

**MINUTES**  
**Board of Selectmen**  
**Wednesday, November 5, 2014 – 7:00PM**  
**Norma Drummer Room – Seymour Town Hall**

**Members Present:** W. Kurt Miller, Nicole Klarides-Ditria, Paul Roy, Karen Stanek, and Al Bruno.  
**Members Absent:** Annmarie Drugonis and Len Greene, Jr.  
**Others Present:** Warren Holcomb, Labor Counsel, Lianna Staffieri, Rory Burke and Fred Stanek.

**ITEM #1: Call meeting to order.**

Meeting was called to order by First Selectman, W. Kurt Miller, at 7:00 PM.

**ITEM #2: Pledge of Allegiance.**

Everyone saluted the flag and recited the Pledge of Allegiance.

**ITEM #3: Public Comment.**

Fred Stanek stated that he was appointed to the Fish Bypass Committee until completion. He complimented the Board of Selectmen members and its predecessors for the great cooperation between the political parties, the transition between administration and the cooperation among the three levels of government. This project benefits the environment, economy, ecology and the government. He stated that this project is the last link in the restoration of the Naugatuck River. He stated that we as a town benefitted greatly with this project. He also stated that the Skate Park was also a great project as well. He thanked the board and stated that we as a community should stand proud.

**ITEM #4: Approve minutes from October 21, 2014 regular meeting.**

Motion to approve minutes from October 21, 2014 regular meeting.

Motion: Al Bruno		Second: Nicole Klarides-Ditria
Vote: 5-Yes	0-No	0-Abstain
W. Kurt Miller – Yes		Nicole Klarides-Ditria – Yes
Paul Roy – Yes		Karen Stanek - Yes
Al Bruno – Yes		

**ITEM #5: Approve minutes from October 21, 2014 special meeting.**

Motion to approve minutes from October 21, 2014 special meeting.

Motion: Nicole Klarides-Ditria	Second: Paul Roy
Vote: 5-0-0	
W. Kurt Miller – Yes	Nicole Klarides-Ditria – Yes
Paul Roy – Yes	Karen Stanek - Yes
Al Bruno – Yes	

**ITEM #6: First Selectman's Report.**

- Union Contract Negotiations are ongoing. Warren is with us tonight and will provide us an update during Executive Session on our current status.
- Weekly review of the 2014-2015 budget is ongoing. On the income side we remain in line with projections. On the expenditure side, we are showing two areas of potential concern as I have previously mentioned.... Retiree Health Benefits and Town Building Maintenance. We will continue to monitor these accounts and will provide updates as the year goes on. All other accounts are trending as projected.

- I have started the process for the 2015-2016 budget. I expect to have my recommendations to departments, boards and commissions by late November. I will be recommending several changes to the overall budget to continue to stream line our operational process.
- Road improvement work on Patton Ave, Halsey Street and Jay Lane is almost completed. Driveway aprons are being finished over the next few days. Once that is done, they will be working on backfilling the curb lines and moving mailboxes as needed. I expect all of this work to be completed in the next week or so.
- The new garbage system with Winters Brothers began this week. There have been a few glitches that we have been working through but all and all; the transition has gone very well. We are in the process now of changing over the containers for those who wanted a smaller 64 gallon container. Rory is in daily contact with them to make sure any issues are addressed as soon as possible.
- Clean up at the Seymour Lumber sight continues. They are expected to be done with final site cleanup by sometime next week.
- Met with Mike Horbal to finalize the potential design of the upgrades for the parking lot next to the Strand. The changes should increase parking from 31 spaces to 46 spaces. I will provide more information on this later in the meeting.
- Walked downtown Seymour with Bill Jarvis to discuss the potential of adding Christmas lights. Unfortunately, we will not be able to do anything new this year. We did discuss the new lighting that will be going in through the Main Street Investment Fund grant. Based on that, we should have the potential for Christmas Lighting next year.
- Had the honor of attending the Seymour High School Sports Hall of Fame Dinner. This was the second year of induction. I'd like to personally congratulate each of the new members and welcome them to this very special group.
- I'd like to welcome Robin Marketto and her new business The Grateful Dog to downtown Seymour. I had the pleasure of attending her grand opening event. I was able to bring my dog Buddy along as well and he enjoyed several of the dog treats that where available. I look forward to bringing him back for grooming in the next few weeks.
- Finally, it was an honor to be a part of the grand opening ceremony of the new Paul Pawlak, Sr. Fish bypass and park at Tingué Dam. This park should be a tremendous draw to our downtown area and I look forward to it being in full operation by the end of the month

Motion to add agenda discussion and possible action of the Board of Selectmen acting in lieu of the special Town Meeting regarding financing of the 2014-2015 Capital Plan.

