COPY REG DATE: 5 TIME: TOWN CLERK'S OFFICE

## MINUTES

## Board of Selectmen Tuesday, May 1, 2012 @ 7:30PM Norma Drummer Room/Seymour Town Hall

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

Not present: Annmarie Drugonis.

Others present: Sean Walsh, Gene Atkas, Michael Lombardi, Dennis Rozum, Melissa Smith-Poynton, Kaleen Barbieri, and Dana Flach.

ITEM # 1 - Call meeting to order. Meeting was called to order at 7:35PM.

ITEM # 2 - Pledge of Allegiance.

Everyone salutes the flag and states the Pledge of Allegiance.

ITEM # 3 - Public Comment.

Kaleen Barbieri, 5 Kathy Drive: Seymour Lions Club collects old eye glasses for people and there are collection bins all over town, such as Smith Shell Station and Dr. Tzepos Office. The Seymour Lions has a Facebook page; please visit for more information and scheduled events.

Seymour Lions Club – Summer Cruise Nights at John J. Sullivans, May 6, 10, and 24<sup>th</sup>. June 1<sup>st</sup> - Downtown, June 7 & 21 and July 5 & 19 and August 2, 16, 30 and September 1 – Downtown.

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

Updates:

- Last Thursday toured the Town Parks with our Risk Manager from HD Segur. A report is being done with the requirements and needs in the parks next week. There was an immediate safety concern with one slide, which will be taken care of immediately.
- Staff training tomorrow for prevention of back injury. Also slip and fall training next month.
- Finalizing discussion with unions about reorganizing job descriptions. All of the reorganization will go into effect next Monday if all goes well. The positions are Director of Operations, Manager of Operations, Accounting Manager and Accounts Payable Clerk.
- LOCIP list of projects will be available at the next meeting on 5/15/12 for approval.
- New organizational chart will be available at next meeting. From 26 departments to 6 departments will be reporting to the First Selectman.
- The First Selectman's Office has been working very hard on the re-creation of all job descriptions. All dept heads reviewing and then will be signed off on them for approval. The Town will begin giving reviews every 6 months starting on July 1<sup>st</sup>. Electronic and paper copies are available.
- Our new Operations Department will be in charge of building maintenance and the overall management of town buildings. The Operations Department will also be working to give an overall savings to residents by researching, merging contracts and pricing supplies and keep the buildings better maintained.
- Capital Requests were due today and some department had submitted them.
- Housatonic Wire cleanup started today and the 1<sup>st</sup> phase permits were gotten, they have yet to get the permits for the 2<sup>nd</sup> phase of the project.

- Working on Seymour Lumber site for remediation (Brownfields).
- Last week Beacon Falls FS, Haynes, VCOG met to discuss property behind Stop & Shop and development. Fred Messore meeting with Haynes.

ITEM # 5 - Approve Minutes from April 17, 2012 Board of Selectmen Meeting.Motion to approve Board of Selectmen minutes from 4/17/12.Motion: Karen StanekSecond: Al BrunoVote: 6-Yes0-No0-No0-Abstain

ITEM # 6 - Award Technology Bid for Chatfield LoPresti School Project, per recommendation from Chatfield-LoPresti Elementary School Building Committee.

Don Smith, Jr., Chairman Building Committee: Moving along. 13% project time left, have 11% money left to spend. Feels very comfortable project done by August 15<sup>th</sup> and will be under budget. The Chatfield LoPresti Building Committee has recommended the following:

Technology Package Bid: 44 smart boards, projection and sound boards, corresponding equipment, etc.: Award Contract to RnB Enterprises. Authorized dealer for smart boards. Total: \$429,062.08 (\$41,562.92 under estimated budget)

Computer Package Bid: 260 devises, i-pads netbooks and desktops. 2 devises for every 5 students: Award Contract to Business Network Group: \$330,115.60. (\$35,829.40 under estimated budget)

This Friday night the first dance for the LoPresti and Chatfield students in the new gymnasium. Cafeteria being worked on now. Project moving along. Weekly Saturday morning walk-through of the facility is still being done.

