

COPY RECEIVED
DATE: 4/24/12
TIME: 4:10 PM
TOWN CLERK'S OFFICE

MINUTES
Board of Selectmen
Tuesday, April 17, 2012 @ 7:30PM
Norma Drummer Room/Seymour Town Hall

Members present: First Selectman W. Kurt Miller, Nicole Klarides-Ditria, Gary Bruce, Annmarie Drugonis, Al Bruno, Theresa Conroy, Karen Stanek, and Town Counsel Richard Buturla.

Others present: Frank Loda, Matthew Petrino, Sean Walsh, Michele Pavlik, Philip Wilhelmy, James Garofolo, Max Bartlett, Tom Wallace, Paul Roy, Joe Deegan, Fred Stanek, Dennis Rozum, Larry Secor and Jim Galligan.

ITEM # 1 - Call meeting to order.

Meeting was called to order at 7:33PM.

ITEM # 2 - Pledge of Allegiance.

Everyone salutes the flag and state the Pledge of Allegiance.

ITEM # 3 - Public Comment.

None.

ITEM # 4 - First Selectman's Report/100 Day Plan Update.

- Town Hall had the first sexual harassment training yesterday. The second class will be on Thursday at 10am.
- Employee handbook committee established and 3 employees have volunteered.
- Dee and Kurt finalizing Matthies Grants List. Will have the finalized list at the BofS meeting on May 1st.
- Building across from the post office is moving along. They had concerns about safety so ripped top floors off. Completion of project end of August beginning of September.
- Meeting on April 21st with Beacon Falls First Selectman, Tom Haynes, and VCOG concerning property behind Stop & Shop. Meeting will be about prospects on the property and Kurt will report to the Board on May 1st.
- Housatonic Wire, Mr. Budzinski has money in account. Gave check to Demolition Company for \$40,000. Cannot begin demolition until the permits from the Dept of Health are done.
- Had the Planimetrics Action Plan meeting last week. Approximately 40 people were in attendance.
- Update on Fish by Pass: (Theresa) Kurt: Waiting from paperwork from state to set up closing date. Hopefully by the end of the month. Documentation ready to go. Shovels in by the end May beginning of June.

ITEM # 5 - Approve minutes from April 3, 2012 Board of Selectmen meeting.

Motion to approve the minutes from the April 3, 2012 Board of Selectmen meeting.

Motion: Annmarie Drugonis Second: Al Bruno

Vote: 7-Yes 0-No 0-Abstain

ITEM # 6 - Executive Session (Contract Negotiations-Reorganization of job responsibilities), Pending Litigation, Personnel).

Motion to go into executive session concerning contract negotiations – reorganization of job responsibilities and personnel issue updates with the Board of Selectmen and Town Counsel at 7:39pm.

Motion: Annmarie Drugonis Second: Al Bruno
Vote: 7-Yes 0-No 0-Abstain

Motion to come out of executive session at 8:07pm with no motions or action taken.

Motion: Annmarie Drugonis Second: Theresa Conroy
Vote: 7-Yes 0-No 0-Abstain

Motion to add to agenda discussion and possible action on license agreement between the Town of Seymour and the Seymour Land Trust.

Motion: Annmarie Drugonis Second: Karen Stanek
Vote: 7-Yes 0-No 0-Abstain

Discussion and possible action on license agreement between the Town of Seymour and the Seymour Land Trust.

Town Counsel Richard Buturla in conjunction with the attorney for the Seymour Land Trust Fred Stanek have come up with a temporary solution to the encroachment issues at Seymour Land Trust and Chatfield Park. Richard Buturla: The building at the Seymour Land Trust located at 13 Chatfield Street issue is with the deck and an issue with a retaining wall along with possible encroachments on town property. A temporary CO had been given by the ZEO in error. In the past 2 weeks a lot of work has been done to resolve these issues. Mr. Horbal has done a land survey. Both parties have encroachment issues. This license agreement is a temporary fix and the town is giving permission on a temp basis for the Land Trust to continue to use their deck and building. The license agreement includes Hold Harmless and Indemnification Agreements. The Land Trust must add the Town of Seymour to their liability policy. The Land Trust has 90 days to correct existing retaining wall. Review of site plan within 30 days. Land Trust Board gave Alex Danko permission to execute the license agreement. Attorneys, Alex Danko and the Town Engineer discussed issues and signed. Permanent fix will be trading property. License until June 30, 2012 then revisited. Events are booked. Rich wants a permanent solution as soon as possible. Extension and amendment if needed. Liability caps. \$2,000,000 and \$1,000,000. Thanks to Attorney Stanek for his hard work on a volunteer basis. Fred: Thanks everyone for their consideration on this matter.

