

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

Members present: First Selectman W. Kurt Miller, Gary Bruce, Annmarie Drugonis, Al Bruno, Theresa Conroy, Karen Stanek, Nicole Klarides-Ditria (8:55PM) and Town Counsel Richard Buturla.

Others present: Frank Loda, Jeanne Loda, Paul Roy, Sean Walsh, Matt Petrino, Evan Petrino, Peter Jezierny, Ron Skurat, Paul Wetowitz, Dennis Rozum, Mark Thompson and Paul Thompson.

ITEM # 1 - Call meeting to order.

Meeting was called to order by the First Selectman at 7:34pm.

ITEM # 2 - Pledge of Allegiance.

Everyone salutes the Flag and states the Pledge of Allegiance.

ITEM # 3 - Public Comment.

James Brennan 124 Bungay Road: Gives info on appeal for his farm assessment . Info from Jason from Vision Id was forwarded to the assessor on the 31st January. Feb 1st went to get info and FOI request for data card – inspector. States previous assessment history and farm info. Shows changes that were made on the card on his property. Provides additional information on field cards and appeal.

Cliff Strumello, 15 Cemetery Road: Would like to know if he will be able to speak under item # 16.

Kurt Miller: Yes.

Paul Thompson, Evergreen Terrace, Technology Committee: Letter asking board members to do a survey about the website on SurveyMonkey.com.

ITEM # 4 - Approve minutes from Board of Selectmen meeting on 1/17/12.

Motion to approve minutes from the Board of Selectmen meeting on 1/17/12.

Motion: Annmarie Drugonis Second: Gary Bruce

Vote: 6-Yes 0-No 0-Abstain

Motion to move item 6 before item 5 on the agenda.

Motion: Annmarie Drugonis Second: Karen Stanek

Vote: 6-Yes 0-No 0-Abstain

ITEM # 6 - Discussion and possible action on Dedication of the canoe/kayak launch located at Keith Mitchell Forest.

Peter Jezierny, Walnut Street, Chairman Conservation Commission: Was approached by some kids going for their Eagle Scout badges and asked if they could have permission for a project. Justin Zrelek, had an idea for 4 mile brook in Keith Mitchell Forest, Inland Wetlands gave him permission to construct a ramp kayak/canoe launch. Then Justin Gittings constructed benches and tables at the launch, completed even though there was a ton of snow last year. Adam Messier then constructed a pavilion at the kayak launch. They have all achieved the rank of Eagle Scout. The Town would like to recognize the outstanding job that was done by these boys. The Town would like to dedicate a portion of the forest/canoe launch ½ acre – Eagle Scout Landing and Pavilion. A big thank you to Mike Horbal for the maps, which will be transferred to milar and filed with the Town Clerks office.

Motion to dedicate the ½ acre of land and rename it the Eagle Scout Landing and Pavilion.

Motion: Gary Bruce Second: Annmarie Drugonis

Vote: 6-Yes 0-No 0-Abstain

ITEM # 5 – Present certificates to the Eagle Scout Volunteers.

Peter Jezierny, Conservation Commission presents certificates to the Eagle Scout Volunteers for all of their work on the Eagle Scout Landing and Pavilion.

The certificates were presented to Adam Messier and Dustin Zrelak's father accepted on his behalf. Justin Gittings was not present.

ITEM # 7 - First Selectman's Report – Update on 100-Day Plan.

- Changed color coding on added a key.
- Got last signature for the fish by pass. Thanks everyone for their hard work. Should be out to bid by the end of the month.
- Housatonic wire moving along and the State did a test on their bank account, paper work with Attorney General and we should have info soon.
- Will be in Hartford tomorrow all day for the opening of legislative session.
- Last Thursday we were open until 7:30pm. Did well two marriage licenses were done and there was activity. There was also a police presence in Town Hall and there were new high beam lights installed in the parking area. Looking to possibly install cameras on the roof.
- Tax Incentive Committee will be giving a report to the Board this evening.
- Technology Committee update from Paul Thompson earlier concerning website survey. Please go do the survey, 10 questions, easy on surveymonkey.com.
- Department Head meetings are going great. Weekly follow ups and working in groups to have better communication between departments.
- Departments will submit quarterly reports. (PD, BofEd, PW, etc.)
- Skate Park Committee will give report at tonight's meeting.

