

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF CHESTER, CONNECTICUT  
BOARD OF SELECTMEN  
REGULAR MEETING  
Tuesday, March 5, 2024  
Chester Town Hall and via ZOOM

CALL TO ORDER

First Selectwoman Lignar called the meeting to order at 6:02 p.m.

ATTENDEES

First Selectwoman Lignar, Selectwoman Bandzes, Selectman Radicchi (arrived at 6:06 p.m.), Chief Grzybowski, Phil Reynolds, John Chillock, BOF, Roger Lebreque, BOF, Susan Wright, Virginia Carmany, Julieanne Divis, Dick Leighton, Building Official/Fire Marshal (TEAMS).

AUDIENCE OF CITIZENS

Virginia Carmany offered the following:

- Disappointment in R4's handling of the mold issue at JW and lack of maintenance throughout the District.
  - Encouraged the BOS to collaborate with Deep River and facilitate, via voting, using the \$10 million athletic bond to address the R4 buildings.
- Disappointment that Representative Palm did not offer adequate notice to the Town relative to a hearing on 830-g.
- Chester Village/Downtown – concerns about funds being allocated to the Village in addition to the millions spent recently on the Main Street Project. These projects only benefit the merchants, proprietors, etc. and do nothing for the rest of the Town's residents.
- Parking lot at Fire House – she did not think “another parking lot for 100 days of the year is so valuable”.
- Proposed EV Station and Water Station – EV station, if free to residents, will be a drain on funds and the amperage of the EV station would not be sufficient (will only charge for 17 miles in a 2-hour timeframe) and a water station is unnecessary.
- Cautioned the BOS about funding items not budgeted for in the current budget (unless there is an emergency).

Susan Wright stressed the importance of sharing the Region 4 2022 DRA Assessment report with the Town residents that do not have students in the school system. Cindy reported that BOS members attend BOS meetings and that the BOE will be presenting their budget to the BOS and BOF in the upcoming weeks.

Susan Wright requested additional details on the proposed parking lot at the Fire House.

Pat Bandzes reported that the Governor's Bond package has not yet been approved. The BOS worked with Representative Palm to determine an appropriate request for funding. The project

with the best chance of receiving funding was the parking lot at the Fire House.

Julianne Divis suggested that Boards attach pertinent documents to their agendas and minutes for public review.

Cindy Lignar encouraged residents to request, from her office, any documents at any time. In addition she will be scheduling "Town Talks" and the townwide email is an excellent source of information.

#### APPROVAL OF MINUTES

Pat Bandzes made a motion to approve the minutes of the 2/27/24 BOS meeting as amended. Paul Radicchi seconded the motion. The motion passed unanimously.

Note: Page 2 - the Public Hearing on the Charter will take place at the Meeting House, not at the Town Hall as reported.

Page 2 - add to Executive Session - Personnel Matter - Interview/Review of Job Descriptions

#### APPOINTMENTS TO BOARDS/COMMISSIONS - None.

#### RIVERCOG - Household Hazardous Waste Interlocal Agreement

A copy of the Household Hazardous Waste Interlocal Agreement was included in the BOS packet. As an FYI, Cindy reported that this document was approved at the last COG meeting.

#### DIRECTOR OF PUBLIC WORKS/TREE WARDEN JOB DESCRIPTION APPROVAL

A copy of the Director of Public Works/Tree Warden job description was included in the BOS packet. This position includes additional responsibilities and is separate from the Foreman position. The document has been reviewed by the Town Attorney.

Cindy Lignar made a motion to approve the job description for the Director of Public Works/Tree Warden position as presented. Pat Bandzes seconded the motion. The motion passed with Paul Radicchi abstaining from the vote.

#### ASSISTANT TO TAX COLLECTOR AND ASSESSOR JOB DESCRIPTION APPROVAL

A copy of the Assistant to Tax Collector and Assessor job description was included in the BOS packet. Currently the Town employs part-time staff during the "busy" season(s). This new shared position will allow the two departments to have adequate coverage. If approved, this position will be 30 hours per week beginning on 7/1/24.

Paul Radicchi made a motion to approve the Assistant to Tax Collector and Assessor job description as presented. Pat Bandzes seconded the motion. The motion passed unanimously.

#### AD HOC AFFORDABLE HOUSING COMMITTEE - Update

A copy of the draft proposal to create a Chester Affordable Housing Committee (Ad Hoc Committee, 2-year term) was included in the BOS packet. Pat Bandzes reported that the Town's Plan of Conservation and Development (POCD) contains goals for housing including the

promotion of affordable housing and the establishment of a Housing Committee. Pat has collaborated with RiverCOG and surrounding towns that have already established a Housing Committee. Selectmen were encouraged to review the document and provide feedback to Pat for discussion at a future BOS meeting.

#### SELECTMEN REPORTS

Cindy Lignar made a motion to add to the agenda a discussion and possible action on a request to purchase wall mount boxes for defibrillators. Pat Bandzes seconded the motion. The motion passed unanimously.

Documentation from Save Lives was distributed to the BOS. Chief Grzybowski reported that the Town purchased, with ARPA funds, defibrillators for installation throughout the Town including the Town Hall, Meeting House, Library, Town Garage, Snack Shack, Park & Rec., and elementary school.

Wall mount boxes are required for the installation of the defibrillators. Note that the elementary school will purchase the mount boxes for the units to be installed at the school. In addition, an outdoor, climate-controlled mount box is recommended for the unit to be installed at the Snack Shack. The BOS discussed the need for the unit in the off-season at the Snack Shack. Cedar Lake is used year-round. The Hose Company will provide maintenance to the units as necessary.

Pat Bandzes made a motion to approve and forward to the BOF for further action, the purchase of wall mount boxes to facilitate the installation of defibrillators in the amount of \$2,400. Cindy Lignar seconded the motion. The motion passed unanimously.

Pat Bandzes reported that Chester has been recognized in Yankee Magazine as one of the best places to live in Connecticut.

#### AUDIENCE OF CITIZENS

Phil Reynolds suggested that in the future, the Rotary Club and Lions Club may be interested in purchasing items for the town such as defibrillators, etc. He also suggested the use of solar panels to power the climate-controlled unit at the Snack Shack.

Mr. Reynolds also expressed concern that it may be difficult to find volunteers to serve on yet another Town committee (Housing Committee as reported above). The Selectmen replied that many of the "open" seats on Boards/Commissions are being and have been filled. Residents may be encouraged to join the proposed Ad Hoc Housing Committee as it will be short-term (2-year commitment).

#### EXECUTIVE SESSION - Snack Shack Lessee Selection

Cindy Lignar made a motion to go into Executive Session at 6:46 p.m. for the purpose of a discussion on the Snack Shack lease proposals. Pat Bandzes seconded the motion. The motion passed unanimously.

Regular Session resumed at 6:54 p.m.

Paul Radicchi made a motion to award the Snack Shack 2024 lease to Juliette and Charles Homicki in the amount of \$3,000. Pat Bandzes seconded the motion. The motion passed unanimously.

ADJOURNMENT

Cindy Lignar made a motion to adjourn the meeting at 6:57 p.m. Pat Bandzes seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski  
Clerk

RECEIVED FOR RECORD  
2/7/2024 AT 2:00 PM  
*Sharon Carter*  
TOWN CLERK