Motion to allow the First Selectman to sign and enter into the license agreement Seymour Land Conservation Trust Inc. and the Town of Seymour dated 4/17/12.

Motion: Gary Bruce Second: Annmarie Drugonis
Vote: 5-Yes (W. Kurt Miller, Gary Bruce, Annmarie Drugonis, Nicole Klarides-Ditria, Karen Stanek)
0-No Abstain-2 (Al Bruno, Theresa Conroy)

ITEM # 7 - Discussion and possible action on Stormwater Management Compliance with Town Engineer.

Larry Secor, Environmental Engineer for the Town. Semi annual ground water testing is done every year in Seymour per DEP Regulations. Stormwater discharge monitoring done at Transfer Station and Public Works Garage. Needs good rain events to test. The staff at the DPW does the sampling and gives to him. Training class April 21st at 7am. Public outreach and videos. 2005 was given to DPW to label the catch basins. Not many done. Two ordinances adopted in the Town of Seymour years ago. Aquifer protection in Town is handled by the Conservation

Commission. Certain activities that cannot happen over an aquifer such as dry cleaners. Transfer Station, e-waste, etc.

ITEM # 8 - Discussion and possible action on Rimmon Street resurfacing and drainage project. Two years ago town made application for resurfacing project on Rimmon Street through the VCOG. STP Urban Program Grant. This project will be similar to Derby Avenue resurfacing. There will be drainage added, at least 15-20 catch basins added. Coordinate with sewer and water companies to see if sufficient. Reconstruct sidewalks and new curbing. Would like entire the sidewalk replaced on Old Drive not just a part of it, Board of Selectmen need to approve and/or add this to the scope of the project before final completion. Schedule on project, DOT, be completed end of 2015, hoping for the end of 2014. At least 2,200 vehicles have been counted going through Rimmon Street per day. Very busy road and improvements will cut down on accidents. Public Info meeting in March. All residents invited and 4 households came. Approx 8 months on construction and there will be police presence. This is a collector road that connects 2 state roads. Costs are as follows: 80% federal 10% state 10% town. Jim's role in this project is the Town's representative and will not apply to be the engineering firm for the project. Will assist and recommend throughout the process and will be working in the Town's best interest. (Ex: sidewalks).

All of the work will be within the right away of the street lines. There will be under-drainage, but will still be in the street lines. There may be ledge under the road and blasting may be required. Right of way approx 10 feet beyond the road on either side. 50 feet is the typical right of way.

ITEM # 9 - Approve proposal for insulation at the Seymour Public Library with the balance of the Energy Grant, per recommendation from the Energy Committee. (Take action)

The remaining balance for this project from the Energy Grant is \$14,185.00. The Energy Committee got three quotes for the insulation for the Library attic.

Paul Roy, Energy Committee: Gives credit to Joe Deegan and Tom Wallace for all of their hard work and diligence. The Energy Committee has provided a breakdown of the quotes and the needs of the library from the three companies. Tom Wallace explains the process that the Committee went through to get the insulation quotes. Needs Town Engineer to look at the ventilation issues and review the ventilation requirements. The Committee recommends Spray-Tech to do the job. Spoke to HVAC Company to get recommendations on the new air conditioning system and whether the insulation would be an issue, they were told that it wouldn't be. Dennis will replace the small window with a vented louver. Town Engineer will go out to look at the ventilation. Project can be done in 3 to 5 days. Need to have a dump truck from DPW to help to clean out the attic of debris. Gary asks if the material is fire retardant and the Committee Members confirm that it is.

Motion to enter into an agreement with Spray-Tech Foam Insulation, LLC to install R38 Blown Fiberglass Insulation into the attic of the Seymour Public Library for \$13,770.00 using the balance of the energy grant.

Motion: Al Bruno

Second: Annmarie Drugonis

Vote: 7-Yes

0-No

0-Abstain

The Board of Selectmen congratulates Phil Wilhelmy on saving someone's life in the line of duty.

