

# TOWN OF CHESTER

## Board of Selectmen/Water Commissioners/Zoning Board of Appeals

### Meeting Minutes

January 8, 2018

Attendance: BOS-Chairman John Baldasaro, Vice-Chairman Barbara Huntoon, Town Administrator Patricia Carlino, Administrative Assistant Rosanne McClafin, Gene Watters, Bob Daley, Peter Spotts (Country Journal) Greg Harrison, Cindy Harrison, Peter Stroganow, John Hultman, Paul & Mrs. Hewes, Tom Beck, Jeff Wyand

- I. Chairman Baldasaro called the meeting to order at 6:17 p.m. on January 8, 2018**
- II. Minutes from meeting December 18, 2017 were approved and signed.**
- III. Minutes from meeting December 11, 2017 signature postponed due to absence of Clerk Senecal. Minutes to be signed at next regularly scheduled meeting.**
- IV. Warrants were approved and signed.**
- V. Carl Baldasaro-used car dealership license signature: Vice-Chairman Huntoon signed, Chairman Baldasaro cannot sign license, Clerk Senecal to sign at next regularly scheduled meeting.**
- VI. Town Administrator-Pat Carlino:**
  1. Transfer Station: The Town received 3 Transfer Station attendant applications, Peter Stroganow, Gregory Harrison and Morgan Jacquemin. Mr. Stroganow and Mr. Harrison present-Ms. Jacquemin unable to attend due to late notification of BOS request for interviews with applicants. Chairman Baldasaro presented a brief overview of responsibilities including the monitoring of incoming vehicles to ensure proper transfer station window permit. Chairman Baldasaro asked applicants to state reasons for application.

Mr. Harrison noted he has been a resident for 5 years, stated he feels recycling important to enforce, the Transfer Station is "a neat place to be", this would be a good "fill-in" for him, and feels his experience owning his own business will provide good skills for management of the station. He also noted that Bob Gauthier had previously reviewed the details of the position with him and feels capable of handling turn-overs, enforcement of station policy and procedures and clear communication with BOS.

Mr. Stroganow noted he has 4 years previous experience as the Town's Transfer Station attendant, is familiar with all processes and procedures for the station, has been instrumental in the development of transfer station forms, was responsible for the installation of the "redeemable" container to support the COA, and that the job was the "best part time job ever". Vice-Chairman Huntoon asked why he had left the position-Mr. Stroganow noted that he was a Selectmen at the time and he did not leave due to any performance issues. Chairman Baldasaro also stated that there "had never been any issue with his (Mr. Stroganow's) performance. Mr. Stroganow did note that an assistant is needed to properly monitor and enforce procedures. At this time Chairman Baldasaro tabled the discussion to move forward with agenda items.

2. Masonic Temple: The Town does not own the building- the Historical Society owns the building who leases it to the Town who in turn allows the building to be used by the Historical Commission as a historical museum. The current 10-year lease has expired, discussion followed regarding insurance coverage, progress made rehabilitating the building and plans for hours of availability and use. Town Administrator to prepare new lease for 99 years exclusive to the Historical Society to alleviate future concerns.
3. MMA Conference: Vice-Chairman Huntoon designated as voting delegate for the Town of Chester for the annual MMA meeting. Designation form signed.
4. Budget Goals: Town Administrator Carlino asked the Board if they had any specific budget goals for FY19-Chairman Baldasaro stated to be "as fiscally responsible as possible", to "lower tax rate", to "plan for upcoming capitol needs" i.e., new firetruck etc. Vice-Chairman Huntoon asked if there was any equipment that the Town can sell, such as the grader. Chairman Baldasaro noted spring may be a good time to sell the grader and that the Highway Department had sold items in the past-Admin Asst McClafin noted \$7000.00 income from sale of old/unused plows in 2015. Chairman Baldasaro also noted the possible opportunity for the Town to generate income from logging a piece of town owned, land-locked property on Skyline Trail adjacent to property now owned by Thomas Beck which is currently being logged, Mr. Beck would allow access via his property. Chairman Baldasaro instructed Town Administrator Carlino to request a board footage estimate from R. Duane Pease related to the timber on the property and to research 3 estimates. Ms. Carlino asked if there were any approvals needed from the state, Chairman Baldasaro believes the board footage would be less than the minimum requirement for state approval.

At this point the meeting had proceeded ahead of schedule, Chairman Baldasaro opened the floor for discussion until the scheduled 7:00 p.m. Zoning Board of Appeals meeting.

Administrative Assistant McClafin advised the Board of the late request by the GYAA for Town Hall usage on 1/19/2018 for a "Paint Night" fund raiser. There were no conflicts on the schedule and the Board approved.

Mary Ann Pease asked about the status of the Assessors pursuit of tax payments on the NEFF owned property on Route 20 known as "Wright's", she noted that the Assessors had voted to proceed with the Appellate Tax Board hearing which had been postponed per agreement with NEFF representative. Vice-Chairman Huntoon stated she was opposed to proceeding as "we are not going to win" (NEFF is a 501-3c tax exempt, non-profit organization) and the cost of proceeding would exceed the taxes the Assessors are pursuing. Chairman Baldasaro instructed Town Administrator Carlino to reach out to NEFF attorney to schedule further discussion.

Administrator Carlino informed the Board that reimbursement for the sander attachment had been received from MIIA.

Vice-Chairman Huntoon asked about the Green Community grant, Admin Carlino noted that the Town has met the criteria and has been designated a "Green Community". Chester has been awarded \$130,170 for energy improvements to Town owned properties, the Town must submit a project application outlining how the funds will be used. Additional information from Department of Energy Resources forthcoming in the next several weeks.