Motion: Nicole Klarides-Ditria	Second: Karen Stanek
Vote: 5-Yes                      0-No                      0-Abstain	
W. Kurt Miller – Yes	Nicole Klarides-Ditria – Yes
Paul Roy – Yes	Karen Stanek - Yes
Al Bruno – Yes	

Discussion and possible action of the Board of Selectmen acting in lieu of the special Town Meeting regarding financing of the 2014-2015 Capital Plan.

1. To consider and act upon a resolution,
  - (a) to appropriate \$220,000 for costs with respect to various Town facility, public works and public safety equipment acquisition and improvements including: acquisition of a dump truck and related equipment for use by the Public Works Department (estimated cost \$90,000); improvements to the Town Hall HVAC system

**ITEM #8: Discussion and take possible action on proposed changes to Strand Theater parking lot.**

Kurt stated that they are looking for ways to increase parking downtown. Mike Horbal came up with five different options for the parking lot next to the Strand Theater. Kurt stated that the option that takes out the center island increases parking spaces from 31 to 46. The telephone pole on Main Street needs to be moved. Kurt has reached out to Mark Masaro from CL&P and John O’Toole regarding the pole and they will be getting back within a couple weeks. He stated that the next step is to price the project out to get an idea of the cost. The majority of the work will be done by Public Works. Kurt stated that the benefit of increasing the parking in this lot by 50% is great. He stated that some of the parking spaces are on the Knights of Columbus’ property and they are comfortable with the changes. Karen stated that she is not opposed to this at all. She inquired if the board had talked about this issue before.

Kurt stated that the board has never discussed this. He wanted to see if it was possible to extend the parking in that lot. He stated that this is informational. He stated that if everyone is comfortable with this he will move on to the next step.

Karen inquired about where the money for this project will come from.

Kurt stated that he is projecting the money to come out of LoCIP. He stated they air marked \$15,000.00 worth of LoCIP for this project. He stated he is hoping CL&P will be able to replace the telephone pole. Al stated that this sounds like a great idea. He stated that parking downtown has always been an issue.

Paul inquired whether there was any truth to the state having jurisdiction on that lot.

Kurt stated that Mike hasn’t said anything about that. Kurt reached out to the Knights of Columbus and they are excited and will do anything to push this project through. Kurt will look more into whether there would be an issue with the state.

The board discussed where commuters can park now and how many there are in Seymour.

Kurt stated that he will take the next steps and if all goes well this will be a spring time project. Kurt stated that the project would take approximately a week to be completed and the telephone pole would be moved in advance.

**ITEM #9: Discussion and take possible action on sidewalk reimbursement for 19 Falcon Drive.**

Kurt read a letter as follows:

Seymour Board of Selectmen:

To whom it may concern:

I was asked by the Office of Operations to provide this letter as a request for one third reimbursement of expenses for sidewalk replacement in front of our home at the above address. Eighteen concrete sections were badly cracked, sinking in some areas and in need of repair. Many people walk in this area and the repairs are necessary in order to avoid any accidents.

Enclosed please find a copy of the estimate and paid bill.

If you have further questions please feel free to call us.

Joe & Laurel Vicidomino

Paul stated that the board should be notified before the work is completed.

Kurt stated that most people aren’t aware of it until after the work is done.

Nicole suggested that whoever ends up speaking to the residents about the sidewalk reimbursement to remind them to let the board know of the work that needs to be done beforehand.

Motion for the Town of Seymour to reimburse \$1,550.00 to Joe and Laurel Vicidomino for sidewalk repair for 19 Falcon Drive.