ITEM # 8 - Executive Session (Pending Litigation – Jezierny v Seymour) (Personnel, Contract Negotiations)

Motion to go into executive session for pending litigation for Jezierny v Seymour, with Board of Selectmen, Richard Buturla Town Counsel and Kevin Tighe Counsel for Insurance Company at 7:50PM.

Motion: Annmarie Drugonis Second: Theresa Conroy

Vote: 6-Yes 0-No 0-Abstain

Motion to come out of Executive Session at 8:09pm with no motions or votes taken.

Motion: Al Bruno Second: Theresa Conroy

Vote: 6-Yes 0-No 0-Abstain

ITEM # 9 - Discussion and possible action on Jezierny v Seymour.

Motion to authorize the First Selectman to execute the settlement release discussed in Executive Session.

Motion: Al Bruno Second: Karen Stanek

Vote: 5-Yes (W. Kurt Miller, Gary Bruce, Al Bruno, Theresa Conroy, Karen Stanek) 0-No
1-Abstain (Annmarie Drugonis)

ITEM # 10 - Discussion and possible action on Report from the Tax Incentive Committee.

The First Selectman asks that the board members review the Tax Incentive Program and get together any questions by the next Board of Selectmen meeting on February 21, 2012.

John Conroy, 14 William Lane: Tax Incentive Committee, Al Bruno, Phil Wilhelmy, Ted Holly and himself. The Former Board of Selectmen began this process last summer. The Committee has tailored this Tax Incentive Program to Seymour's unique needs. There is a lot of competition and Seymour needs to stand out from other towns/municipalities in the area. Competition is out there to get the businesses to move into Seymour. This program has been created within the confines of Connecticut State Statutes. This plan offers flexibility for the applicant and all kinds of businesses and will work with the Economic Development Director and/or the First Selectman. A vote of the Board of Selectmen will put this into effect. Marketing tool for new businesses in 2012 when put into place.

Karen Stanek: This is a well designed plan.

Kurt Miller: Previous Board of Selectmen laid the ground work.

Theresa Conroy: Great for Economic Development in the Town.

Gary Bruce: Will the incentive go into effect after construction is completed or immediately?

John Conroy: The business will have to reach their investment and milestones then abatement or incentive kick in. When construction is complete and they get their first tax bill then the incentive will kick in.

Gary Bruce: Just wants to understand that when the agreement is initiated then there is a period to complete and then the incentive will kick in.

John Conroy: The Board of Selectmen will look at each individual project. The plan is different for each business.

Al Bruno: Thanks John for his guidance and expertise on this program. He is very proud of the program and it was a pleasure working on it with the Committee.

ITEM # 11 - Discussion and possible action on Fire Marshal's Office fee schedule.

The Fire Marshal's office fee schedule was presented at previous meetings. The Board members were asked to review the proposed additional fees and decide.

Motion to accept the proposed additional fee schedule as presented by the Fire Marshal's office as suggested at the January 17, 2012 Board of Selectmen meeting.

Motion: Annmarie Drugonis Second: Karen Stanek

Vote: 0-Yes 6-No 0-Abstain

Motion fails.

Theresa Conroy: Still has concerns about additional fees in this economy and inspections not being done. Wants to find another way to get the money for the position.

Al Bruno: Agrees with Annmarie and Theresa that adding more fees in this economy would not help economic development.

Gary Bruce: Concerned that the Fire Marshal's office is short staffed and services not being provided.

Kurt Miller: Also does not agree with adding fees in this economy and would like to find another way. Does not want to take from businesses.

ITEM # 12 - Discussion and possible action on Fire Marshal's Office stipend position.

Paul Wetowitz, Fire Marshal: Emailed changes to the proposal for a stipend position in the office.

Motion to hire a part time stipend Deputy Fire Marshal/Fire Inspector for \$3,000 per year providing time sheets with location of inspections and re-inspections quarterly and working a minimum of 60 activities.

Motion: Karen Stanek Second: Theresa Conroy

Motion to rescind: Karen Stanek Second rescind: Theresa Conroy

Kurt can revisit this in a year and eliminate the position if it's not effective.