Motion to award the Technology Package Bid for the Chatfield LoPresti School to RnB Enterprises in the amount of \$429,062.08.

Motion: Theresa Conroy		Second: Nicole Klarides-Ditria
Vote: 6-Yes	0-No	0-Abstain

Motion to award the Computer Package Bid for the Chatfield LoPresti School to Business Network Group in the amount of \$330,115.60. Motion: Theresa Conroy Second: Karen Stanek

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

ITEM # 7 - Executive Session (Contract Negotiations, Pending Litigation, Personnel). None.

Motion to add open Rescue Truck Bids and refer to Rescue 12 Truck Committee for recommendation to the Board of Selectmen at their May 15, 2012 meeting.

Motion: Al BrunoSecond: Theresa ConroyVote: 6-Yes0-No0-Abstain

Open bids: One bid was received for the Rescue Truck from Firematic Supply Co., Inc. Motion to give the bid from Firematic Supply Co., Inc. to the Rescue 12 Truck Committee for theirrecommendation for the Board of Selectmen at their 5/15/12 meeting.Motion: Al BrunoSecond: Karen StanekVote: 6-Yes0-No0-Abstain

ITEM # 8 - Open bid proposals for surplus equipment for the Public Works Dept. Bid notice: The Town of Seymour is accepting bids for the following surplus items: 1988 GMC Pickup Truck – As is. 1995 Dodge Van – As is. 2003 Ford SUV – As is. 3-8 foot fisher plow – no frames. Air Flow sander – 10' hydraulic. Paving box – Stewart 300 – no motor. These items are located at the Seymour Public Works Facility at 721 Derby Avenue, Seymour, CT. You may inquire at 203-735-6028. Please submit sealed bids for items to the First Selectman's Office, 1 First Street, Seymour, CT by May 14, 2012.

Will have sealed bids for the next Board of Selectmen meeting on May 15, 2012.

ITEM # 9 - Discussion of Katharine Matthies Grants submitted.

The First Selectman's Office has worked very hard in the last few weeks and the following are the grant applications that were submitted to the Katharine Matthies Foundation:

- Generator for Town Hall.
- Smart Board and recording system for ND Room.
- Restoration of the Bell.
- Garbage and Recycling Receptacles for the Parks.
- TV Callahan House.
- Shelving for Connecticut Partnership for Children.
- The Skate Park Committee.

Looking at other funding sources for: Radio Station and fencing at Gary Park.

ITEM # 10 - Discussion and possible action on Sub-Committee Reports.

a) Telecommunications Policy.

Gary's will email the First Selectman his info and the office will put together a policy.

b) F.O.I. Policy.

Write policy with new language and submit for vote at next meeting.

c) Videotaping Policy.

Still working on info. Will have a report by 5/15.

ITEM # 11 - Creation of Sub-Committee to review bamboo concerns.

A resident in Seymour has had a long standing issue with bamboo that has affected her property. A Sub-Committee of the Board of Selectmen consisting of Theresa Conroy and Annmarie Drugonis will be reviewing this issue. They will come back to the Board of Selectmen with a report by the first meeting in June.

ITEM # 12 - Discussion and possible action on Tax Collector position.

Tax Collector submitted a letter that he will be retiring on June 14, 2012. The Tax Collector Job Description has been given to the Board Members, which was written by the First Selectman's Office and approved by the Tax Collector. The First Selectman would like to form a committee to scan candidates. Will put notice of the open position in the paper and would like office fully staffed by July 1,

2012. The Tax Collector will leave in June, but will be paid until January in the amount of \$30,378.50, which is part of the unused vacation, sick and personal time, per contract. The Finance Director has a special account of funds that are accrued for this purpose. Only thing not budgeted for is benefits. He will still get his benefits until January. Our health insurance costs are a little less than anticipated for the next budget year. If the budget passes there will be enough money in the budget to cover the health insurance costs. It is very important to find a new tax collector as soon as possible. Lianna from the First Selectman's Office is going to training session to cross train in the office.

