

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOF MEETING
TOWN OF CHESTER, CONNECTICUT
BOARD OF FINANCE
REGULAR MEETING
Thursday, October 19, 2023
Chester Town Hall and via TEAMS

CALL TO ORDER

Chairman O'Hare called the meeting to order at 7:02. In attendance included: Chairman O'Hare, Deb Vilcheck, John Chillock, Bill Bernhart (seated for Steve Cline) and Roger Labrecque (seated for Andrew Gardner).

Also in attendance: First Selectwoman Janecek, Selectman/WPCA Chairman Meehan, Richard Tsou.

APPROVAL OF MINUTES

On a motion made and duly seconded, the minutes from the 9/21/23 BOF meeting were unanimously approved as corrected.

Correction – Page 1 – Under Finance Transfers - Add "22/23" to the motion approving transfers.

CHAIRMAN'S REPORT

John distributed a questionnaire developed by the Auditors relative to BOF members being aware of any instances of fraud in the Town. BOF members were asked to fill out the forms and return them to him. He will forward the completed forms to the Auditors.

- Upcoming election – many BOF "seats" are up for re-election. Democratic and Republican balance must be maintained on all boards/commissions.

FIRST SELECTMAN'S REPORT – Charlene reported:

- Animal Control officer terminated. A proposal was outlined to hire a full-time ACO (hired by Essex), shared with Essex and Deep River. The Asst. ACO will temporarily assume duties.
- Defibrillators have arrived at the Fire house.

FINANCE – Financial documents, provided by Peter Evankow were included in the Board's packet and reviewed/discussed by the BOF. Items discussed:

- ARPA reconciliation figures and balances remaining in approved projects were discussed. Remaining funds in approved ARPA projects may be reallocated with BOS, BOF and Town Meeting approval.
- Ed Meehan, WPCA Chairman, outlined a request for the reallocation of ARPA funds to facilitate a manhole project (\$6,400 to purchase manhole risers and tops). Several WPCA ARPA projects had funds remaining after the approved project was completed. Ed was available to address questions/comments posed by BOF members. In the past, ARPA funds were allocated for "sewer infrastructure".
- Status of the relationship between the Public Works and Park & Rec. projects and budgets.
- Private Duty constable fees associated with a CT Water Company project.
- The synagogue requested Private Duty security from the Police Dept.

- RFP for Realtor to facilitate the sale of Winthrop Rd. property – 3 realtors expressed interest. BOS will discuss at next meeting.

The Tax Collector's Report was included in the BOF packet and discussed. "Arrears" are minimal. BOF approval is necessary to send to Collection Agency.

Deb Vilcheck made a motion to approve the Tax Collector's Suspense List as presented and forward to a collection agency for further action. The motion was duly seconded and passed unanimously.

The Parker's Point boat launch has closed. The Harbor Management Commission is pursuing potential grants to fund necessary repairs to the property prior to next spring. Town funds (potentially ARPA) may also be necessary to re-open the launch.

AUDIENCE OF CITIZENS – None.

ADJOURNMENT

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

Respectfully Submitted,

Suzanne Helchowski
Clerk