Town Counsel Richard Buturla would like to consult with the labor attorney and get back to board members on this issue. Town Counsel would like this item tabled.

Motion to table the Fire Marshal's office stipend position until the February 21, 2012 Board of Selectmen meeting until recommendation is received from Town Counsel.

Motion: Annmarie Drugonis Second: Al Bruno
Vote: 6-Yes 0-No 0-Abstain

ITEM # 13 - Discussion and possible action on 98/100 Bank Street fire lane and signage issue.

Paul Wetowitz, Fire Marshal: Submits a letter concerning the 98/100 Bank Street fire lane and signage issue. He has established by written order that the rear of 98 Bank Street is now a fire zone. Under the Town Ordinance the owner is responsible for purchasing and erecting the signs as designated by the Fire Marshal. A list of signs are attached to the letter. The Fire Marshal suggests that the Department of Public Works also purchase and put up the signs, as well as a do not enter sign for the driveway on Martha Street.

Motion to have Public Works purchase and put up the signs at 98/100 Bank Street building as directed by the Fire Marshal.

Motion: Theresa Conroy Second: Karen Stanek
Vote: 6-Yes 0-No 0-Abstain

ITEM # 14 - Report from HR Consulting Group concerning the HR Audit.

HR Consulting, Robin & Lisa: Presentation, Last August they began to conduct an audit to look at Human Resource practices in the Town of Seymour. Their company currently does payroll for the town. The scope of the audit included a look through departments, meet with department heads, interviews with all departments, organization, structure, mission, vision, recruitment, planning, operating, record keeping, benefits, compensation, safety, etc.

The Town has 24 departments. Most departments are in unions. The Town currently does not have a HR Department. Department ratio is high and too many departments report to the First Selectman. Recommend possible consolidation of departments. There needs to be a common foundation around Town. Employee input minimal: need to have better communication, informal, not enough structure, establish formal communications. Demographics of Town Employees: Approximately 50% of the work force over age 60, need planning for retirement, proactive, key positions, and a clear strategy. Operating procedures, union issues, benefits, etc. are all being handled by the First Selectman, Finance Director, and the Executive Assistant. Some issues need to be outsourced and the Town needs procedures and formalized consistency. Performance management, structure need to be implemented because some practices not compliant. The town needs training and staff development because there has been none conducted. There is a need for minimal goals and annual assessment for employees. Using an outside firm for benefit plans and design, competitive, costs, possibly move internally. Personnel should be trained and kept up to date with legal changes. There is a safety committee in place, which is proactive and keeps the town up to speed. Performance management not handled consistently and a process needs to be put into place.

Al Bruno: Asks if this report is surprising for a town of this size/culture.

Robin, HR Consulting: Not surprising at all.

Kurt Miller will be putting in a \$40,000 line item for HR in the budget. Currently he is working on a mission statement, job descriptions – need to be formal/professional, help to evaluate performance. Structure make town more efficient – re create reporting structure, personnel files, and there is no handbook and this is why the town needs HR. There needs to be policies and procedures in place and it

should be signed off on each year. He is currently working with all department heads on these issues. As progress is made he will be bringing things to the Board members.
Theresa Conroy: Thank you for the audit and the hard work. When this was started last year it was a great idea. The town needs to exceed goals and have a better working environment.

ITEM # 15 - Report from Skate Park Committee.

Paul Roy, 80 Washington Avenue, Chairman Skate Park Committee: Gives the Board Members a map that was highlighted showing the plans for the park. Working with a very good committee and did not know a lot about skate parks. The kids and members have brought a lot of insight about skating and bmx biking. The Committee have decided to build a bmx and skate park. Would like to put on the community center field with a play scape area. They would like to build the park so they can eventually add onto it and there will still be a baseball area on the field. It will not go over the existing sewer easement. They would also like to add a walking track going around park. Committee has approved plan. They would like the Board of Selectmen to approve the plan. They will then send packages out to companies that build skate parks to see what they recommend. They have spoke to the Director of the Housing Authority David Keyser since the field is leased by them. Mr. Keyser has agreed to release the lease because he knows that he will not be able to build elderly housing on the property due to it being on the 500 year flood plain and there is only approximately one year left on the lease. Need release on lease or permission to use field agreement with town attorney and housing director. This will be a cement structure, which will have longevity and low maintenance - Long lasting.

