

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF CHESTER, CONNECTICUT
BOARD OF SELECTMAN
REGULAR MEETING
Wednesday, July 27, 2022
Town Hall Community Room and via ZOOM

CALL TO ORDER

First Selectwoman Janecek called the meeting to order at 7:00 p.m. In attendance included First Selectwoman Janecek, Selectman Meehan, Selectman Englert, Chief Grzybowski, Dick Leighton, Building Official/Fire Marshal, Terri Englert, Michael Cressman, Bill Myers, Jenny Kitsen, Art Christenson, and Rich Tsou.

AUDIENCE OF CITIZENS – None.

APPOINTMENTS TO BOARDS AND COMMISSIONS – None.

APPROVAL OF JULY 13, 2022 MINUTES

Ed Meehan made a motion to approve the minutes from the 7/13/22 BOS meeting as amended. Tom Englert seconded the motion. The motion passed unanimously.

Note: page 1 - proper spelling “Byrne” not “Bern” as presented.

Note: page 2 – should be “Council” not “Counsel” as presented.

TOWN GOVERNANCE AND CONTINUITY

The comments developed by BOS members will be forwarded to Mike Sanders for discussion at a future BOS meeting.

ARPA DISCUSSION

Chester Hose Company - \$136,894.00 – Radio Communication Infrastructure

The Chester Hose Company has requested ARPA funds to for a hybrid radio system that would allow the Hose Company to be part of the State’s 800 mega hertz system used by neighboring towns. This system would be used to cover “gaps” in coverage with the UHF system currently in place. Jamie clarified that surrounding towns also use the UHF system in addition to the 800 mega hertz system. Documentation developed by Chief Grzybowski was included in the BOS packet and Jamie was available to address questions/comments posed by the BOS.

Ed Meehan made a motion to approve the Chester Hose Company’s request for ARPA funds in the amount of \$136,894.00 as presented and forward the request to the BOF and Town Meeting for further action. Tom Englert seconded the motion. The motion passed unanimously.

Chester Land Trust - \$25,000 – Knotweed Eradication and Maintenance at Land Trust Properties

A copy of the Land Trust’s request for ARPA funding was included in the BOS packet. Members of the Land Trust were present and available to address comments/concerns posed by BOS members.

Michael Cressman updated the Board on the history of the request and the recommendations made by a consultant/invasive plant specialist/scientist who “walked” the Carini Preserve and recommended a 5 year course of action to eradicate knotweed. In addition, the Constance Baker Motley Preserve is in need of maintenance as well as dead tree removal. Their plan, if awarded the funds, includes:

- The Board of Trustees will develop a prioritized list of items to be addressed; most importantly, the knotweed at Carini and dead tree removal at Motley (safety concerns).
- Contractors will be used for some of the work.
- It was agreed by all parties that if awarded the funds, the money will go into a Town account. When bills are received, they will be approved by the Land Trust and submitted to the Town’s Finance Dept. for processing.
- The Town is obligated to provide quarterly reports on the ARPA funds.
 - If/when the Town is audited; any funds deemed not eligible would need to be “paid back”. The Land Trust understands that these costs would be the responsibility of the Land Trust.
- It was agreed that no equipment; i.e. chain saws, trimmers, etc. would be purchased with the ARPA funds.

Ed Meehan made a motion to approve the Chester Land Trust’s request for ARPA funds in the amount of \$25,000.00 as presented and forward the request to the BOF and Town Meeting for further action. Tom Englert seconded the motion. The motion passed unanimously.

On-Line Permitting System – Land Use Department - \$20,000

As previously discussed, the BOS did not approve the request for funding for an on-line permitting system in the Land Use Dept. as the BOS did not feel that the workload in Land Use warranted the expense of the proposal. John Guskowski, Tyche Consulting, re-submitted the proposal but was not in attendance at this evening’s meeting.

Dick Leighton, Building Official for both Deep River and Chester, agreed with the BOS that at this time, the number of permits issued does not warrant the expense. Data confirming the number of permits issued was available for BOS review/discussion.

The BOS took no further action on this request.

Old Saybrook Estuary Council of Seniors - \$2,000 – Expanded Hours for Social Worker

A copy of the request submitted by the Old Saybrook Estuary Council of Seniors was included in the BOS packet.

Ed Meehan made a motion to approve the Old Saybrook Estuary Council of Seniors’ request for ARPA funds in the amount of \$2,000.00 as presented and forward the request to the BOF and Town Meeting for further action. Charlene Janecek seconded the motion. The motion passed unanimously.

CHANGE DATE FOR TOWN MEETING

The date for the next Town Meeting was changed to 8/24/22. (previously scheduled for 8/10/22).

APPROVAL OF MOA GRANT PAPERWORK

Documentation to facilitate the DEMHS 3-year Homeland Security Grant MOA and Resolution was included in the BOS packet. As the fiduciary of the grant, the COG has requested that this documentation, when executed, be forwarded to them.

Ed Meehan made a motion to authorize First Selectwoman Janecek to execute and deliver any and all documents on behalf of the BOS and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents. Tom Englert seconded the motion. The motion passed unanimously.

SELECTMEN REPORTS

Ed reported:

- Mr. Bouffard picked up the remaining solar racks and panels.
- The Town Reports indicate that Jacobson & Associates are appointed as the Town Engineer. As such, it may be unnecessary to develop an RFQ/RFP for engineering services to facilitate the Town Road Audit (ARPA request) as the BOF has insisted.

Charlene reported:

- The Town has been working with Geoff Jacobson on a STEAP Grant application to facilitate sidewalks, road work and drainage from Rte. 148 to the Great Brook Bridge. This project was included in the Master Plan of the Main Street Project.
- Funding to facilitate a Deep Hollow Road/Liberty Street road project will be pursued.
- A Land Use Clerk has been hired and will work on Tuesdays and Thursdays.
- The 2 new Town Crew employees have started and are well qualified for the job. Very little training has been necessary.

AUDIENCE OF CITIZENS

Mike Cressman stressed the importance of eradicating the knotweed as soon as possible (late August/early September). Charlene explained the process for approval of the use of ARPA funds; i.e. BOF and Town Meeting approval. The BOF has a meeting scheduled on 7/28/22 but unfortunately, the ARPA items are not on the agenda and cannot be added as this is a "Special" BOF meeting.

Mr. Cressman expressed concern regarding small children in strollers (sitting close to the pavement) and animals at the last Farmer's Market. He estimated that the pavement temperature was well over 110 degrees. He encouraged the Town to provide public announcements during these extreme temperatures.

As previously reported, the BOS recommended that War Memorial funding (\$25,000) be discussed during the "normal" budget cycle.

ADJOURNMENT

Tom Englert made a motion to adjourn the meeting at 8:21 p.m. Ed Meehan seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski
Clerk