ITEM # 10 - Discussion of EMSOC Semi-Annual Report.

Michele Pavlik, Chairman of EMSOC, 5 Emma Street: Report is self explanatory. SAA has come a long way and are doing well.

Gary Bruce: Has questions concerning the Town's contribution to Seymour Ambulance and what that money goes to. Feels that the residents are being double billed, if they are being billed for services and paying taxes to pay the stipend. Would like to know how many people are paid and wants to see the financials. He would also like to look at competitive companies. Feels he is looking out for the Town's best interest. Would like SAA to come in and report on their first quarter reports and ask questions. Has reviewed 1099 for SAA and has concerns that the Town is subsidizing a private company.

*Michele will share Gary's concerns with the Director of SAA.

Kurt: There were flooding issues in the ambulance bay and offices this year. The Seymour Department of Public Works took care of the problem and fixed the drainage. Drainage work was done with a borrowed excavator from the Seymour Land Trust.

ITEM # 11 - Set Public Hearing for the Neighborhood Assistance Act for Monday, June 4, 2012 at 4:00PM in the Norma Drummer Room/Seymour Town Hall.

Motion to set a Public Hearing for June 4, 2012 at 4:00PM in the Norma Drummer Room at Seymour Town Hall for the Neighborhood Assistance Act.

Motion: Karen Stanek Second: Theresa Conroy

Vote: 7-Yes 0-No 0-Abstain

*Theresa would like info on any local organizations that use this program.

ITEM # 12 - Approve National Day of Prayer for Thursday, May 3, 2012 at 12:00PM at Seymour Town Hall.

Motion to approve the request for National Day of Prayer for May 3, 2012 at 12:00PM at Seymour Town Hall.

Motion: Theresa Conroy Second: Al Bruno

Vote: 7-Yes 0-No 0-Abstain

ITEM # 13 - Approval of 4-part time seasonal workers for the Parks Department.

Letter in packet from the Parks Commission requesting the 4-part time seasonal workers for the parks. A letter from Dennis Rozum, Public Works Director also requesting 4-part time parks workers. After analysis of the line item for the regular salary employee there are enough funds available for the part time positions for May and June at \$15.00 per hour. The list of job responsibilities is included in the packet. The Town Charter states that the Parks Commission has to ask for approval from BoS for any part time seasonal help

Dennis: The Town is in need of seasonal help. The outcome over the years while using part time seasonal help has been very positive.

Sean Walsh: The parks have suffered since the Town stopped hiring seasonal help. There used to be more employees and less to do. Now there are only 14 employees to work on the entire Town.

Kurt is in favor of this and feels like the parks are looking better and need to continue to look better.

Annamarie: Wants to make sure that all employees that are near chemicals are trained properly. Dennis explains that they will not be handling any chemicals.

Gary: Looking for job description. One is attached to the packet.

Nicole: Hourly rate is low? Dennis: That is what they pay.
Annmarie: Any union issues? Dennis: No.
Motion to approve the 4 part time seasonal workers for parks via DPW.
Motion: Annmarie Drugonis Second: Karen Stanek
Vote: 7-Yes 0-No 0-Abstain

ITEM # 14 - Discussion of the Code Red System.

All Board Members received a packet of info at the last Board of Selectmen meeting on 4/3/12 from Tom Eighmie. Tom Eighmie contacted the First Selectman this evening and was unable to attend this evening. If any of the Board Members have any questions or concerns for Tom Eighmie please address them to Dee and she will forward them to Tom.

Gary: Biggest concern is \$9,700.00, which is the cost of Code Red. Would like to propose similar or better service for little or no money. An alternative to Code Red which costs the Town nothing is Everbridge.

Frances Wollett, Everbridge. Bill Yule from the State and Gary Bruce contacted him to come speak to the Board about Everbridge. CT Alert System was mandated by Governor Rell (CTAlert.Gov.). Mr. Wollett is an Everbridge Representative and certified Emergency Management Director. There are some Seymour residents signed up CTAlert.Gov, which utilizes the Everbridge system. Need to use every day or will get stale. Municipal modification module will notify all employees in a matter of seconds if there is an emergency. Everbridge is paid for by the state. Training is available for 911 employees/dispatchers. Speaks about the system throughout the state. All programs have issues, any issues during the Irene and Alfred storms have been resolved. Has a full service mobile app also. Explains everything that is included in the system.