The Board of Selectmen would like a copy of the Administrators union contract emailed to them.

Motion to go out to advertise for a new Tax Collector to take effect on July 1, 2012.Motion: Al BrunoSecond: Nicole Klarides-DitriaVote: 6-Yes0-No0-Abstain

\*No Selectmen on search/interview committee, would like an independent team doing interviews.

ITEM # 13 - Appointments. None.

ITEM # 14 - Tax Refunds/Abatements. None.

ITEM # 15 - Transfers. None.

ITEM # 16 - Correspondence.-Check registers.-Resignation letter and recommendations from Joe Falcha. Get Selectmen a copy of the letter.

ITEM # 17 - Other Business. None.

ITEM # 18 - Public Comment. None.

ITEM # 19 - Selectmen's Public Comments.

Karen: Have we received the report about the Chlorine spill at the High School yet? Kurt: Not yet will follow up.

Karen: Article in the Valley Independent Sentinel about re-assigning Sergio from a community police officer to a beat cop. Would like to know why when there are 4 open police officer positions? Kurt: Community Resource Officer will be replaced; the police department cycles the officers on that position. It is a decision of the Board of Police Commissioners. Only 2 spots for the academy. Budget that we will be voting on Thursday has replacements for 7 of the officers.

Karen: Overtime is way over budget and questions the management at the police department. Would also like to know how police officers are paid for private duty and whether or not they are allowed to take sick days to work private duty.

Kurt: Will look into the procedures for special duty assignments.

Karen: Why do we not have a civilian dispatcher? Why is it a police officer?

Kurt: I believe that the police department feels more comfortable having a police officer on the phone. Although a civilian dispatcher would free up police officers. Kurt would like any questions emailed to the Board of Police Commissioners.

Theresa: Would like the 100 day plan to show the accomplishments at the next meeting. Would like to thank the young lady from the Seymour Lions Club for her interest in politics and her public speaking this evening.

Nicole: Also would like to thank the young lady for a great public speaking job.

Al: Good to see Housatonic Wire cleanup moving along. Feels that Mr. Budzinski dragged his feet on this project and should be ashamed.

Feels that the Department of Public Works needs to step up their game and clean up this town. He is not happy about all of the residents that have approached him over and over with their displeasure over the condition of this town. Although he has heard that the parks look a little better, leadership needs to step up.

Is outraged at the \$272,000 overage in the overtime at PD. Agrees with Karen that it is mismanagement and they need to do a better job. People should be going to the Board of Police Commissioner meetings and ask these questions.

Great to see the Town Meeting scheduled about Downtown aesthetics.

Would like the First Selectman to remind people to turn off their phones at the beginning of meetings, it is disruptive and inconsiderate.

Gary: Would like to know if the 9 open positions at the police department are due to sick and/or vacated positions and if so are the benefits not being paid equaling out some of the overtime? Kurt: States that it is close to a wash.

Kurt: Would like monthly financials for each department, same reports that the Board of Finance get, given to the Board of Selectmen members.

Kurt: May 19<sup>th</sup> Seymour Soccer Association Wine & Beer tasting event at Villa Bianca from 7pm to 10pm. A great cause for a great organization.

Gary: Bricks are available to purchase and be engraved for the Broad Street Park. Applications are available in the First Selectman's Office.

ITEM # 20 - Adjournment. Motion to adjourn at 8:28PM Motion: Gary Bruce Vote: 6-Yes 0-No

Submitted by Deirdre Caruso

Recording Secretary

Second: Nicole Klarides-Ditria 0-Abstain

Reviewed b

W. Kurt Miller, First Selectman

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