Members Present: Trisha Danka, Robert Findley, Annmarie Drugonis, Kurt Miller, Al Bruno, Rob VanEgghen, and Stephan Behuniak

Members Absent: None

Others Present: Mary McNelis, Rory Burke, Rob Dyer, Brian Lema, Veronika Jelenik

Item #1 - Call Meeting to order
First Selectman Kurt Miller called the meeting to order at 7:00pm.

Item #2 - Pledge of Allegiance
Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 - Public Comment
None

Item #4 - Approve Minutes from November 6, 2019 Special Meeting
Motion to approve Minutes from November 6, 2019 Special Meeting
Motion: Annmarie Drugonis Second: Robert Findley
Vote: 6 - Yes 0 - No 1 - Abstain
Trisha Danka - Abstain Robert Findley - Yes Annmarie Drugonis - Yes Kurt Miller - Yes
Al Bruno - Yes Robert VanEgghen - Yes Stephan Behuniak - Yes

Item #5 - First Selectman's Report

1. Attended the first meeting on the CCM Commission on Property Tax Reform. The commission is charged with creating a report with actionable items to present to the legislature in regards to reducing the property tax burden on our residents. I will provide more details as the work is completed.
2. Attended a planning meeting at Seymour High School about the potential of creating an alumni hall of fame. Still very early in the planning stages but think this is a great idea. I applaud the efforts of Vice Principal Lucke and his team for bringing this idea forward.
3. Attended the ribbon cutting for the upgraded facility at Emery Winslow Scale. They are moving existing operations from Indiana to Seymour and looking to expand their already impressive business. It was an honor to be with them during this very important moment in their company's history.
4. Attended the Veterans Lunch at the Seymour Community Center. I was a great opportunity to say thank you to those that served in the military and an enjoyable lunch with some great people.

5. Attended the Seymour Ambulance 50th Anniversary Gala. I want to again congratulate them on the great service that they provide to the residents of the Town of Seymour. We are truly blessed to have such a great organization protecting us each day.

6. Police Union contract negotiations are ongoing. I expect to have updates in the next few weeks for this board to review.

7. Met again with the towns of Ansonia and Derby to explore the potential of regionalization. We are still in the process of reviewing the needs of each community and their strengths and weaknesses to determine what opportunities may be available. We are targeting 7/1/2020 for some of these changes to take place if possible.

8. I have begun the process for the FY 21 budget. I expect to have my draft budget completed by the end of the month. As we have in past years, we will be holding an offsite planning meeting on Dec 18 and 19 with the senior staff and key financial vendors. This meeting has been extremely beneficial to our long-term planning. I will provide more updates as we get closer to the meeting.

9. I will be attending the National League of Cities in San Antonio starting tomorrow and returning on Saturday. I’m honored to have been chosen to be a part of a special session that will be working on constructing a community level ecosystem to better serve our veterans. I will provide updates on not only this session but all of the sessions that I am scheduled to attend.