8:55pm – Nicole Klarides Ditria

Kurt Miller: Great planning, something for everyone and walking trail is a great idea. Younger and older kids will be able to utilize the park. People from other towns will come and that will be good for economic development and the parents that drop off their kids will spend money in town. Looking for additional money to build a possible pavilion in the park with picnic tables, and a camera on roof of the community center pointing at the park that is monitored at the police station. He also put a \$5,000 line item for the skate park in the budget for maintenance, up keep, etc. The State gave the Town a \$187,000 grant for project. Hopefully there will be a lot of volunteers to do the work at the skate park and also have fundraisers. Possible clubs at the schools. Possibly break ground at the end of March and possibly have the project done by June.

Motion to accept the plan for the new skate park as presented by the Skate Park Committee.

Motion: Theresa Conroy

Second: Annmarie Drugonis

Vote: 7-Yes

0-No

0-Abstain

ITEM # 16 - Discussion and possible action on Cemetery Road closing issue.

Rich Buturla, Town Counsel: States that the Board of Selectmen have the authority to accept or abandon roads, but the Board of Police Commissioners are the traffic authority – safety authority. They are in charge of public safety issues, which may include closing of a road for safety reasons.

Cliff Strumello, 15 Cemetery Road: Has reviewed the Board of Police Commissioners minutes from 2007 until present and has not found the closing of Cemetery Road during the winter months in any of them. The only thing that he did find was in 2008 item # 8 Management Report were just comments, no action. It stated "Cemetery Road closed for winter", no motions or action taken. On November 1, 2012 a sign was posted that states closed for 4 months. Need criteria what makes it dangerous. Issues not addressed. Accidents possibly younger drivers, not experienced. Wants the cement blocks put on the curbs where someone would drive off of the road. Would like safety issues addressed and reviewed.

Many accidents on other roads. Paved in early 40's plowed and maintained ever since. Plowed in the winter.

Kurt Miller: States that he would like the Legal Opinion letter from Town Counsel Richard Buturla and the concerns of the residents forwarded to the Police Commission so they can take action on this issue.

Al Bruno: Trusts Town Counsel's advise and wants this issue discussed by the Police Commissioners.

Annamarie Drugonis: Would still like to know the reasons why the road was shut down.

Motion to forward Town Counsel letter and information to the Board of Police Commissioners so that they may take immediate action on the closing of Cemetery Road.

Motion: Theresa Conroy Second: Nicole Klarides-Ditria

Vote: 7-Yes 0-No 0-Abstain

ITEM # 17 - Discussion and possible action on updating phone system for Town departments.

There was a presentation from Comcast yesterday on the proposed phone system. At the same time another vendor has offered the same service substantially less. Would like to table this item once again so that we may look at what the other company has to offer, because there is a potential of greater savings. We will revisit this issue at the February 21, 2012 meeting.

ITEM # 18 - Resolution to appoint a Charter Revision Commission. (Take Action)

Be it hereby resolved that the Seymour Board of Selectmen form a nine member Charter Revision Commission for the purpose of proposing revisions to the Town Charter and to implement the said Charter Revision process.

Motion: Gary Bruce Second: Al Bruno

Vote: 7-Yes 0-No 0-Abstain

Be it hereby resolved that the Seymour Board of Selectmen formed a Charter Revision Commission on Tuesday, February 7, 2012 for the purpose of proposing revisions to the Town Charter and to implement the said Charter Revision process. The Seymour Board of Selectman hereby appoints the following electors to serve as members of said Charter Revision Commission: Frank Loda (D), Gary Freeman (R), Mark Thompson (R), Melanie Kalako (D), Chris Falcioni (D), Jon Szuch (R), Robert Koskelowski Sr. (R), Jack Liedke (R), Thomas Schutte (D).

Motion: Al Bruno Second: Theresa Conroy

Vote: 7-Yes 0-No 0-Abstain

Be it further resolved that the Charter Revision Commission shall submit its draft report on or before September 4, 2012.

Motion: Al Bruno Second: Theresa Conroy

Vote: 7-Yes 0-No 0-Abstain

Town Counsel was excused at 9:15PM.

ITEM # 19 - Appointments.

