THESE MINUTES ARE SUBJECT TO APPROAL AT THE NEXT BOS/BOF MEETING

TOWN OF CHESTER, CONNECTCIUT
BOARD OF SELECTMEN
BOARD OF FINANCE
JOINT BUDGET WORKSHOP
Tuesday, April 11, 2023
Chester Town Hall Community Room and via TEAMS

CALL TO ORDER
Chairman O'Hare called the BOF meeting to order at 7:01 p.m. In attendance included: Chairman O'Hare, Andrew Gardner, Steve Cline, Bill Bernhart, Deb Vilcheck, alternates Roger Labrecque, John Chillock, and Mike Jordan. No alternates were seated.

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

Also in attendance included: Peter Evankow, Finance Director, Chief Grzybowski, Richard Tsou, Terri Englert and Cindy Lignar.

VOTE ON BOARDS/COMMISSIONS
John O'Hare made a motion to move Michael Jordan from an alternate BOF member to a full BOF member to fill a vacancy (Mike Joplin). Andrew Gardner seconded the motion. The motion passed unanimously.

WAR MEMORIAL UPGRADE REQUEST AND VOTE
Documentation including drawings, developed by Shelley Brothers Monuments, relative to the War Memorial were included in the board packet. John O'Hare recommended that the $30,000 funding request be taken from the BOF Contingency.

John O'Hare made a motion to transfer $30,000 from the BOF Contingency (10-01-13-1000-125) to the Buildings & Grounds Outside Contractor line (10-02-36-1000-365). Bill Bernhart seconded the motion. The motion passed unanimously.

BUDGET DISCUSSION
Budget documents, including a 5-year Capital Budget, updated 4/11/23, developed by Peter Evankow per BOF/BOS budget discussions were distributed, screenshared and discussed. Peter was available to address questions/comments posed by board members.

The status of the Treasurer position vis a vis STIF (Short-Term Treasurer Fund) disposition was discussed. Please note the following link for additional information on STIF
        https://portal.ct.gov/OTT/Pension-Funds/STIF/About-the-STIF

Charlene Janecek reported that the BOS can appoint an Interim Treasurer. She has asked the Town Attorney to outline the process for appointment for BOS consideration/discussion and potential action. The process includes the passing of an Ordinance, via a Town Meeting, making

the Treasurer position appointed rather than elected.

John O'Hare made a motion to budget $200,000 for the assumed earned interest on the General Funds. Michael Jordan seconded the motion. The motion passed unanimously.

The consensus of the Board was to table the discussion/funding relative to the request for fencing at the Library until the status/balance of the ARPA funds is determined.

The Board(s) discussed the potential use of Fund Balance to pre-fund Capital.

Peter updated the budget documents as discussed at this evening's meeting. He will send updated documents to Board members.

John O'Hare made a motion to send a draft 23/24 budget in the amount of $16,254,606.00 to a Public Hearing. Andrew Gardener seconded the motion. The motion passed unanimously.

AUDIENCE OF CITIZENS
Cindy Lignar reported that Essex and Deep River have committed to the funding request ($2,500) to facilitate the food scrapping project throughout the Tri-Town area (Region 4 schools). The group will also raise funds and are working with Sustainable CT. This item/request will be discussed at the 4/12/23 BOS meeting.

Cindy reported that the final Road Safety Audit Report has been received and will be posted on the Town's website. The audit was free and provides recommendations for safety improvements for pedestrians and cyclists. The "Heritage Loop" is being discussed with the towns of Chester, Haddam and E. Haddam. She encouraged all Board members to review the document.

ADJOURNMENT
Deb Vilcheck made a motion to adjourn the meeting at 8:47 p.m. Steve Cline seconded the motion. The motion passed unanimously.

Tom Englert made a motion to adjourn the meeting at 8:47 p.m. Ed Meehan seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski
Clerk