10. The Seymour Christmas Parade will be held on Sunday, December 1st. Please RSVP to Alex Danka if you can attend.

11. There will be Fireworks at Chatfield Park/Seymour Land Trust on December 14th. More information to come.

Item #6 – Discussion with Technology Director
• Rob Dyer, Technology Director for the Town and Board of Education presented:
• There has been a lot of news recently about cybersecurity. Many towns, schools, police departments have experienced breaches. We have been doing a lot of things recently – a multi-pronged approach.
• We replaced our firewall a while ago. Seymour was the subject of a study done October 2018. Ours is a cutting-edge firewall (4th generation) and has different types of security. This looks at the application and what it is trying to do.
• Also, endpoint security (installed on the computer) works in conjunction with the firewall. It examines what’s going on in the computer while the firewall examines what is coming through. Lets us know what the threat assessment is and shut down in real time if suspicious.
• User Education – done two focus groups and study sessions– 80% of data breaches happen via someone in the network. We are working with cyber-insurance provider to incorporate information into the new-hire process with the HR Department and get some training for existing employees.
• If something does get in, we can do something called Network Segmentation or Micro Segmentation; will be talking to Kurt Miller about this soon.
• We have upgraded the wireless @ the schools; will also upgrade the town soon.
• We have upgraded the switches @ the schools; will also bring upgraded switches to the town which will increase the band-width.
• Something we have not addressed on either side yet is Server Infrastructure. When we upgrade this, I would like to use ONE cluster of virtual servers in one central location for the Town, Board of Education, and Police Department, with multiple fail-order sites. If there is a threat to one segment, it will not cross the threshold to the other segments. This is a good thing for prevention.
• The cooperation between the schools & the town has proved beneficial to both parties. Schools were able to get lower interest rates when obtaining the new smartboards. The schools were able to get all new switches. Worked out a lease rate with the Town for these. The Town benefitted from our purchasing power.

Discussion:
• Rob VanEgghen asked is there is a 5-year or 10-year plan in place for replacing/upgrading things or are we relying on software upgrades. Rob Dyer said that each network component has a different lifespan (networking infrastructure & switches = 10 years, servers = 5 to 6 years, endpoints = 4 to 5 years). None of the computers are more than five years old thanks to our refresh plan. The servers are a 6 to 7-year plan. The plan I am looking at is “future-proof” – it is a dynamically expanding array. If you have 6 to 7 servers and if you get a new box, it discovers it and expands the array. The new switches were just put in at the schools and the somewhat used ones were brought to Town Hall. Once finished with the cutovers, we will have 10GB link across schools, police department, and Town Hall.
• Trisha Danka said it is a “staggered” plan. Rob said yes.
• Rob Findley asked if we are using “cloud-based” stuff for Microsoft. State of Connecticut recently passed a new data privacy law, PA6-189 which forces schools to enter into agreements with third-party providers as to not divulge student information. If they don’t agree to sign individual agreements with the school system, we cannot do business with them. So, anything we want to put in the cloud, we would need to get an addendum signed by that provider to have that data there. So, I have been shying away from the cloud. The schools use Google Apps. We don’t use cloud storage. As far as business tools, we do use Microsoft Office. We pay a flat fee for the schools with free upgrades. For the Town to upgrade, there would be a fee. As long as you do the updates, should be fine.
• Stephan Behuniak asked if we are running out of space (data storage). Storage space is premium. Always need more storage. Eventually we host offsite for some things. The e-mail retention uses space.
• Stephan asked if we will be losing older data. We can expand the cluster as needed. But we do need to have a Data Retention Policy in place. We should look into this for data storage space saving.
• Stephan asked are people communicating via e-mail or utilize teams, apps, collaborating. Rob said the Town side uses more of the e-mail communications, whereas the school uses apps, collaborating. The use of e-mail attachments does not necessarily bog down the storage. We either pay in the cloud or pay to have local storage. There is no advantage either way, storage-wise. It’s more of a question of is there an advantage to working collaboratively in real time on a document— if that need is there, we can look at a cloud solution. If the on-premises file attachment works, we can keep that.
• Stephan asked if Rob is the person who approves and/or recommends software. Rob said yes, he would be the one to approve but it is a team collaboration. Rob will try to meet your needs. Stephan asked if Rob actively suggests new software to people. Rob said usually it is the opposite, people will approach him with requests/ideas.

Item #7 – Discussion Regarding Newsletter
Mary McNelis handed out a rough draft of the new Quarterly Newsletter. Money was set aside for this in the budget (through the Community Services Department). In the middle is the semi-annual flyer that we used to send out which was very successful. We asked each department head to give a brief summary of what will be happening in their department over the next quarter. Mary McNelis reported:
• We had a great response from residents from the semi-annual newsletter. The main reason we started this was because the main complaint was that residents didn’t know what was happening in Town – and not just at the Community Center.
• We tried to go with a modern look and fee. It will be in color, offset printing, sent to a mail house. We put in most departments – those with something to share with the residents. This could change from time-to-time depending on what’s going on. The inside was designed so that they can pull that out (Library & Community Services). The first one will come out in January, then April, July, etc. This will go out to the 7,300 households in Seymour.
• This was definitely a team effort. Community Assistant, Tara, is doing all the design and setup. Malia and Rory are coming in with information from the senior staff members.
• Offset print, 80lb gloss paper, full color. We got great pricing.