Motion: Paul Roy

Second: Nicole Klarides-Ditria

Vote: 5-Yes

0-No

0-Abstain

W. Kurt Miller – Yes

Nicole Klarides-Ditria – Yes

(estimated cost \$44,000); installation of flag pole lighting at French Park (estimated cost \$15,000); acquisition of a license plate reader for use by the Police Department (estimated cost \$17,500); acquisition of portable radios for use by the Police Department (estimated cost \$16,000); acquisition of a thermal imaging camera for use by the Fire Department (estimated cost \$13,000); HVAC thermostat improvements at Citizen's Engine Co. (estimated cost \$15,000) and miscellaneous financing costs (estimated costs \$9,500). The appropriation may be spent for costs of planning, engineering, acquisition, construction and installation, legal fees, net temporary interest and other financing costs, and other expenses related to the project or its financing. The Board of Selectmen shall determine the scope and particulars of the project, and may reduce or modify the scope of the project; and the entire appropriation may be spent on the reduced or modified project;

(b) to authorize the issue bonds or notes of the Town in an amount not to exceed \$220,000; to provide that the amount of bonds or notes authorized to be issued shall be reduced by any grants received for the project; and to authorize the issue of temporary notes of the Town in an amount not to exceed \$220,000 in anticipation of such bonds or notes or grants;

(c) to authorize the Board of Selectmen, or its designees, to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes; to take such action to allow temporary advances of available funds which the Town reasonably expects will be reimbursed from the proceeds of borrowings; and to authorize the Board of Selectmen, or its designees, to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by the resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years; and to authorize the Board of Selectmen, or its designees, to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes;

(d) to authorize the First Selectman to apply for and accept grants for the project, and to enter into any grant agreement necessary to obtain such grants; and to authorize the First Selectman and other proper officers and officials of the Town to take all actions and execute all documents necessary or desirable to effectuate the acquisition of the aforesaid parcel.

(e) to authorize the Board of Selectmen, the First Selectman, the Treasurer and other proper officers and officials of the Town to take all other action which is necessary or desirable to complete the project and to issue bonds or notes and obtain grants to finance the aforesaid appropriation.

Motion to accept the resolution presented by Susan DeBarber, Town Clerk, during the Special Town Meeting as presented.

Motion: Nicole Klarides-Ditria	Second: Karen Stanek
Vote: 5-Yes                      0-No	0-Abstain
W. Kurt Miller – Yes	Nicole Klarides-Ditria – Yes
Paul Roy – Yes	Karen Stanek - Yes
Al Bruno – Yes	

**ITEM #7: Discussion and take possible action on 2015 meeting schedule.**

Kurt mentioned that the dates in May should be changed to May 5<sup>th</sup> and May 19<sup>th</sup>.

Motion to accept the 2015 Board of Selectmen regular meeting schedule with two corrections mentioned.

Motion: Karen Stanek	Second: Al Bruno
Vote: 5-Yes                      0-No	0-Abstain
W. Kurt Miller – Yes	Nicole Klarides-Ditria – Yes
Paul Roy – Yes	Karen Stanek – Yes
	Al Bruno – Yes

**ITEM #10: Discussion and take possible action regarding Community Services Department structure and job descriptions.**

Kurt stated that with the retirement of Jack Ahearn, he wanted to make changes with how things are run at the Community Center. He stated that he had some general conversations with the union but nothing official. He discussed the current structure as follows:

Reporting to the Recreation Director is the Assistant Recreation Director. Elderly Services Clerk, Municipal Agent and Bus Driver reporting to the Elderly Services Director. Assistant Custodians reporting to Head Custodian. This includes three full time positions, three part time positions and one stipend position. Kurt stated the total salary cost, prior to this year, is \$213,677.00.

Kurt discussed the proposed structure as follows:

Director of Community Services will be a full time position and a potential salary is included on the diagram. This position will be a part of the Administrators Union.

Reporting to the Director of Community Services is a Custodian. Kurt stated it is important to designate a custodian for that one building. Kurt stated that during the winter hours, by contract, the hours for the custodian are 1:00 PM to 9:00 PM and 7:00 AM to 3:00 PM the rest of the year.