As the meeting was still ahead of schedule, Chairman Baldasaro allowed Town Administrator Carlino to provide an overview of the appeal to be brought forth by Paul Hewes at the scheduled 7:00 p.m. time. She explained that Mr. Hewes owns property on Goss Hill that falls within both townships of Huntington and Chester. The Town of Huntington declined Mr. Hewes request for a building permit to build a house on the property, stating he did not have enough road frontage to meet Huntington's building code. Huntington would only recognize the road frontage of the property that falls in Huntington. Mr. Hewes was requesting a variance to build on the "Chester side"- he is 8500 square feet short of meeting Chester's building requirements. Ms. Carlino also stated that all abutters had been notified and that no objections had been received.

Again, as the meeting was still ahead of schedule, further discussion was delayed until the 7:00 p.m. opening of the Zoning Board of Appeals scheduled meeting time.

Richard Holzman confirmed receipt of correspondence from PVPC regarding DLTA grant opportunity-yes.

Jeff Wyand from the Town of Huntington Planning Board arrived for the Zoning Board of Appeals meeting. Chairman Baldasaro declared that the Zoning Board of Appeals public hearing now open at 7:02 p.m. Vice-Chairman Huntoon asked if Huntington has provided Mr. Hewes with a written determination, Mr. Hewes stated they had not, Chairman Baldasaro believes the town must provide written determination. Mr. Hewes presented evidence of ownership of a contiguous 5.4-acre lot with 300 feet of road frontage, split between the 2 towns and 2 counties. Mr. Wyand noted the Town of Huntington felt the owner did not meet the required road frontage zoning requirement, and asked what zone Chester determined the property to be in. Chairman Baldasaro clarified the property was in combined agricultural/residential zone and therefore has different requirements than residential, Mr. Hewes property meets frontage and set-back requirements but does not meet square footage requirement by 8500 sq. ft. Chairman Baldasaro motioned to grant variance due to financial hardship to Paul Hewes for building permit at 265 Goss Hill Road, Vice-Chairman Huntoon seconded, so moved to grant variance. Mr. Wyand requested copy of meeting minutes, Town Administrator to provide upon approval. Mr. Hewes noted that Lyle Snide and the Chester Planning Board had been "great to work with" and thanked the Board for their consideration. There being no further discussion, the Board "returned" to regular BOS meeting and the floor was opened to Citizen Comments.

## **VII. Citizen Comments:**

Bob Daley asked about further discussion or determination of Transfer Station attendant. Vice-Chairman Huntoon noted that the Board had not met the third candidate. Chairman Baldasaro offered that he liked the idea that Peter Stroganow had previous experience, there had not been any performance or accountability issues during that time, and that the Transfer Station had been underperforming back then, and that Mr. Stroganow had "turned it around back then". Chairman Baldasaro also proposed further exploration of adding sticker cost to tax rate and adding a Transfer Station Assistant position in the budget. Vice-Chairman Huntoon motioned to hire Peter Stroganow to the position of Transfer Station Attendant-Chairman Baldasaro seconded, unanimous.

Vice-Chairman Huntoon stated she would like future department head meetings to be scheduled individually, Ms. Carlino noted that she has been scheduling in that manner. Discussion of school department meeting attendance, Vice-Chairman Huntoon to attend Executive Session, Chairman Baldasaro to attend regular session.

Bob Daley asked if there was any reporting on plowing-Chairman Baldasaro noted there are currently 2 trucks "down" but the new sander was installed and working and that the crew was doing what needs to be done, the International is still an issue, hopefully the class-action law suit will eventually provide relief. Mr.

Daley stated for the record, the Highway Department did not plow Maple Ave during the first storm, he called Superintendent Murray on his cell phone and that Murray was there within 10 minutes. Vice-Chairman Huntoon also stated she had not received any call or emails of complaint, but feels pre-treating is still a good idea. Superintendent Murray to attend 2<sup>nd</sup> and 4<sup>th</sup> BOS meetings each month. Vice-Chairman Huntoon also asked if Admin Asst. McClafin had been spending time at the garage (as discussed in previous meeting) McClafin noted that due to her absence for bereavement and the holiday schedules, she had not- she also noted that the documentation and files needed to perform her duties were in the Town Hall office and that she had been working with Superintendent Murray to improve communication and work flow. Huntoon also asked why the Town Administrator and Assistant Administrator both continued to be present at BOS meetings- Carlino stated that she feels it makes things easier to cover everything, and pointed out that no-one is being paid "extra" to be here. Vice-Chairman Huntoon also asked Ms. Carlino if she felt she was getting more time to pursue grants and if she (Carlino) would benefit from improved organization. Discussion followed, Chairman Baldasaro stated there is always room for improvement but to look at the "scorecard" for the past few months, noting Green Community grant \$130,170.00, East River Road grant \$1,000,000.00, that it is juggling act and a huge amount of work.

Bob Daley asked if there was any follow up on the shared services grant? Chairman Baldasaro noted the Economic Development coordinator was working on it, that the holiday season is generally unproductive.

**There being no further discussion Chairman Baldasaro adjourned the meeting at 7:40 p.m.**

NEXT REGULARLY SCHEDULED MEETING JANUARY 22, 2018 6:00 P.M.

Minutes submitted by: Rosanne McClafin

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John Baldasaro – Chairman

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Barbara Huntoon – Vice-Chairman

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Rene Senecal - Clerk