Discussion:
• Rob VanEgghen asked if the sponsorships helped cover the cost. Mary said that the sponsorships on the back (we received $5,500) offsets the cost of our first mailer (3/4 of cost). Down the road we are looking to expand that and come up with a new sponsorship program. We wanted to respect the existing sponsors’ contribution, so will have just them until the July edition.
• Trisha Danka asked if this design effort was over a few months. Mary said yes. But we will create the template and will not take as long to do. Trisha said that this was an excellent idea for communication to the residents.
• Stephan Behuniak asked about the “@SeymourCT” – it is confusing because we don’t “own” anything with that – Facebook, twitter, etc.
• Kurt Miller said that the newsletter would be on our Town website, Community Services Website, Facebook, also e-mail to Community Services database (about 4,000 people). We will e-mail the final version to the Board of Selectmen.

Item #8 – Discussion & Take Possible Action Regarding LoCIP Projects
There are two projects that we need approved from the Board of Selectmen. The funding has been set aside and the project have been approved by LoCIP.
• **16 Clifton Street** – substantial drainage issue. The residents paved their driveway which somehow changed the runoff of water from the yard – caused a sheet of ice from December to mid-March. We are in a legal dispute with the resident over the remediation of this, but we cannot leave the situation as it is. We need about $3,000 to fix this. Vast majority of the work will be done by Public Works. They will add a catch-basin and make a lateral cut across the street to the other catch-basin. Has been signed off on by Tony DePrimo (Public Works) as well as Brian Nesteriak, Town Engineer.

Motion to approve the LoCIP request in the amount of $3,000 for the drainage issue at 16 Clifton Street
Motion: Robert Findley Second: Al Bruno

Vote: 7 – Yes 0 – No 0 – Abstain
Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller - Yes
Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – Yes

• **High Street/Colonial Apartments** – also a drainage issue. Water run-off coming from High Street. Problem is partially the Town and partially the owner of Colonial Apartments. We have entered into an agreement to split the costs to fix. We will bring the drainage pipes to a specific location on the property and the owner will connect to the catch basin on their property. Rich Buturla is currently working with the lawyer for the owner. Brian Nesteriak has given an estimate of $30,000 for total
We are asking LoCIP for the full $30,000. If we don’t use the full amount, the residual will go back to our LoCIP account with the State. LoCIP only sends us the amount actually used for the expense. Bob Findley asked if this situation was caused by something specific or just happened over time. Kurt Miller said this definitely happened over time – some of those pipes are over 30 years old.

Motion to approve the LoCIP request in the amount of $30,000 for the drainage issue at High Street/Colonial Apartments
Motion: Annmarie Drugonis Second: Robert Findley

Vote: 7 – Yes 0 – No 0 – Abstain
Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller - Yes
Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – Yes

Item #9 – Discussion & Take Possible Action Regarding 2020 Meeting Calendar
The following are the Regular Schedule of Meetings for the Board of Selectmen and the Ordinance Committee for 2020. The Ordinance Committee meetings are at 5:30pm and the Board of Selectmen meetings are at 7pm. Both meetings are held in the Norma Drummer Room @ Seymour Town Hall, 1 First Street:

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>Wednesday, January 7th</td>
<td>11am</td>
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<td>Tuesday, January 21st</td>
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<td>Tuesday, February 4th</td>
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<td>Tuesday, February 18th</td>
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<td>Tuesday, March 3rd</td>
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<td>Tuesday, March 17th</td>
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<td>Tuesday, April 7th</td>
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<td>Tuesday, April 21th</td>
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<td>Tuesday, May 5th</td>
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<td>Tuesday, May 19th</td>
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<td>Tuesday, June 2nd</td>
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<td>Tuesday, June 16th</td>
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<td>Tuesday, July 7th</td>
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<td>Tuesday, July 21st</td>
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<td>Tuesday, August 4th</td>
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<td>Tuesday, December 1st</td>
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<tr>
<td>Wednesday, December 16th</td>
<td>7pm</td>
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Please change: JANUARY 7TH IS A TUESDAY, not a Wednesday.