Kurt: How many communities are signed up with Everbridge?

Frances: All core state agencies are signed up with Everbridge. 109 communities have their 911 centers using Everbridge. Individual towns that use Everbridge are 56.

Al: Would like to know how much time is left on the Code Red Contract. Kurt: We will find out.

Gary: Would like to see the Town use the alternative program with the same service for free.

Kurt: What testing has been done to make sure that problems do not happen again?

Frances: Call throttling enhancement. Cloud based Computer Company. Changed how calls were made and the infrastructure. Increased capacity 200% after Irene and Alfred.

Everbridge State contract: \$.81 per name for the first year and \$.49 after the first year for each name in data base. 911 center usage free.

Kurt: Non covered use, non emergency usage, what would the cost be to the Town?

Kurt would like the presentation emailed to him, with sample costs. He will bring the presentation to the Emergency Management Team for Review.

ITEM # 15 - Sub-committee Reports:

The Board will take action at the May 1st Board of Selectmen Meeting.

a) Telecommunications Policy.

Gary: Looked at a lot of the components that make up the upcoming technology. Looked at equipment use at town meetings, what constitutes a meeting according to town charter. The definition of a quorum for a meeting is stated in our Charter, which refers to Roberts Rules of Order. Members must be present to be counted. In the State Statutes there is one section for telecommunications. Some groups may have

discussions via telecommunications but no legal business can be conducted. State level must be present to vote on a motion. Positives and negatives. Negatives: No control over meetings, no face to face, what if technology fails no ballot voting. Would like to discuss further. A lot of changes need to take place. The state of Alaska uses telecommunications due to their geographic area. Does not believe that the Town of Seymour is ready for telecommunications.

May not be ready for May 1st. Town Counsel will review when bullet points are submitted.

b) F.O.I. Policy.

Nicole: Needed to change to take Dees name out and replace with the Office of the First Selectman. To be updated and sent back to the board for approval.

c) Videotaping Policy.

Theresa: Documentation together but need to meet again. Report back for May 1st.

Excuse Town Counsel 9:59PM.

ITEM # 16 - Appointments.

None.

ITEM # 17 - Tax Refunds/Abatements.

Approve Tax Refunds in the amount of \$19.25.

Motion: Annmarie Drugonis

Second: Theresa Conroy

Vote: 7-Yes

0-No

0-Abstain

ITEM # 18 - Transfers.

None

ITEM # 19 - Correspondence.

- Check Registers.

- Retirement letters:

Bob Anderson, Tax Collector will be retiring on 6/14/12.

Esther Rozum, Town Clerk will be retiring on 9/4/12.

Thank you to employees for their service.

ITEM # 20 - Other Business.

None.

ITEM # 21 - Public Comment.

None.

ITEM # 22 - Selectmen's Public Comments.

Theresa: Invasive Bamboo. Fell through in the state and she would like to take the lead on this committee. Looking for one other volunteer. May 1st meeting. Earth Day: April 22, 2012 at 8am. Would also like Don Smith to come explain the technology grant that was discussed weeks ago to the Board.

Al Bruno: Would like the Community Center spruced up. Run down and would like to see it fixed up.

Kurt: We will be replacing switches in the gym at the Community Center using LOCIP Funds.

Annmarie: Seymour Soccer Wine Tasting will be held on May 19th at Villa Bianca. Please come support our kids.

She also does not want to put people on the spot like what happened to Michele this evening concerning SAA. People should forward questions and/or concerns prior to meetings so the committee chairmen or individuals can be prepared.

ITEM # 23 - Adjournment.

Motion to adjourn at 10:06pm.

Motion: Annmarie Drugonis

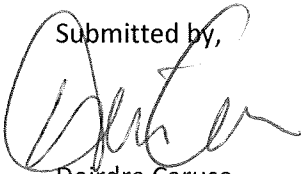
Second: Al Bruno

Vote: 7-Yes

0-No

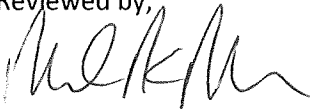
0-Abstain

Submitted by,



Deirdre Caruso,
Recording Secretary

Reviewed by,



W. Kurt Miller,
First Selectman