

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF CHESTER, CONNECTICUT
BOARD OF SELECTMEN
REGULAR MEETING
Wednesday, May 11, 2022
Community Room
Chester Town Hall

CALL TO ORDER

First Selectwoman Janecek called the meeting to order at 7:01 p.m. In attendance included First Selectwoman Janecek, Selectman Meehan, Selectman Englert and Terri Englert.

Charlene Janecek made a motion to add to the agenda a discussion on Cyber Insurance. Ed Meehan seconded the motion. The motion passed unanimously.

AUDIENCE OF CITIZENS – None.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Ed Meehan made a motion to appoint Michael Bellesiles, D, to the Inland Wetland and Watercourses Commission with a term to expire 11/18/25. Tom Englert seconded the motion. The motion passed unanimously.

Note that Al Bisacky, Chairman IWW, recommended Mr. Bellesiles and he has been attending meetings.

APPROVAL OF MINUTES

Ed Meehan made a motion to approve the minutes from the 4/27/22 meeting as presented. Tom Englert seconded the motion. The motion passed with Charlene abstaining from the vote.

ARPA PROPOSALS

The ARPA proposal, for an on-line land use permitting system, developed by John Guskowski, ZEO, was included in the BOS packet.

Charlene reported that Deep River is not moving forward with the proposed permitting system; therefore, the entire \$20,000 cost to implement, if approved by the Chester BOS, would be the responsibility of the Town of Chester. The income generated from Land Use permits would not “cover” the cost of implementation of the program or on-going operational costs. In addition, the “workload” in the Land Use offices does not warrant this expense.

Also, even if implemented, individuals would still be required to come into the Town Hall to meet with officials and to pay appropriate fees.

The importance of Land Use department heads meeting regularly to review projects was discussed. In addition, the “check list” has been implemented.

Note that this was presented to the ARPA Committee and accepted.

Ed Meehan made a motion to find the Land Use On-Line Permitting request for ARPA funds (\$20,000) unnecessary at this time. Tom Englert seconded the motion. The motion passed unanimously.

DISCUSSION OF TOWN HALL GENERATOR

Ed Meehan is developing an RFP for a Town Hall generator. The RFP will include moving the generator currently in place at the Town Hall to another location (potentially the Town Garage). In addition, the RFP will include specs to support a full service generator for the entire Town Hall. ARPA funds will be requested to fund this project. The Emergency Management Director, Fire Chief and Building Official will assist in the development of the RFP.

If approved, the Town Hall could be open and used as a warming/cooling/charging center in the event of an emergency freeing up the EOC (Fire Dept.) for emergency services during an event. In addition, Essex Savings Bank, the Town's tenant, would be able to be open during an event.

The importance of obtaining "peak demand" data for presentation to the BOF and ARPA Committee was stressed.

RENEWAL OF CSPACE

Ed Meehan outlined the parameters of the CSpace program (loan program open for businesses for sustainable energy improvement projects) administered by the Tax Office, that the BOS approved in 2013. Note that to date, no businesses have accessed the program.

If the BOS wishes to continue with the program, an updated "Release" must be signed by the First Selectwoman and returned. Note that the program no longer requires the local Tax Office to process the applications.

Ed Meehan made a motion to continue to participate in the CSpace Program and to authorize the First Selectwoman to sign all appropriate documentation relative to the program. Tom Englert seconded the motion. The motion passed unanimously.

Charlene will follow-up with the Tax Collector regarding placing information on CSpace in the tax bills of businesses owners.

WIFI

Ed Meehan has drafted an RFQ/RFP relative to the DECD Grant (reimbursable Grant) received for WIFI in the downtown area. Tanko, the contractor that facilitated the streetlight project, has also been consulted relative to the RFQ/RFP. A draft of the RFQ/RFP will be forwarded to the Selectmen and Mike Jordan for review and comment. Ed suggested that perhaps a Working Committee could be formed to facilitate the project. Additional items to be considered include management of the WIFI (if installed), liability and cost/benefits.

This item will be discussed further at a future BOS meeting.

WEBSITE PROPOSALS

Website proposals were presented at the 4/27/22 BOS meeting. Many of the surrounding towns utilize Civic Plus for website services. Towns contacted have provided positive feedback on Civic Plus.

Ed Meehan made a motion to authorize the First Selectwoman to negotiate a contract with Civic Plus for website upgrades. Tom Englert seconded the motion. The motion passed unanimously.

Ed Meehan made a motion to prepare an ARPA project request to fund the website (\$11,500). Tom Englert seconded the motion. The motion passed unanimously.

Note that funds needed in subsequent years would be budgeted via the IT budget.

The Board thanked John Chillcock for his assistance with regard to the Website proposals.

CYBER INSURANCE

Documents from CRC Group relative to Cyber Insurance were included in the BOS packet. Note that CIRMA no longer provides Cyber insurance.

Charlene has met with CT Comp to facilitate the authentication process necessary for all users. Insurance options for the Town are limited until the authentication process is complete. The cost for authentication is approximately \$2,000 to \$5,000.

The total of the proposal is \$12,317 and there are no funds currently budgeted for this project. The deductible is set at \$150,000. A request for funding would need to be presented to the BOF. Charlene will discuss further with the BOF Chairman. No action taken by the BOS at this time.

SELECTMEN REPORTS

As previously discussed, Ed forwarded the contact information of AEGIS to a gentleman interested in the solar panels. He received no response from this individual.

Charlene reported that she is meeting with Jacobson tomorrow to discuss several initiatives including:

- Driveway rights
- The NRCS project – note that the Army Corps has not yet reviewed the project.
- Chesterfields Wall

The water shut off under the sidewalk has been addressed. There is a cap at the curb for access.

AUDIENCE OF CITIZENS - None.

ADJOURNMENT

Tom Englert made a motion to adjourn the meeting at 8:05 p.m. Ed Meehan seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski
Clerk