Motion to appoint Patrick Lombardi to the Zoning Board of Appeals for the remainder of a 4-Year term expiring on 2/1/14.

Motion: Al Bruno Second: Nicole Klarides-Ditria

Vote: 7-Yes 0-No 0-Abstain

Motion to reappoint Ted Holly to the Zoning Board of Appeals for a 4-Year term expiring on 2/1/16.

Motion: Theresa Conroy Second: Nicole Klarides-Ditria

Vote: 7-Yes 0-No 0-Abstain

Motion to appoint Robert Enquist, Jr. to the Conservation Commission for the remainder of a 4-Year term expiring on 12/31/13.

Motion: Karen Stanek Second: Al Bruno
Vote: 7-Yes 0-No 0-Abstain

Motion to appoint Dianna Koskelowski to the Library Board of Directors for the remainder of a 4-Year term expiring on 12/7/15.

Motion: Gary Bruce Second: Nicole Klarides-Ditria
Vote: 7-Yes 0-No 0-Abstain

Motion to appoint Patrick Lombardi as a Town Moderator for a 2-Year term expiring on 12/2/13.

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

Motion to appoint Nicole Klarides-Ditria to the Building Review Committee for a term to expire upon completion.

Motion: Annmarie Drugonis Second: Karen Stanek
Vote: 6-Yes (W. Kurt Miller, Gary Bruce, Annmarie Drugonis, Al Bruno, Theresa Conroy, Karen Stanek)
0-No 1-Abstain (Nicole Klarides-Ditria)

Motion to appoint Jen Magri to the Building Review Committee for a term to expire upon completion.

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

Motion to appoint Paul Wetowitz to the Building Review Committee for a term to expire upon completion.

Motion: Theresa Conroy Second: Al Bruno
Vote: 7-Yes 0-No 0-Abstain

Motion to appoint Wayne Natzel to the Building Review Committee for a term to expire upon completion.

Motion: Nicole Klarides-Ditria Second: Theresa Conroy
Vote: 7-Yes 0-No 0-Abstain

Motion to appoint Dennis Rozum to the Building Review Committee for a term to expire upon completion.

Motion: Theresa Conroy Second: Gary Bruce
Vote: 7-Yes 0-No 0-Abstain

Motion to appoint Tim Connors to the Building Review Committee for a term to expire upon completion.

Motion: Nicole Klarides-Ditria Second: Al Bruno
Vote: 7-Yes 0-No 0-Abstain

Motion to appoint John Stelma to the Building Review Committee for a term to expire upon completion.

Motion: Theresa Conroy Second: Karen Stanek
Vote: 7-Yes 0-No 0-Abstain

- Nafis & Young – William Lane, will report when criteria is met.

ITEM # 23 - Other Business.

NONE

ITEM # 24 - Public Comment.

Sean Walsh, 126 Pearl Street: Tax Incentive Board, suggestions about small business owners, last Wednesday, workshop state, small businesses. A lot of people. Smaller businesses are worried about being left out and larger businesses get more incentives. Would like to see incentives for smaller businesses. Before committee disbanded, small bus owners would like to see if there is something for them, welding, signs, small construction companies, etc.

Jeanne Loda, 27 Osprey Drive: Skate Park, make sure proper insurance, liability insurance, check into make sure rider for it.

ITEM # 25 - Selectmen's Public Comments.

Karen Stanek: Happy about skate park project. Good for town.

Al Bruno: Comments that state roads are loaded with litter sent a letter to Rep Greene to get DOT on the job. Would like to see signage put in stating fines will be given if caught littering.

Karen Stanek: noticed yesterday by rotary and near her home, bags, someone cleaned up.

Gary Bruce: Benefit Ziti dinner 2/25 2-6pm Oxford American legion. Benefit Lou Yustin.

ITEM # 26 - Adjournment.

Motion to adjourn at 9:37pm.

Motion: Annmarie Drugonis

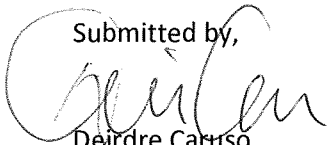
Vote: 7-Yes

0-No

Second: Al Bruno

0-Abstain

Submitted by,



Deirdre Caruso,
Recording Secretary

Reviewed by,

W. Kurt Miller,
First Selectman