Motion to approve the above 2020 Meeting Calendar for the Board of Selectmen and Ordinance Committee as presented
Motion: Robert Findley Second: Al Bruno

Vote: 7 – Yes 0 – No 0 – Abstain
Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller - Yes
Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – Yes

Item #10 – Discussion & Take Possible Action Regarding Tax Incentive Agreement with Thule
These agreements (for Thule and Basement Systems) were drafted by Brian Lema. This is a project that will bring two large cutters and an 80,000 sqft building being put up. Combined the total is $11 million for the project. We have tentatively approved both Thule and Basement Systems to the Tax Incentive Plan. These documents finalize that approval agreement.

- Thule has invested $4,112,000; it is a multi-phase project; they were only going to buy one cutter, but due to agreement with Basement Systems were able to buy two.
- Certificate of Occupancy has been issued in June 2019.
- 7 Year Tax Abatement period starting 7/1/2020. We will be abating 100% of the investment.
- Require Thule to stay for 10 years (expiring 10/1/2029). Should they choose to leave early, they will be required to pay us all the taxes abated.

**Discussion:**
- Stephan Behuniak asked how different this agreement from the one agreed upon previously. Kurt Miller said that the numbers were $3 million, the actual is $4.1 million. A breakdown was included in the agreement. Stephan said that we would be abating about $2.8 million for the entire project. That seems like a lot.
- Trisha Danka said she does support the abatements and appreciates the companies staying in town, but I think that people feel that there is not a lot of taxes coming in. Is this in line with other towns offering such programs? Kurt Miller said that this is in line with other towns. One of the reasons this building was built – the reason that they stayed in Seymour – was because of this program. Larry Janesky was actively looking at other towns. While we are not receiving the money right away, we do have a building with $4 million worth of equipment that will be generating a lot of taxes in year 8. It is about stimulating the businesses to come in and stay – and them bringing in other businesses. The long-term implications for Seymour will be big.
- Al Bruno said that other towns have used this Tax Incentive Plan template.
- Bob Findley said that they do look at a lot of things when making these plans.
- Stephan Behuniak said that the first 7 years are the most valuable for a new building, so we are getting these at a slightly reduced rate. Personally, I am not sold totally on this program; not sure how effective this program is. And the residents probably would feel better to see the big companies contributing to the taxes.
- Bob Findley said that business do leave at the drop of a hat these days, especially large businesses.
- Stephan Behuniak said that there is a bit of a mischaracterization here, that there are other considerations that businesses who leave the state look at besides taxes. I hope that in 10 years from now, we can keep them here after that. Kurt Miller said that they definitely stayed because of this program. Most likely other towns would have offered them something also.

Motion to approve the Fixed Assessment Agreement between the Town of Seymour and Thule, Inc. for a 7-year period as presented by Town Counsel

Motion: Annmarie Drugonis Second: Al Bruno

Vote: 7 – Yes 0 – No 0 – Abstain
Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller – Yes
Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – Yes

**Item #11 – Discussion & Take Possible Action Regarding Tax Incentive Agreement with Basement Systems**

This is a mirror of the Fixed Asset Agreement drawn up for Thule. This amount is for $7 million. You can see the amount actually spent was $7,585,187.09. The same stipulations as the Thule agreement.

Stephan Behuniak asked if the dollar amount had changed from the previously approved amount. Kurt Miller said that the previous amount was estimated between $7.1 million and $8 million so they came in a little bit below.

