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### Seating of Members

Call to Order by BOF at 7:02 PM. Nygard, O'Hare, Bernhart, Joplin, Vilcheck (seated for Carmany), Gardner, full members all seated. Cline and Jordan, alternates, present but not seated.

### Welcome

BOS present and seated included Janecek and Meehan.

Audience – none.

### Procurement of storage and related equipment to support Police Body Cameras

Tom Riggio from CT Comp explained the quote and how the storage is going to work. He noted he works for CT Computer Service which is an IT Management Service for the town and has supported the Town of Chester and others since 2015. His role is an account liaison and provides strategic guidance and daily support. He reviewed his history with the town.

Riggio reviewed body cam infrastructure noting the town needs additional connections and capabilities. The Town is low on parts, they are aging and limited capabilities. He explained the addition of equipment, audio video solutions and expansion of vehicles. He noted they are on the State Contract for pricing but lead time is 6 to 9 months. The storage system, servers, port capacity, drive capacity, backup server and body cam doc software were all reviewed. Offsite storage and storage with other towns was reviewed.

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He felt sharing storage with other towns would be a complicated endeavor and present some challenges. Lease vs. purchase was reviewed as well as project timing. Some equipment is readily available weeks to 3 months, but 9 months is worse case. Hard drives have a 3 week lead time. Software vendor needs time to schedule and install. The State Contract allows them to take advantage of fair bidding and best pricing. They provide industry standard solutions as well as day to day planning with the Town and budget plans for 1 to 5 year stretch.

Riggio encouraged the Town to look at cyber insurance and get a quote. They do compliance and security services and create actual policies for the Town. He noted he would like to meet with the Town to review what they have been doing with the Town and other towns. John O'Hare asked if there is a system in place anywhere similar to a town like ours. Old Lyme, Essex, Killingworth, Lyme and Chester were reviewed. There was discussion about hosting with Deep River and Westbrook.

It was noted CT Comp has been on board for the last 10 years. The company has done yomen's work for the town. Why would the town go out with a very expensive complicated system dedicated to police use and change the vendor. It doesn't make sense. CT Comp brought the town out of the dark ages and the system has been built successfully and is working.

Riggio works personally with the town. A lot of thought has gone into this and there is always something new to talk about. He's hoping to put his best foot forward and the best interests of the town. The town has done a great job keeping up with technology and has had very consistent planning and process to keep the network running.

Andrew Gardner noted the town needs to be sure it is not over building with too many eventualities or expansion of the future. There was a brief discussion of possible items that could be added to the system later.

Nygaard noted there is a lot to think about with no clear answer as to what happens if we get to July 1<sup>st</sup>. Janecek noted OPM has been very clear that this has to be in by July 1<sup>st</sup>. If not, there is a daily fine and no officers will be on patrol.

Jordan discussed using government funds and the information supplied by Riggio.

Janecek noted if this is not in place by July 1<sup>st</sup>, there is a \$100 a day fine and the Town will not have a police force. We don't have to pay police for not working, but there won't be any police coverage in town. Joplin asked how long the town has known about the July 1<sup>st</sup> date. Janecek replied about a year. It sat on the desk for 7 months. She noted most towns are having difficulty with this. Nygaard noted there are two things to worry

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about – fines and crime waves all over the State. The absence of police officers on the streets of Chester is the main concern.

Joplin asked what the consequence is if not in place by July 1<sup>st</sup>. Janecek noted \$100 a day fine and our officers cannot patrol without cameras and backup per this new legislation. Cameras and backup must be in place. Chester is under a State Trooper town so our requirements are a little different. Don't know what the big cities and departments are doing. Killingworth doesn't have to do this because they have no police, just Resident Trooper.

There was discussion regarding the storage.

Bill Bernhart noted the only he sees is for the Town to move forward and fund it as an ARPA proposal assuming we have to comply. We have to treat this as an emergency and we need to go with CT Comp as proposed. Don't see any other expeditious way of doing it before July 1<sup>st</sup>. Janecek asked Bernhart if there is an emergency ARPA meeting in order to get this to Town Meeting so it can go forward. Bernhart replied yes if that is what the Town wants to do. We need to create the proposal and be prepared to address arguments against it. This situation has been forced on us and we need to do it. Nygard noted the Town can apply for the 30% Grant from the State to offset some of the cost for the cameras. Janecek noted she will schedule a Town Meeting for the 30<sup>th</sup> and the Selectmen will have a Town Information meeting the week before.

Jordan asked if Telripco has a hosted solution for storage and video processing. Janecek will check on this. Storage and backup should not be on the same site.

ARPA has to approve the funds and then the Selectmen will declare it an emergency.

