

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOF/BOS BUDGET MEETING

Town of Chester, Connecticut  
BOF/BOS  
Special Meeting  
Thursday, February 20, 2020  
203 Middlesex Avenue  
Community Meeting Room

CALL TO ORDER

Chairman Carmany called the meeting to order. In attendance included: Chairman Carmany, Rick Nygard, Jon Joslow, Richard Strauss, Greg Merola, Mike Joplin (for Jennifer Rannestad) and Andrew Gardner (not seated). Also, in attendance were Jennifer Rannestad (not seated), First Selectwoman Gister, Selectwoman Janecek, James Grzybowski and Peter Evankow, Business Manager.

BUSINESS

Preliminary discussion of the Draft Town Operating Budget Expenditures, budget drivers, new initiatives and communications. Determination which Boards or Commissions might be asked to present

The BOS and BOF reviewed the proposed 20/21 Budget. Highlights include:

- Proposed revenue is up \$178,159.00.
- The Grand List shows an increase.
- 2.75% increase in payroll per Union contract.
- Expenditures are up approximately \$13,000
- Capital is at \$7,000 based on last year's approved budget.
- CES is up \$127,202 – 2.61%
- Region 4 is up \$298,999 – 6.16% to Chester
  - ADM shift to Region 4 – Chester is the only town that is up. Laruen has requested exact figures.
- Department Head budgetary requests were included in information distributed to the BOF.
  - Hose Company, Visiting Nurses, Police
- The First Selectman's budgetary requests were included in information distributed to the BOF.
  - Camp Director/Medical Officer for Park & Rec. – role used to be filled by the Director of Health per State Statute. However, the Health District does not fill this role.
  - Public Works – request for additional staff hours as the Public Works staff has facilitated projects that otherwise would have cost more if contractors were hired to do the projects.
  - Part-time Building Official – position has been posted twice. Difficult to find individual for a part-time position and our salary is not competitive.
  - Tree Warden – request for additional salary as duties have increased.
- Capital requests:
  - Dredging of Chester Creek – time does not allow for this project to be completed this year. The project must go out to bid and be completed by April.
  - 2018 Flood Damage repairs
  - The Tree Budget will be substantial.
  - Major mechanical needs for Town Hall should be considered (roof, boilers, etc.)

- Roads

Dependent on the school's budget, Lauren reported that the Town should consider a part-time Planner or the use of a consultant to facilitate grant applications and work with EDC, P&Z and the BOS.

The "not for profit" tax status of Masonicare and two other properties was discussed.

Board/Commission representatives that may be invited to a future joint BOS/BOF meeting:

- Library
- Fire Department
- Public Works
- Police
- Nursing

Lauren reported that Chester's Resident State Trooper is retiring. On 2/26/20, she will be interviewing, along with the State, candidates for the position.

The BOF discussed an appropriate protocol to fund Capital and the possibility of pre-funding Capital using the anticipated end of year surplus of approximately \$80,000.00.

The schedule and potential agenda items for the upcoming joint budget meetings was discussed. It was suggested that the budget meetings have a sharp end time of 9:30 p.m. Peter Evankow keeps a list of additions, deletions, changes to the budget per the BOF/BOS discussions during the budget workshops.

Lauren reported that the Meeting House floor is currently under construction. The contractor has removed the top layers of the floor down to the sub-flooring. The sub-flooring is signed and dated 1876. These floor boards will be given to the Historical Society. They have also uncovered rot and termite damage. A structural engineer has been involved in the project. It is anticipated that the project will be complete by the end of March. The bathroom facilities will also be renovated as part of the project.

AUDIENCE OF CITIZENS – None.

#### ADJOURNMENT

On a motion made and duly seconded, the meeting was adjourned.

Respectfully Submitted,

Suzanne Helchowski  
Clerk