

TOWN OF CHESTER, CONNECTICUT  
BOARD OF FINANCE  
REGULAR MEETING  
Thursday, November 17, 2022  
Community Room  
Chester Town Hall

Call to Order

Chairman O'Hare called the meeting to order at 7:07pm. In attendance included: John O'Hare, Deb Vilcheck, Steve Cline, Roger Lebrecque (seated for Michael Joplin), John Chillock (seated for Bill Bernhart) and First Selectwoman Charlene Janecek and Selectman Ed Meehan.

Approval of Minutes – 10/20/22

John O'Hare made a motion to approve the minutes from the 10/20/22 meeting as presented. John Chillock seconded the motion. The motion passed unanimously.

First Selectwoman's Report

Charlene reported:

- Public works will probably go over budget this year. Town trucks had to go for DOT inspections and some equipment needed to be replaced. Public works will be getting a computer monitor, keyboard and a laptop. Public works will be able to do scheduling and place orders without having to come to Town Offices. Next year they'll get a printer and will be hooked up properly. No idea of how far over budget at this point. The capital budget needs to be adjusted, as well.
- We're going to need additional funding for the generator. BOS will request \$19,283.50 ARPA funding for that since we used ARPA for the other part of it. This will go to a Town Meeting.
- We would like to be able to extend the sewer line up North Main Street while we redo North Main Street. We have been awarded a STEAP grant to redo North Main Street but that will not include extending the sewer line. We've asked Jacobson's to look into what the cost might be and they have estimated the cost to be \$240,000. An ARPA funds request may be made to cover the cost of extending the sewer line. We have about \$390,000 left in our ARPA funding. It's a road project, it qualifies. Charlene will submit a formal request when she has better numbers.
- In the process of moving Honeycone to 9 Water Street, they tested the water and found that it has PFAS in it. The Dept of Health is involved and now the Town has to test the water at the properties on Water Street. Hopefully, it's only 9 Water Street. Should they find there are high quantities of PFAS in that water, it might force the water company to extend a water line down that road which will probably be a \$150,000 cost to the Town just to lay the water line. There would be additional cost to connect 20 Water Street to the water line as that property is owned by the Town. Charlene does not know where the chemical came from.
- Eversource has a project up Kings Highway and down Goose Hill where they are cutting trees within 100 ft. of the power line and the property owners have agreed to it. If the property owners said, "no", then those trees would not be cut. Four or five homeowners said, "no", some homeowners said, "you can cut this tree but not that

tree". A majority of the property owners have agreed. Five houses have been done so far. It's barren but in the Spring Eversource is coming back and planting smaller trees—semi-mature dogwood, pear, red maple. The homeowners can pick what they want from possibly nine different trees to have planted in their yards. The work stopped for a week and now is continuing. The power line on Kings Highway and Goose Hill is a feeder line. If a tree comes down here, it affects 857 homes and our elementary school.

#### Annual Report Dedication

Rick Nygard wrote the dedication. Deb Vilcheck moved to accept the Annual Report Dedication to Virginia Carmany as it has been presented. Steve Cline seconded. The motion passed unanimously.

#### Jon Joslow (Long Term Plan) Chester Governance Study Committee (CGSC)

Discussion: The CGSC wants to be sure there is continuity in town government, and they're doing an in-depth study. Discussed volunteer positions and time commitments, how in the 80's there was cooperation," let's do the best thing we can for the Town of Chester" and how being in the public sector is not like that now.

#### Financial Reports

Discussed reports prepared by Peter Evankow and included in the packet for BOF review.

#### STEAP Grant Match – North Main Street Rehab Project

Ed Meehan reported. The Town applied for a STEAP (Small Town Economic Assistance Program) back in August, 2022. This is Phase 4 of the Main Street Master Plan which was adopted in 2013. Ed prepared the STEAP grant application, Jeff Jacobson as the Town Engineer prepared the concept budget which was included in the grant application and in September the Town got approval for \$500,000. The criteria in the STEAP grant is the Town needs to put up at least 20% to get considered and more to be given priority. A real good plan of town preservation and development or a master plan like we have for the town center gets a better score. The Town got its award letter in September and now we have to come up with our local match. The local match we put in the grant application was \$150,000 which equals about 23% of the \$642,000 cost estimate for the reconstruction of the road yards. from Goose Hill to The Board of Selectmen is asking the BOF to support the allocation of \$150,000 in our local match.

The BOS is looking for BOF to come up with \$150,000 by either appropriating the money from the General Fund Balance which is approximately 25% of the current year revenue/expenditure budget, or borrowing from another Capital line item to be repaid at some later time.

Peter Evankow prepared a breakdown of the funding by appropriation from the general fund balance (Option 1) and of the funding by borrowing from another Capital line (Option 2).

Discussion: Appropriating the funds would be consistent with the Finance and Accounting Policies and Procedures Manual where funds in excess of 16.66% of budgeted expenditures may be used to "prefund capital projects and other onetime uses to avoid creating a gap in the subsequent fiscal year budget."

John O'Hare pointed out that the \$240,000 for the sewer project proposed to be done while North Main is being upgraded would be funded with ARPA funds and it makes sense to get it done while the sidewalk work is being done.

Roger Lebreque asked about other capital projects, specifically where we were with the additional costs of the fire trucks. Richard Tsou of the Hose Company in the audience, the problem is the cost of fire trucks is increasing 25% year over year because of current supply lines, and to expect \$1MM firetrucks (a class A pumper) within the next two to three years. We just have to be prepared.

John O'Hare requested a motion be made. John Chillock made a motion to approve the North Main Street Reconstruction STEAP Grant Requested Local Match of \$150,000 Town Funds, using Option 1 of BOS Memorandum Dated 11/17/22 (attached). Steve Cline seconded. The motion passed unanimously.

#### Budget Books

Discussion of books and schedule.

#### Old Business

John Chillock will follow up on status of the Town website later next week.

#### Audience of Citizens - None

#### Adjournment

On a motion made and duly seconded, the meeting was adjourned at 8:10pm.

Respectfully submitted,  
Deborah Vilcheck