

TOWN OF CHESTER

Board of Selectmen/Water Commissioners/Zoning Board of Appeals

Meeting Minutes

November 27, 2017

Attendance: BOS-Chairman John Baldasaro, Vice-Chairman Barbara Huntoon, Clerk Rene Senecal, Town Administrator Patricia Carlino, Administrative Assistant Rosanne McClafin, Gene Watters, Bob Daley, Ann Daley, Wilma Foley, John Foley, Kathy Engwer, Lyle Snide, Lois Bell, Susan Kucharski, Peter Spotts (Country Journal)

I. Chairman Baldasaro called the meeting to order at 6:07 p.m. on November 27, 2017

II. Minutes from meeting date November 20, 2017 were approved and signed.

III. Warrants were approved and signed.

IV. Planning Board Chairman-Lyle Snide:

Recreational Marijuana By-Law: Mr. Snide presented proposed Town meeting warrant articles related to public consumption, temporary moratorium on retail marijuana by-law and retail sales of marijuana. Vice-Chairman Huntoon abstained from all discussion. After discussion, the topic was tabled until additional information and clarification was available.

Solar By-Law: Proposed Town meeting warrant article to change verbiage section 5.8 of current by-law in order to comply with Green Community requirement. New verbiage to read "250 kW DC and greater" re: ground-mounted solar photovoltaic installations.

V. Kathy Engwer: Proposed Town bulletin board- Fire Department has been researching new digital sign, would like BOS to consider partnering with Fire Station for new sign(s), discussion of location and cost. Additional research to be done regarding any possible size restrictions and type of display restrictions per Town By-Laws. Engwer to gather additional information and provide to BOS for future consideration.

VI. John Foley-Parking Lines at Town Hall: Mr. Foley provided a hand-out outlining his research and actions related to the line painting done in the rear Town Hall parking lot. While the BOS appreciate Mr. Foley's research and volunteerism, they noted that this activity should have been brought before the Board and approved prior to implementation of his plan to the stripe the parking area. State and ADA regulations must be complied with and additional research must be done to ensure compliance. Discussion followed, lines to be "blacked-out" until research completed. Additional discussion regarding installation of guardrail or barriers to eliminate possibility of a car going too far into back side/grassy area of lot behind Town Hall and going over embankment, designated "drop-off" area and creation of a berm to redirect water from crossing and freezing on COA doorstep. Superintendent Murray to review area for possible barrier placement (which could impede snow removal process) line painting and berm placement.

VII. **Police Chief Dan Illnicky-Detail proposal:** Chief Illnicky noted that hourly rate for “outside” detail work has not been adjusted in five years- Chairman Baldasaro excused himself from all discussion due to his position as police officer. Current hourly rates are \$40.00 @ hour regular time and \$60.00 @ hour overtime rate. Outside detail expenses are paid by the contractor/ vendor/entity who service is provided for. After doing a market analysis of rates, Chief Illnicky requested Board approval to increase rate to \$50.00 @ hour and \$65.00 @ hour for overtime rate. Clerk Senecal noted these rates are less than State Police rates for same service. Clerk Senecal motioned to accept rate increases as outlined by Chief Illnicky, Vice-Chairman Huntoon noted Illnicky should request increase overtime rate to \$68.00 @ hour to be more in line with current rates, Clerk Senecal motioned to amend motion to increase overtime rate to \$68.00 @ hour, Vice-Chairman Huntoon seconded, Chairman Baldasaro abstained. Motion passed. Chief Illnicky also requested Board approval to change detail account to revolving account status to allow timely payment to officers who perform outside detail. Currently, officers may have to wait up to 90 days to be paid by the contractor for detail due to delays with state reimbursement for projects etc. With a revolving account, officers could be paid aptly, and account would be reimbursed when contractor makes payment. Board approved Illnicky’s request to establish a ‘revolving account’ -Town Administrator Carlino to work with Chief Illnicky to determine best course of action.

VIII. **Town Administrator-Patricia Carlino:** Presented Board with memo from Town Clerk regarding September 1, 2017 hire of Assistant Town Clerk-Lois Bell. The Board asked to have Sue come in- enter Town Clerk Susan Kucharski and Assistant Town Clerk Lois Bell, introductions made. Discussion followed regarding line item voted on at Town meeting allowing for an Assistant Clerk stipend, process used to hire assistant, notice to Board regarding decision to hire assistant, need for assistant due to back log of work in Clerk’s office, i.e. updated DBA licenses, failure of voter registration list to be updated for 13 years and back log of by-laws not submitted to the State. The Board asked Clerk Kucharski to be present at December 4, 2017 meeting.

Carlino commended the Board for successful tree lighting event and noted thanks to CMELD for providing lights, switch installation and manpower needed to get tree ready for ceremony. Discussion followed regarding event, suggestion made by Ann Daley to plant new tree.

BOS asked to be “kept in the loop” with day to day functions and decisions via email, as they have been unaware of some decisions and/or information.

Clerk Senecal suggested Administrative Assistant McClafin work from Town Garage as related to her function as Highway Dept. Admin to improve communication between Superintendent and Administration and to provide support to department and residents. McClafin to split hours between garage and Town hall.

Vice-Chairman Huntoon noted that BOS meetings have taken on more of a “discussion” type characteristic and feels a bit more structure is needed.

IX. Citizen Comments:

John Foley noted it was not his intent to bypass the BOS when painting parking lines, just wanted to resolve ongoing complaints regarding parking, also noted additional work need regarding communication.

Ann Daley offered information regarding upcoming events related to the COA.

Bob Daley questioned Treasurers' absence from office Monday morning and lack of posted hours of availability, Treasurer was attending a training seminar and do not have verification from Treasurer regarding "regular hours." Mr. Daley also asked for update on the availability of Emergency Preparedness Plan-Bruce Agusti from MEMA now researching. Mr. Daley also noted that the redeemable storage box at the Transfer Station had been broken into and cans and bottles had been stolen, Chairman Baldasaro questioned "how do we know it was broken into", Ann Daley clarified that she had filled the container and the items were missing the following week. Chairman Baldasaro directed Town Administrator to follow up with Transfer Station attendant and police.

Ann Daley commented that the electronics and appliance box is also an issue in that items "appear" that have not been paid for to be disposed of, thus costing the Town money as we pay to have container emptied.

Mr. Daley asked for an update on head phones for hearing impaired during Select board meetings, Administrator Carlino noted this topic was still being researched, largely due to time constraints on personnel. Mr. Daley also asked about local TV channel to televise Selectmen's meeting to promote awareness and participation in Town government.

Ann Daley asked for information regarding Comcast cable status, Chairman Baldasaro noted new negotiation would begin in spring.

Additional discussion of lighting and container location at Transfer Station, Clerk Senecal to investigate - topic tabled for future discussion.

There being no further discussion Chairman Baldasaro adjourned the meeting at 8:52 p.m.

NEXT REGULARLY SCHEDULED MEETING DECEMBER 4, 2017 6:00 P.M.

Minutes submitted by: Rosanne McClafin

John Baldasaro – Chairman

Barbara Huntoon – Vice-Chairman

Rene Senecal - Clerk