Also reporting to the Director of Community Services will be the Recreation Program Manager and the Elderly Services Manager. The Elderly Services Manager will be full time position and will be a member of the Administrator’s Union. The Recreation Program Manager will remain a part time position and will be a part of the Clerical Union. Working for all three will be the Community Services Assistant which will be replacing the position just for Elderly Services Director. This will be a part time position in the Clerical Union. The Bus Driver and Municipal Agent will continue to work under the Elderly Services Manager. Kurt stated that all the positions are budgeted for. He also recommended opening the Community Center Monday through Friday from 9:00 AM to 5:00 PM. This structure will be three full time employees, three part time employees and one stipend employee. The projected total salary cost will be \$225,760.00.

Kurt stated that so far there isn’t too much push back from the union, union will have same number of employees.

The board discussed how the Director of Community Services and Recreation Program Manager positions will be related to the Recreation Commission. The board discussed how to get the Recreation Commission on track with the new changes. They discussed the importance of the Recreation Commission tightening up. They looked at the proposed job descriptions and discussed the different aspects of each. They also discussed adding staff down the road once the model is in place. They discussed the importance of hiring the right type of person for the Community Services Director position. Kurt discussed his vision on how the Community Center will be run. The board discussed the salary for the Director of Community Services. They also discussed the interviewing process and what the board felt comfortable doing. The board agreed to think about the proposed structure and job descriptions and will revisit and discuss at the next meeting.

**ITEM #11: Discussion with Strategic Planning Committee.**

Members of the Strategic Planning Committee were not able to make the meeting. Kurt stated that they took the feedback that was provided at the previous meeting and made updates and are finalizing.

**ITEM #12: Executive session (personnel – administrator’s contract).**

Motion to enter into executive session at 7:50 PM with Labor Counsel, Warren Holcomb.

Motion: Nicole Klarides-Ditria

Second: Al Bruno

Vote: 5-Yes

0-No

0-Abstain

W. Kurt Miller – Yes  
Paul Roy – Yes  
Al Bruno – Yes

Nicole Klarides-Ditria – Yes  
Karen Stanek - Yes

Motion to exit executive session at 8:09 PM with no motions or actions taken.

Motion: Nicole Klarides-Ditria                      Second: Al Bruno  
Vote: 5-Yes                      0-No                      0-Abstain  
W. Kurt Miller – Yes                      Nicole Klarides-Ditria – Yes  
Paul Roy – Yes                      Karen Stanek - Yes  
Al Bruno – Yes

**ITEM #13: Discussion and possible action on administrator’s contract.**

Motion to accept the Successor Collective Bargaining Agreement reached by the negotiation between the Town of Seymour and the Seymour Administrator’s Local 818 of Council 4 covering the period of July 1, 2013 through July 1, 2015.

Motion: Nicole Klarides-Ditria                      Second: Al Bruno  
Vote: 5-Yes                      0-No                      0-Abstain  
W. Kurt Miller – Yes                      Nicole Klarides-Ditria – Yes  
Paul Roy – Yes                      Karen Stanek - Yes  
Al Bruno – Yes

**ITEM #14: Appointments**

Motion to appoint Nicole Klarides-Ditria to the Seymour High School Athletic Field Committee until the term is completed.

Motion: Al Bruno                      Second: Karen Stanek  
Vote: 4-Yes                      0-No                      1-Abstain  
W. Kurt Miller – Yes                      Nicole Klarides-Ditria – Abstain  
Paul Roy – Yes                      Karen Stanek - Yes  
Al Bruno – Yes

Motion to appoint Pete Sampiere to the Board of Fire Commissioners for a term of three (3) years expiring on November 11, 2017.

Motion: Nicole Klarides-Ditria                      Second: Al Bruno  
Vote: 5-Yes                      0-No                      0-Abstain  
W. Kurt Miller – Yes                      Nicole Klarides-Ditria – Yes  
Paul Roy – Yes                      Karen Stanek - Yes  
Al Bruno – Yes

Motion to reappoint Sean Strumello to the Recreation Commission for a term of two (2) years expiring on November 16, 2016.

