

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOF MEETING  
TOWN OF CHESTER, CONNECTICUT  
BOARD OF FINANCE  
REGULAR MEETING  
Thursday, February 15, 2024  
Chester Town Hall and via TEAMS

CALL TO ORDER

Chairman O'Hare called the meeting to order at 7:00 p.m. In attendance included: Chairman O'Hare, Roger Labreque, Deb Vilcheck, Andrew Gardner, Justin Kronholm, John Chillock, John Connelly seated for Steve Cline, Peter Evankow, Director of Finance/Treasurer, Dick Leighton, Building Official/Fire Marshal, Selectwoman Pat Bandzes and First Selectwoman Cindy Lignar.

APPROVAL OF MINUTES

John Chillock made a motion to approve the minutes from the 1/18/24 BOF meeting as amended. Deb Vilcheck seconded the motion. The motion passed unanimously.

Note: Roger Labreque was in attendance at the meeting and Andrew Gardner was not in attendance.

On a motion made and duly seconded, approval of the 12/21/23 BOF meeting minutes was unanimously added to the agenda.

On a motion made and duly seconded, the minutes from the 12/21/23 BOF meeting were unanimously approved as presented.

CHAIRMAN'S REPORT

John O'Hare reported:

- The Budget season is beginning at this evening's Joint BOS/BOF meeting. Budget drivers include:
  - School budgets
    - Mold remediation at JW
    - Fields
- Hose Company requests.
- Road maintenance requests.
- General Maintenance
- The target mill rate is 23.62.
- The BOS and BOF must consider the town's needs vs. the wants during budget deliberations.
- Deb Vilcheck will be working with the Selectmen and Finance Office to update the Policy Manual.

FIRST SELECTMAN'S REPORT – Cindy Lignar reported:

- Region 4 has scheduled a Public Hearing on 2/21 to discuss the anticipated \$5.8 million request for mold remediation at John Winthrop
- The Draft Charter was delivered on 2/14.
  - Richard Strauss and the Committee were thanked for their work on the document.
  - The BOS has 45 days to hold a Public Hearing on the proposed Charter.

- The sale agreement for the 59 Winthrop Road property will go to IW and P&Z. The document received was not notarized as required. Cindy will follow-up. The \$26,000 deposit will go into Capital.
  - It is anticipated that funds expended relative to the Brownfield(s) at the property may be reimbursed by DEEP.
- The BOS contracted with Ed Meehan for Project Manager services on the N. Main Street Project. Funds are available to pay his \$6,800 fee.
- The BOS approved an additional 400 hours for Bruce Sypher's services in Public Works.
- Several parties have expressed an interest in renting the Snack Shack.
- The BOS approved an ARPA request in the amount of approx. \$35,000 plus for tree removal.

#### VOTES ON SKYVIEW PROPERTY PROCEEDS

As previously reported, the Town accepted an offer for the Skyview Property. As the town's Fund Balance is healthy, a recommendation has been made to put the proceeds from the deposit and sale of this property into Capital.

Deb Vilcheck made a motion to deposit the net proceeds and \$26,000 deposit from the sale of the Skyview Property into Capital. The motion was seconded and passed unanimously.

FINANCE – Financial documents, provided by Peter Evankow were included in the Board's packet and reviewed/discussed by the BOF. Peter available to address questions/comments posed by BOS and BOF members.

On a motion made and duly seconded, the BOF approved an additional 400 hours for the Public Works Dept. (Bruce Sypher). This request will be funded at a later date. The motion passed unanimously.

#### AUDIENCE OF CITIZENS

Dick Leighton will confirm when the town hall generator will arrive.

#### ADJOURNMENT

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

Respectfully Submitted,

Suzanne Helchowski  
Clerk