

# TOWN OF CHESTER

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

### Meeting Minutes

March 12, 2018

Attendance: BOS-Chairman John Baldasaro, Vice-Chairman Barbara Huntoon, Clerk Rene Senecal, Town Administrator Patricia Carlino, Administrative Assistant Rosanne McClafin, John Foley, Wilma Foley, Stephanie Bodendorf, Kathy Engwer, Jason Forgue, Terry Donovan, Karen Marchetto, Gene Watters, Peter Spotts (Country Journal)

- I. Chairman Baldasaro called the meeting to order at 6:00 p.m. on March 12, 2018**
- II. Minutes from last meeting date 3/5/2018 were approved and signed.**
- III. Warrants were approved and signed.**
- IV. Highway Superintendent unable to attend due to hospitalization, guests Chris Galipeau from Nutmeg International and James Toomey from Palmer Paving to reschedule.**

**Chairman Baldasaro asked that in the future the BOS be notified in advance when events occur that affect the agenda schedule.**

- V. Recreation Committee-Stephanie Bodendorf, Jason Forgue, Kathy Engwer:**
  - Committee members recommended and asked for appointment of Misty Robitaille to the Recreation Committee. Motion made by Vice-Chairman Huntoon to appoint Misty Robitaille to Recreation Committee; Clerk Senecal seconded; unanimous.
  - Jason Forgue submitted quote for materials for work to be done at Emery Street ball field. Town Administrator Carlino noted that original invoices are required to submit for reimbursement, but she will resolve on behalf of the committee.
  - Forgue informed the BOS that the committee is planning a “volunteer day” for work to be done at the ball field on March 24 and 25, 8:30 a.m.-? Chairman Baldasaro asked if/how the committee advertised the event and committee Chair Bodendorf noted the committee has created a group Facebook page, “Chester Recreation Committee” (27 members) on which notification was posted. Additional discussion of other options to inform people of the event included Fire Station notification board. Clerk Senecal suggested The Country Journal include an article to promote the volunteer event.

Committee member Kathy Engwer inquired if the committee could have a Town sponsored email account for the committee. Town Administrator Carlino noted that additional email accounts under Comcast are subject to additional cost. Discussion followed regarding options; Chairman Baldasaro to contact Doreen at Comcast regarding email account availability.

**VI. Board of Health vacancy-Norma McDonald:**

- BOH member Terry Donovan present. After discussion, the determination was made to allow current BOH vacancy to remain vacant until it is filled by election in May.
- Chairman Baldasaro asked for update on status of hiring a Health Agent. Ms. Donovan responded a possible candidate was scheduled to meet with BOH tonight (3/12/18).

**VII. Town Administrator-Patricia Carlino:**

Carlino asked Board for determination as to who shall be responsible to “make call” if Transfer Station should be closed due to inclement weather. (Transfer Station attendant Peter Stroganow feels the BOS should make determination.) After discussion it was determined the Highway Department should make the determination as they would need to be able to keep station clear of snow which could affect the effectiveness of plowing schedules. Carlino also informed the Board that the paper recycle container door needs repair. Determination made for Dave Wickle of Wickle’s Trucking to review and advise. Clerk Senecal noted he felt that better leveling of the container may improve situation.

**VIII. Chairman Baldasaro noted that due to Superintendent Murray’s absence the Board would not go into executive session and opened floor to discussion of East River Road and MassWORKS grant administration.**

After extensive dialogue it was determined that specific contract language for the East River Road project including start and end dates, material specifications, and pre-approval of change orders are imperative for the best and most effective use of the grant funds as well as reducing possibility of cost overrun. Contracts and bid packages will be subject to careful review by the Board. East River Road resident Karen Marchetto expressed concern regarding lack of publicized start date for the project and that East River Road residents were told in the past that this project was going to happen, and it didn't. She inquired if there was a deadline for funds to be used by. Clerk Senecal noted that the usual time frame is 1 year from the award date (which was October 2017), and maintained that there should be no issue completing the project as scheduled. Senecal also explained the bid and award process, as well as factors that can

affect commencement and execution of the project. Chairman Baldasaro confirmed that “we are on schedule” and assured Ms. Marchetto that this project is a priority for the office. Vice-Chair Huntoon reassured Ms. Marchetto the Board is just making sure to get the best value on the project given the funds available.

At this point, Clerk Senecal noted that he had “one other thing” to bring up. He stated that it was “now being said to an individual where he works that he (Senecal) is using diesel fuel from his place of employment for home heating”, and that the reason the International had so many problems was because he (Senecal) did not purchase the extended warrantee. He further stated that it “came from this town” and he is “sick of it”. Chairman Baldasaro noted that Senecal had come before the Board requesting the additional warrantee at the time of purchase but that the Board refused due to cost and that the Town has “never bought extended warrantees”. Baldasaro also stated, “If we find out where it is coming from-they will be fired,” and that this slanderous and actionable behavior will not be tolerated. He instructed Administration to “officially pass around” the Board’s position. Chairman Baldasaro apologized to Senecal on behalf of the Board. Vice-Chair Huntoon concurred.

#### **IX. Citizen Comments:**

- Richard Holzman inquired as to the status of the new shed to be delivered to the Transfer Station. Administrator Carlino explained that the Highway Department was going to level an area and put a stone base down in preparation of delivery.
- John Foley referred to last week’s discussion of fines not being enforced due to lack of appeal process and that the process should be “worked out” so that fines can be legitimately exercised. He also noted that he felt Superintendent Murray’s charge to the snow and ice account for damages caused to plow truck was appropriate. Discussion followed comparing “normal” maintenance and repair cost to “snow related” expenses that are allowed to be in deficit. Mr. Foley also expressed frustration in the manner of communication between board members and meeting attendees and the condition of Abbott Hill Road. He feels past repairs were not done correctly; discussion followed regarding past road repairs made using FEMA funds and their criteria for work. Mr. Foley also asked about discussion of individual line items in the budget and why budget was voted as a whole. Chairman Baldasaro explained that by voting the budget in its entirety the Town is able to move some funds as needed, but if the budget is based on specific line items, funds cannot be interchanged.

- Jason Forgue commented that the Town Clerk had requested additional funding during the Finance Committee meeting and that she stated she does not charge fees according to the Records Access fees schedule as dictated by State law. He feels these fees should be charged before approval of additional department funding. He also noted that it will reduce “frivolous” requests for records. Board agreed.
- Administrative Assistant McClafin updated the Board regarding snow and ice budget, stating additional expenses for sand, salt, and snow removal will increase deficit to \$36,401.24. She noted at this same point in time in 2017 the deficit was \$64,436.00. With the impending storm, she is projecting additional possible expenses of \$10,000.00, Board decided to allow additional deficit to reach \$50,000.00 before additional approval needed.

There being no further discussion Chairman Baldasaro motioned to adjourn the meeting at 7:40 p.m., Clerk Seneca seconded, unanimous. Meeting adjourned.

NEXT REGULARLY SCHEDULED MEETING MARCH 19, 2018 6:00 P.M.

Respectfully submitted,

Rosanne McClafin

---

John Baldasaro – Chairman

---

Barbara Huntoon – Vice-Chairman

---

Rene Senecal - Clerk