

Town of Chester
Board of Selectmen/Water Commissioner/Zoning Board of Appeals
Meeting Minutes May 1, 2017

1. Chairman Baldasaro opened meeting 6:00 p.m.
2. Discussion of minutes of April 24, 2017 meeting, Chairman would like notation made regarding Highway Department 4-day work week that the Board was unanimous in its determination that the department should remain on a 5-day work week. Also, in conversation with citizen Ouimette, the BOS are still waiting for non-Chapter 90 project list from Superintendent Murray. Minutes updated, approved and signed.
3. No warrants
4. Town Administrator:
 - a. Water Treatment Plant Operator course for Assistant Plant Operator Noreen St. Martin to upgrade license to T-2 , Board agreed to pay for course on case-by-case basis with caveat if Noreen leaves Town employment within 1 year of license upgrade, she will reimburse the cost to the Town.
 - b. TAP Update / TAP is a small town initiative to aid in setting the tax rate earlier in the year, it is a voluntary program with no fees or associated cost. The Board feels it is a "good idea" to participate.

Auditors here this week to provide financial audit for 2016.

Chairman Baldasaro following up on meeting between accountant, treasurer and Chairman, communication still an issue, Town Administrator to draft letter indicating Boards demands for accurate and timely communication and monthly balancing of accounts between departments, The Board feels there is not enough focus given to the needs of the Town. The Board would like to see job descriptions for both accountant and treasurer positions.

Discussion of snow and ice deficit, and how to reduce it. The Board would like Town Administrator to send notices to department heads asking for cooperation to reduce spending as much as possible to allow for transfer of excess budget money to be transferred back to free cash. "Carry-forwards" should only be done when outstanding payments exist.

Clerk Senecal suggested the Highway Department consider "Street-Scan" technology to provide detailed services regarding road inventory and conditions. Chapter 90 funds can be used for this application.

Vine removal from Veteran's Memorial Park – Town Administrator to see if Donald Gauthier can remove-or perhaps Highway Department seasonal help.

Clerk Senecal confirmed bid period closed for Middlefield Rd demolition project. Conservation Commission confirmed no issues to proceed with demolition. Bid submissions reviewed. Vice-Chairman Huntoon motioned to award bid to Western MA Demolition (bid submitted \$11899.00), Clerk Senecal seconded-unanimous.

Administrator Carlino confirmed Board approval of account balance transfer to reduce snow/ice deficit-Board agreed.

Chairman Baldasaro motioned to adjourned 7:10 p.m. Vice-Chairman seconded, unanimous-m