Motion: Karen Stanek                      Second: Paul Roy  
Vote: 5-Yes                      0-No                      0-Abstain  
W. Kurt Miller – Yes                      Nicole Klarides-Ditria – Yes  
Paul Roy – Yes                      Karen Stanek - Yes  
Al Bruno – Yes

**ITEM #15: Tax Refunds/Abatements.**

Motion to approve Tax Refunds/Abatements as read.

Motion: Karen Stanek                      Second: Al Bruno  
Vote: 5-Yes                      0-No                      0-Abstain  
W. Kurt Miller – Yes                      Nicole Klarides-Ditria -- Yes

Paul Roy – Yes  
Al Bruno – Yes

Karen Stanek - Yes

**ITEM #16: Transfers.**

None.

**ITEM #17: Correspondence.**

- Letter from the Town Planner, Robert Looker, regarding the 824 referral.
- Kurt read a letter from the Town Clerk, Susan DeBarber, as follows:
  - Dear Kurt,
    - As per State Statute (Sec 7-19), I hereby appoint Lianna Staffieri as Assistant Town Clerk with an effective date of December 1, 2014.
    - Sincerely, Susan DeBarber, Town Clerk
- Letter of resignation from Patrick Stanek resigning from the Recreation Commission.
- Check registers.

**ITEM #18: Public Comment.**

None.

**ITEM #19: Selectmen's Public Comments.**

Karen Stanek expressed her deepest sympathy to the family of Nina Poeta. She complimented the faculty and staff of Seymour High School, as they weren't sure what the reactions would be. She stated that she witnessed a staff that is incredibly trained to deal with these types of situations. She stated that the staff has done a remarkable job and will continue to do so.

Kurt stated that he met with Principal Freund and opened the high school on Sunday and the staff was exceptional.

Karen also complimented Seymour Police as they stationed a police car at the bottom of Seymour High School's driveway and only let in select people. She thanked Kurt for a job well done at the Paul Pawlak Sr. ceremony. She also thanked Carl Miller for all his hard work with getting the Paul Pawlak Sr. stone installed in time for the ceremony. She congratulated the Town of Seymour on the removal of Seymour Lumber. She stated that the board needs to focus on what benefits the property.

Kurt stated that he met with Mr. Tkacz and the taxes are fully paid and property is up to date. He stated they are actively marketing the property.

Karen inquired about her previous question to Town Counsel Richard Buturla with regard to the Blight Ordinance.

Kurt stated he will check with him and get back to her.

Paul Roy stated that this community handled all the events going on really well. He stated that there have been many highs and lows recently and is very proud of our community. He stated that he is interested in getting involved with the Seymour High School Athletic Field Committee.

Nicole Klarides-Ditria commented on the sadness of Nina Poeta passing. She sent her deepest sympathy to her family and friends. She stated that she is proud of this community in supporting this family through a very difficult time. She stated that she is glad that we started the weekly trash and recycling pick up. She wasn't able to go to the opening of the Paul Pawlak, Sr. Fish Bypass but heard it was great. She stated that it is a great opportunity for people to see what Seymour has to offer. She thanked the town for voting yes to the Road Program. She stated that it is great to see Seymour Lumber finally coming down.

Kurt stated that he met with Jim Galligan today. Tony Caserta has started the bond process with regard to the road program. The process will begin in the spring 2015.

Al Bruno stated that a colleague of his is dealing with the same issues as the Poeta family and it is very difficult to see a family go through that.

**ITEM #20: Adjournment.**

Motion to adjourn at 8:23 PM.

Motion: Al Bruno

Vote: 5-Yes                      0-No

W. Kurt Miller – Yes

Paul Roy – Yes

Al Bruno – Yes

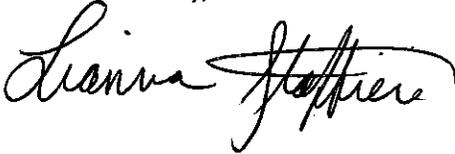
Second: Karen Stanek

0-Abstian

Nicole Klarides-Ditria – Yes

Karen Stanek - Yes

Submitted by,



Lianna Staffieri  
Recording Secretary

Reviewed by,



W. Kurt Miller  
First Selectman