Motion to approve the Fixed Assessment Agreement between the Town of Seymour and the Lawrence M. Janesky & Wendy S. Janesky Trustees of the Janesky Trust as presented by Town Counsel
Item #12 – Discussion & Take Possible Action Regarding DHS MPOA Grant

FFY 2019 STATE HOMELAND SECURITY GRANT
PROGRAM Region 2 MEMORANDUM OF AGREEMENT

This is the grant we do every year to be able to apply for Homeland Security Grants. Kurt Miller read the following into the record:

CERTIFICATION:

I, Lianna McMurray, the Town Clerk of the Town of Seymour, do hereby certify that the following is a true and correct copy of a resolution adopted by the Board of Selectmen at its duly called and held meeting on November 19, 2019, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that W. Kurt Miller, as First Selectman of the Town of Seymour, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that W. Kurt Miller now holds the office of First Selectman and that he has held that office since December 5, 2011.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 20th day of November 2019.

Motion to approve the above resolution

Motion: Annmarie Drugonis  
Second: Robert Findley
Discussion:
Rob VanEgghen asked what type of number we usually get; is there one specific grant or is it a smattering. Kurt Miller said that it is a smattering; sometimes we get regional equipment – one year we got a truck that was shared by our region. It is sometimes competitive.

Vote: 7 – Yes 0 – No 0 – Abstain
Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller – Yes
Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – Yes

Item #13 – Appointments
None

Item #14 – Tax Refunds/Abatements
Motion to approve attached Tax Refunds Report dated 11/14/19 from Tax Collector as presented by Sue Boland

Motion: Annmarie Drugonis
Second: Robert Findley
Vote: 7 – Yes 0 – No 0 – Abstain
Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller – Yes
Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – Yes

Item #15 – Transfers
None

Item #16 – Correspondence
- Check Register was attached.
- Received letter from Virginia Dota announcing her resignation from the Board of Commissioners of the Seymour Housing Authority, effective 11/4/19. Her term was coming to an end in the next few weeks. We have not previously had the opportunity to have a Junior Disabled person (she has MS) on the Housing Authority Board. We look forward to having her on the Board.
- Received a letter from Joyce Koslowski who will be stepping down from the Library Board of Directors. She had two years left on her term. And was approved at the last election for a new term. So, she will be resigning from the current term and be seated for the new term. We will be filling the vacant seat on the Library Board of Directors at the next meeting.

Item #17 – Public Comment
Kurt Miller welcomed Avi from Seymour Ambulance who is a volunteer donating MANY hours of service to our Town (even though he lives in Waterbury). He received the Seymour Rotary Civil Service Award for his dedication.

Item #18 – Selectmen’s Public Comment
- Trisha Danka
  - There was a nice turnout at the Veterans (evening) Day service
  - Thank you to Rob Dyer. He does a wonderful job. The collaborative effort we are definitely seeing a substantial savings. We should have a Document Retention Policy in town. It will be a LARGE undertaking.
  - If anyone has not had an opportunity to tour Basement Systems, you really should make an appointment with Larry Janesky and see his new building. Kurt Miller said that the Larry will be hosting the Annual Financial Summit for the Town at his new conference facilities this year.
I do appreciate the investment of Thule and Basement Systems and any other company that would do that. Thank you to Kurt Miller for expanding on why we offer these programs.

Kurt Miller also noted that this year will be the first that the Town of Seymour and the Board of Education will be utilizing the same financial software. Everything should be up and running by 7/1/2020.

Robert Findley
- I was very impressed by the Seymour Ambulance Gala – the number of volunteers and amount of comradery.
- Go Seymour Volleyball!

