CITIZENS – None.

APPOINTMENTS TO BOARDS/COMMISSIONS – None.

TOWN HALL ENERGY PRESENTATION

Members of the ETeam, Pat Woomer and Ed Meehan, and Mr. Rob Ferrigno, Earthlight were present and provided an overview of the Energy Opportunity Proposals for the Town Hall and the Fire Department. Information relative to the proposals was included in the BOS packet. The proposal calls for changing lighting fixtures in the town hall’s common areas and changing bulbs only in town hall offices. Rick Hollowell is in possession of the specs for the proposed equipment installation. Rob will also email them to First Selectwoman Gister.

Details of the proposals include:

<u>Town Hall</u>		<u>Fire Department</u>
Annual Energy Savings	21,768 Kwh	16,105 Kwh
Annual Cost Savings	\$4,290.45	\$3,129.27
Project Cost	\$20,756.72	\$15,160.21
Eversource Incentive	\$5,201.45	\$3,790.73
Loan Amount	\$15,555.27	\$11,369.48
Monthly Payment	(\$324.07)	(\$236.86)
Monthly Savings	\$357.54	\$260.77
Net Monthly Cashflow	\$33.47	\$23.91
Incentive %	25%	25%
Payback	3.63 years	3.63 years
5 year return	\$5,897.00	\$4,276.87
10 year return	\$27,349.26	\$19,923.22

Note that Earthlight is also working with CES staff on a project and the Fire Chief has been updated on the proposal. Representatives from Essex Savings Bank have also been updated on the project.

Pat Woomer, ETeam, reported that the ETeam has reviewed the proposals and Rick Hollowell has worked closely with Mr. Ferrigno.

A copy of the proposed Customer Application/Agreement was included in the BOS packet. Mr. Ferrigno agreed to a 5 year warranty on maintenance and labor. There are no upfront costs to the Town and considerable savings can be realized over the next 5 and 10 years.

#### Next Steps/Timeline

- Walk-through of facilities to verify numbers
- Order materials – anticipated that materials will arrive in 2 to 3 weeks
- Installation to begin in approximately one month
- Fire House project can be done in one day
- Town Hall project can be done in 2 to 3 days
- Agreement expires 2/4/20 – Eversource incentive dollars are being “held” for Chester. If not used, they will be moved back into the fund. Two thousand twenty incentives may have changed.
  - Lauren reported that it may be necessary to have Town Meeting Approval
  - Because no up front funds are necessary from the Town, Lauren will discuss with the Town Attorney the necessity of a Town Meeting.
  - The BOF should be updated on the proposal.

Tom Englert made a motion to approve the Fire House and Town Hall proposal as submitted by Earthlight Solar and Energy Solutions as presented, assuming conservation incentives are in place and pending final determination of the contract approval process and to forward the proposal to a Town Meeting if necessary. Charlene Janecek seconded the motion. The motion passed unanimously.

#### REGIONAL PERFORMANCE INCENTIVE PROGRAM ENDORSEMENT

For informational purposes, a copy of a letter, developed by RiverCOG, relative to OPM’s request for the COG’s evaluation of regionalization of two municipal services: public safety access points and tax assessment, was included in the BOS packet.

To facilitate RiverCOG’s submittal of applications to OPM’s Regional Performance Incentive Program (RPIP), a resolution of endorsement and authorization is required from each municipality. A copy of the Resolution was included in the BOS packet along with the 5 items RiverCOG is proposing including:

- Update of digital parcel maps in the 17 member municipalities of RiverCOG
- Statewide project to survey the state’s municipal boundaries to create better digital maps statewide.
- Upgrades to regional emergency communication system to benefit all RiverCOG municipalities and Colchester and Marlborough.
- Chester, Deep River and Essex Radio system upgrades – new radios for emergency responders in Chester, Deep River and Essex which are compatible with the state’s system.
- Feasibility study for setting up a shared multi-town building department and digitalization of building department records in Chester and Killingworth.

Charlene Janecek made a motion to approve Resolution of Endorsement and Authorization to sign documents relative to the RPIP program proposals developed by RiverCOG. Tom Englert seconded the motion. The motion passed unanimously.

