

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF CHESTER, CONNECTICUT  
BOARD OF SELECTMEN  
REGULAR MEETING  
April 26, 2023  
Chester Town Hall and  
via TEAMS

CALL TO ORDER

First Selectman Janecek called the meeting to order at 7:02 p.m. In attendance included: First Selectman Janecek, Selectman Meehan, Selectman Englert, and audience members.

AUDIENCE OF CITIZENS - None.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Ed Meehan made a motion to appoint Michael Joplin to the Planning & Zoning Commission as an alternate. Tom Englert seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES – April 12, 2023, April 18, 2023

Ed Meehan made a motion to approve the minutes from the 4/12/23 BOS meeting as presented. Tom Englert seconded the motion. The motion passed unanimously.

Tom Englert made a motion to approve the minutes from the 4/18/23 BOS meeting as presented. Ed Meehan seconded the motion. The motion passed unanimously.

ARPA REQUEST

As requested, an ARPA request relative to the proposed food scrapping program was submitted for consideration.

Ed Meehan made a motion to approve and forward to the BOF and Town Meeting for further action, a request for the use of ARPA funds in the amount of \$2,500 for the food scrapping program at CES. Tom Englert seconded the motion. The motion passed unanimously.

A comprehensive request for the use of ARPA funds in the amount of \$6,500 to facilitate the installation of a fence at the Library was included in the BOS packet.

Ed Meehan made a motion to approve and forward to the BOF and Town Meeting for further action, a request for the use of ARPA funds in the amount of \$6,500 to facilitate the installation of a fence at the Library. Tom Englert seconded the motion. The motion passed unanimously.

DISCUSS DRAFT ORDINANCE – Treasurer

A copy of a draft Ordinance, developed by the Town Attorney, regarding the appointment of a Treasurer was included in the BOS packet. The Ordinance outlines the protocol for transitioning the Treasurer position from elected to appointed.

As previously discussed, several towns throughout Connecticut have a combined Finance Director/Treasurer in addition to other staff in the Finance Department processing payroll, accounts payable, etc. to maintain the appropriate separation of duties.

Charlene reported that an Interim Treasurer has been appointed.

Ed Meehan made a motion to accept and forward to a Town Meeting for further action the Ordinance Concerning Appointment of the Treasurer. Tom Englert seconded the motion. The motion passed unanimously.

#### AUTHORIZE STIF ACCOUNTS

Town funds are currently deposited in various bank accounts. The Finance Department is recommending that these funds be transferred to STIF (Short Term Investment Funds) accounts to realize 4.25% interest on the funds. Recommended STIF accounts are: Small Cities Account, Misc. Grant Revenue Account and Capital Account. If approved, the fund transfers will be done electronically. In addition, Essex Savings Bank and Liberty Bank will still be used for town business.

Ed Meehan made a motion to authorize the Director of Finance and Treasurer to make investments into the STIF accounts as recommended. Tom Englert seconded the motion. The motion passed unanimously.

#### NORTH QUARTER PARK SIGNAGE

A recommendation to add a dedication to the sign located at North Quarter Park in honor of Elizabeth and Randolph Netsch, for their many years of service to Park & Rec., has been forwarded to the BOS for consideration. A copy of the proposed plaque/sign was included in the BOS packet.

Tom Englert made a motion to approve the addition of a plaque to the NQP sign in recognition of the dedication of Liz and Randy Netsch to Park & Rec. Ed Meehan seconded the motion. The motion passed unanimously.

#### WISHING BOOTH – tabled.

#### CONNECTIVITY GRANT

Ed Meehan updated the BOS on the DOT's Connectivity Grant opportunity (\$100,000 to \$800,000). This grant provides funding for local initiatives, including sidewalks, to improve the safety and accessibility for pedestrians, bicyclists and transit users. The grant application is due in July. The Town would be responsible for "soft costs" related to any project, i.e. engineering, design and the grant would cover construction costs. No action is necessary this evening and Board members were encouraged to provide Ed with potential areas that could benefit from this grant (possibly in the proposed Heritage Recreational Trail project). Cindy Lignar offered to assist Ed with this extensive application.

#### ROAD SAFETY AUDIT

Ed reported on some small projects identified in the Road Safety Audit as follows:

- Rte. 9, NB @ Exit 8 – vegetation needs to be cut as it poses a site line issue.
- The Rte. 148 and Rte. 145 intersection – a stop sign and reflective markings would be beneficial at this intersection.

- Timing of the traffic light installed at Morvella's Restaurant – Note that this has been recently addressed and is resolved.

Charlene will contact the DOT to discuss the above requests.

#### EDC – Ad Hoc Committee

The EDC is requesting BOS consideration for the creation of an Ad Hoc Committee that would serve as an advisory board for the planning and development of Chester's section of the Heritage Recreation Trail, the implementation of the Road Safety Audit recommendations and the EDC's identified visitor friendly initiatives. Their request was included in the BOS packet and included a comprehensive overview of the Heritage Trail, Road Safety Audit and visitor friendly initiatives. Pat Bandez and Cindy Lignar were available to address questions/comments posed by BOS members.

The consensus of the BOS was to support the creation of an Ad Hoc Committee as requested/presented.

#### FY 23/24 DRAFT BUDGET HEARING

The Budget Hearing is scheduled on May 9<sup>th</sup> at the Meeting House (and via TEAMS). The Annual Town Meeting to vote on the budget is scheduled on May 23<sup>rd</sup> at the Meeting House. You must be present to vote on the budget. There will be a TEAMS option at this meeting but you are unable to vote via TEAMS.

#### AUDIENCE OF CITIZENS

Sue Hotkowski, Sunday Market, requested that Porta Potties be placed in the town center vicinity from mid-June to mid-October. The Board discussed potential locations for placement. Charlene will ask Jenny to research further.

#### ADJOURNMENT

Tom Englert made a motion to adjourn the meeting at 8:00 p.m. Ed Meehan seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski  
Clerk