#### **CAPITAL**

Peter noted a lot has changed in the last 2 days. Still getting requests from departments. He indicated there is a lot of backup material. The total now is \$913,000. An updated copy was sent to everyone.

Nygard noted in looking at the size of the Capital Budget and the Hose Company is going out for a number of years. Should we be funding stuff that isn't going to be purchased for 10 years which opens up the issue of bonding.

Peter noted Chester Creek Dredging is being funded from Highway Equipment and replacing it with the Grant when it comes in is really smart. NRCS has to be funded at a certain amount to. It can be borrowed from another line item and when the Grant comes in put the money back.

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**HOSE COMPANY**

Grzybowski noted 2021 has showed an increase in calls. 708 calls which resulted in call hours of volunteers of 5,425 hours with training of 4,000 hours and activity of 3,000 hours. Volunteers put in over 12,000 hours of time to the department. Accounts Receivable went up by \$191,312 which went back into the General Fund from the Ambulance Receivables.

Grzybowski noted most of the line items have stayed flat. Only one concern is Gas and Oil which is estimated to need an additional \$3,000 in that account.

Regular Payroll was reviewed. This is for part time ambulance crew, 100% volunteers. No officers or Chief. Difficult to get EMT's. This year adding full time position 40 hours a week and will pick up 35 calls that were missed and went to other towns. Biggest need right now is the over nights.

Other area of increase is Building Maintenance from \$7,000 to \$10,000. The building is getting older. Metal doors and door frames were changed out because they didn't close properly. Maintaining all systems in the fire house.

Date Processing increased which is the maintenance and licensing contract for fire house software which does all tracking for State and Federal Government reports. The second maintenance and licensing contract is for electronic patient care reports. This is web based with proper security. The third one is a licensing contract for scheduling software for duty crews for the ambulance and daily communication between members and part time paid staff. Reason for increase is we are in the process of changing our electronic patient care report system from EMS charts vendor to ESO. ESO is compatible with our fire house software so it will integrate calls and mesh together. Both Middlesex Hospital and Shoreline use that same system.

Water and phone increased 2 ½ to 3%.

Total amount being requested if \$404,605. Currently there is \$125,000 collected for this year. Expected to hit target date of \$200,000 receivables for the ambulance that offsets the budget and goes into the General Fund. Based on call volumes anticipate \$215,000 next year. Asking for \$189,605 which is only an increase of less than \$3,000. We have to add back in \$3,000 for diesel fuel. Price is still going up.

Heating fuel currently shows surplus. Boiler system has been updated, put in floor heating so there is a savings. Hopefully will be right on target.

The operating budget is a need base not a want base. A want base would have been significantly higher. This is what we need to effectively provide fire and ambulance

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service to the Town of Chester. We take really good care of our equipment. NFPA recommends 20 year turn around on fire engines. We are already over 30 years due to volunteers taking pride in the equipment and providing service to Chester.

Capital will be discussed next week. Next week meeting is on the 17<sup>th</sup>. Review of Capital and Police.

Dredging issue has to go to Town Meeting on the 30<sup>th</sup>.

Peter reviewed Budget Adjustments:

State of CT LOCIP recommending increase from \$30,000 to \$45,000. He will update that number.

Quote for Audit increase of \$3,000.

Highway Regular Payroll budget went up by \$37,960. New person would make around \$51,817, only going up \$37,000 because 2 part timers are being removed. The \$37,000 will go down by \$7,323.00.

Masonicare

Judge usually allows pay back over 3 to 5 years, extended period of time.

Audit

Chester is paying one of the lowest fees. Some towns are going out to bid but not receiving bids back. We are at a great rate for our town.

Emergency Communications Service, agreed to add an amount.

Audience of Citizens – none.

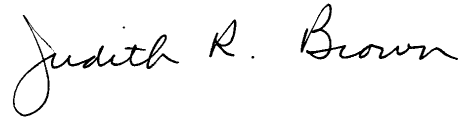
**Motion by O’Hare, second by Bernhart, to approve February 23, 2022 Minutes amended as follows – bottom of page 2, remove the word “Tax” in front of Assessor; under Park & Rec, Page 4, if they submitted a “competitive” bid; bottom of Page 4 under Retirement VSAP is the Hose Company’s Pension Plan. Unanimously Approved.**

**Motion by O’Hare, second by Bernhart, to adjourn at 8:58 PM. Unanimously Approved.**

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Respectfully submitted,

A handwritten signature in black ink that reads "Judith R. Brown". The signature is written in a cursive style with a large initial 'J' and 'B'.

Judith R. Brown, Recording Secretary