#### CEDAR LAKE SIGN AND ORDINANCE DISCUSSION

Lauren reported that the current signage located at Cedar Lake is inadequate. The Cedar Lake Watershed Commission would like to have a sign installed. They have an individual willing to make the sign for a nominal fee. A copy of the proposed verbiage of said sign was distributed to the BOS and discussed. Proposed verbiage was “wordsmithed” by the Selectmen and will be forwarded back to the Cedar Lake Watershed Commission.

Lauren reported that the Watershed Commission is concerned about the safety of swimmers, paddle boarders, kayakers, etc. and the increased growth of invasive species being observed at Cedar Lake. These invasive plants get into Cedar Lake via boat motors and trailers. In an effort to curtail the spread of invasive species and to support the safety of swimmers, etc., the Watershed Commission is suggesting that an Ordinance be developed to ban the use of motorboats on Cedar Lake (excluding emergency responders and those with written permission from the Town to use a motorboat on the lake). There are currently restrictions regarding the size of motors and speed on the lake.

Protocols for use of motor boats in other towns are currently being researched. It was unclear if the Town has purview over this issue since the boat launch is state owned; however, the Town does own the lake. Also, the BOS expressed concern that any Ordinance restricting the use of motorboats on the lake would be extremely difficult to enforce due to limited staffing.

It was suggested that signage at the boat launch could include a request that boaters wash their trailers and motors prior to use in Cedar Lake.

This item will be discussed further at a future BOS meeting

#### TEMPORARY BUILDING OFFICIAL APPOINTMENT

Ron Rose, Chester’s current Building Official is scheduled to retire as of 1/10/20. The position was posted; however, for a variety of reasons, no applicant was acceptable. The Town of Killingworth is also in need of a part-time Building Official. The intent is to post a position, with Killingworth, for a full-time Building Official to be shared by the two towns. Until the position is posted, Chester is in need of an interim Building Official.

Lauren Gister made a motion to appoint Dick Leighton as Acting Building Official as of 1/13/20 for a period of 90 days. Charlene Janecek seconded the motion. The motion passed unanimously.

#### SELECTMEN’S REPORT

Tom Englert reported on the Supervision District budget workshop held on 1/8/20. A slide presentation was provided but unfortunately, no budget was distributed. Tom will forward a copy of the slideshow to the Selectwomen. The next budget workshop is scheduled next week.

The first BOS budget workshop is scheduled 2/20/20. Selectmen will have a copy of the proposed budget to review prior to workshop. There are 8 budget workshops scheduled jointly with the BOF.

Information, developed by Trooper Ward, relative to a request for additional hours for Constable Decrosta was included in the BOS packet and discussed. The request for sick and vacation time for constables will be discussed during the budget process.

Updated costs projections for State Troopers were received from the State and indicate that the State has lowered the fringe benefit rate thus saving the Town money. There are funds currently available to fund the request for additional hours for Constable Decrosta.

Lauren encouraged the Selectmen to review the documentation provided by Trooper Ward for further discussion at a future bos meeting.

The BOS discussed the issue of political tents taking up parking spots on Election Day. The Registrars have asked that tents be allowed only on the grass and not in parking spots on Election Day. The BOS agreed that political tents should not be permitted in parking spots. The Election Moderator has the authority to enforce this policy.

Mr. Cohen suggested that parking a vehicle in a parking spot all day with a political sign should not be allowed; no parking spots should be used for political purposes on Election Day.

Lauren reported:

- Dale Kroop, Grant Writer, is developing a plan for reinstating the housing rehabilitation program funded by the repayment of Small Cities grants. The BOS will discuss further at a future BOS meeting.
- Main Street Project – the Town is awaiting the State’s response to the information the Town submitted to the State regarding non-participating items in the Main Street project. The Town is anxious to put the project out to bid. Lauren will continue to follow-up with the State.
- Charlene is working on lists of Korean War and Vietnam War veterans.
- Lauren has met with the owner of the private dam (behind the Historic Society). The owner intends to remove the dam and is working with the Nature Conservancy for funding of the project.

#### APPROVAL OF MINUTES

Charlene Janecek made a motion to approve the minutes from the December 18, 2018 BOS meeting. Tom Englert seconded the motion. The motion passed unanimously.

#### ADJOURNMENT

Charlene Janecek made a motion to adjourn the meeting at 9:58 p.m. Tom Englert seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski  
Clerk