Annmarie Drugonis
- It was an impressive 50th Anniversary Seymour Ambulance Gala – very nice to see the charter members still involved – nice turnout.
- Congratulations to the Seymour Pop Warner – cheerleaders are going to Florida.
- There will be a Masquerade Ball (black tie) for Mission 22 held on (tentatively) 02/22/2020. Either will be held at Arias or another place in Naugatuck. Let us know if you would like to be a part of this. We are looking for volunteers for the “22 for 22 Walk” in June (looking at June 22). Kurt Miller said that Tom Haynes had said that they are doing something in Oxford that day. If we can do it another day, he will be a corporate sponsor. Annmarie said we could do June 13th. We will just check with the school to be sure its ok. Kurt Miller said he was looking to get Wildflour involved because she was with the National Guard.
- Public Works – all leaf pickups must be in a paper bag. You can dump the leaves at the transfer station but must take any plastic bags home with you. I have seen people blowing leaves (and shoveling or blowing snow) into the streets. THIS IS ILLEGAL. There is a Town Ordinance against it.
- Census 2020 is coming up – this dictates the demographics of the area – could help draw in businesses.
- The Veterans Day service @ Broad Street Park was wonderful.
- Wish the best of luck to Stefan. I will miss you!

Al Bruno
- It was a wonderful time at the Seymour Ambulance Gala – lots of volunteer hours, plenty of comradery, and good leadership, many thanks to all that they do for this town and neighboring towns.
- I do appreciate Thule and Basement Systems being in our community and would like to check out Basement Systems building!
- Stephan, thank you for your service. It’s been good to have you on this Board. You were a good voice, and always putting the best interest of the community first. I’ve disagreed with you on some points, I respect your opinions and good luck in your future service.

Rob VanEgghen
- I am on the Board for the Salvation Army in Ansonia. We will be starting the “bell ringing” very soon after Black Friday. If we do not get enough volunteers, we have to hire people, which comes out of the donations. Many people do not realize that all the money collected STAYS in the Valley. If we reach a certain amount, we get matching money from Salvation Army National.
- Kurt Miller said that November 24th is the Yankee Clipper Toys for Kids. Tom Baklik always appreciates a big turnout.
• Stephan Behuniak
  o It has been a fast four years. It has been a huge honor and very humbling to serve Seymour in this capacity. I never expected it to happen, so I am happy with how my time has gone so far. I have tried to be respectful and bring good ideas to the table. I want to thank each of you – you have been very gracious with your time and advice. I will continue to try to be at as many meetings as I can and I will continue to serve Seymour on many Boards. I really do enjoy serving Seymour and will continue to do that in many capacities and do more volunteer work.
  o I really do miss Karen Stank, who was a great mentor. I thank her for all her time given to me, and all the past members of the Board, Len Greene, Nicole Klarides-Ditria, Paul Roy.
  o I wish all of you the best and all the best to Chris Bowen.
  o If I could give one piece of advice, it would be “keep the discussions respectful”. It’s been very appreciated and unexpected how cordial everyone is with each other. That is a way that we can actually make progress and affect change.
• Kurt Miller
  o Stephan, it has been a pleasure to watch you grow over the last four years and work with you. You have been an excellent member and have represented a different viewpoint on certain issues. You have helped us shape many policies for the Town of Seymour. This Board doesn’t necessarily look at things as a Republican or a Democrat, but as what’s best for the residents. You have had a very large voice in that over the last four years. We will miss you on this Board. Chris Bowen has some large shoes to fill. It has been a pleasure to work with you.
• Veronika Jelenik – there will be a feature coming out tomorrow about the Yankee Clipper (Tom Baklik) event.

Kurt Miller said that our next meeting will be on Monday, December 2nd, and will swear in all newly elected officials.

Item #19 – Adjournment
Motion to adjourn at 7:44pm
Motion: Annmarie Drugonis
Second: Al Bruno
Vote: 6 – Yes 1 – No 0 – Abstain
  Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis – Yes Kurt Miller - Yes
  Al Bruno – Yes Robert VanEgghen – Yes Stephan Behuniak – No

Submitted by: Monica Dimon
Reviewed by: W. Kurt Miller
Monica Dimon
Recording Secretary
W. Kurt Miller
First Selectman

BOARD of SELECTMEN REGULAR MEETING – November 19th, 2019