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**MINUTES**  
**Board of Selectmen**  
**Tuesday, June 20, 2017 – 7:00PM**  
**Norma Drummer Room – Seymour Town Hall**

**Members Present:** W. Kurt Miller, Annmarie Drugonis, Al Bruno, Len Greene, Jr, Karen Stanek and Stephan Behuniak.

**Members Absent:** Nicole Klarides-Ditria

**Others Present:** Town Counsel, Richard Buturla; Tony DePrimo, Jamie Brennan and Kevin Flaherty.

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

Meeting was called to order by First Selectman, W. Kurt Miller, at 7:04 PM.

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

Everyone saluted the flag and recited the Pledge of Allegiance.

Motion to recess the Board of Selectmen meeting to finish the Public Hearing at 7:04 PM.

Motion: Len Greene, Jr.

Second: Stephan Behuniak

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Motion to come out of recess at 7:31 PM.

Motion: Len Greene, Jr.

Second: Annmarie Drugonis

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

**ITEM #3: Public Comment.**

None.

**ITEM #4: Approve minutes from June 6, 2017 regular meeting.**

Motion to approve minutes from June 6, 2017 regular meeting.

Motion: Len Greene, Jr.

Second: Stephan Behuniak

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Karen stated the Ordinance referenced on page 3 should read Ordinance 11-20.

**ITEM #5: First Selectman's Report.**

- Update on the road program:
  - Kurt asked Bryan Nesteriak to plot out the rest of 2017. He has listed Columbus Street, Bank Street, Bungay Road, Derby Avenue, Old Town Road, Old Town Road to Botsford Road, 6,600 feet on Old Ansonia Road, Ryder Avenue, Fox Drive, Chucta Road and West Street. For road reconstruction we are looking at \$100 per linear foot and \$75 per linear foot for mill and repave. These prices are going to come down. Bryan expects that we can get the four roads marked in 2018 as well. Those streets include: Chatfield Street, High Street, Cedar Street and Woodside

Avenue. Woodside Avenue will require substantial sidewalk work done also. We should have the money to do the sidewalk next spring.

**ITEM #6: Discussion with Public Works Director.**

Tony DePrimo issued a detailed report to the board members. He stated they have been doing their best to get the Public Works software up and running. There is a big mess with functionality. He spoke with program designer and he will be wiping out and restarting the system. He is hoping to have it up and running by July. He stated he will be training the necessary personnel who will be operating the system. He stated his plan is to install iPads in all lead vehicles so that it all syncs together.

Tony stated the next project he is working on is a shared equipment schedule with Oxford and Beacon Falls. He stated they don't have the manpower to take on transporting the equipment right now. He thought it would be a good idea to let the other towns get use out of the equipment. He stated they will also be providing in house training for safety and how the equipment is operated.

The Accu Brine machine is running smoothly. They are in the process of obtaining a P.O. after July. The Brine machine is a salt and water mix. Tony stated it buys time because it minimizes icing conditions. He stated it can also be used to spray overgrowth of weeds in the summer. He stated he is hopeful to have that in place for winter.

He thanked the Board of Selectmen for supporting Public Works and approving their new equipment purchases. This year Public Works is looking at purchasing a side arm mower, another 5500 series truck, a crew-cab pickup truck and a large body snow truck. They have also purchased a new snow blower for sidewalks. Tony stated Public Works might be taking on some of the Board of Education parks. They will be looking into purchasing new lawn mowers, weed whackers and leaf blowers. He stated he wants to have the inventory for the new staff. They want to be prepared for any additional work.

He also included a detailed list of their day to day duties, a plan for the summer and their sweeping schedules. He stated litter control is a constant battle for them but it is a priority. Next month, he plans to provide a detailed packet to the Board of Selectmen giving them a rundown of their day to day operations.

Len stated he likes the reports. Tony stated he will be creating a more detailed report with regard to litter and the hotspots/problem areas in town.

Al stated that with help from the Police Department with regard to enforcement the litter will lessen. He stated the town definitely looks much cleaner. He stated Public Works IS doing a great job of staying on top of it.

Tony stated cleaning the town is a common duty of Public Works. He stated one can see a noticeable difference as compared to the surrounding municipalities.

Karen stated Great Hill Road is constantly littered. She inquired if it is the town's job or the state's job to keep that road clean. Tony stated that the town does it because he feels its right to work with that state to keep that road clean, especially for those that live on that road.

Kurt stated the partnership between Public Works and the state has been beneficial. The bridges on Rte. 67 need to be painted. The State responded and it will be done by the end of the year.

**ITEM #7: Discussion and take possible action potential hiring of Assistant Town Clerk.**

Kurt read the following memo:

*I ask the Board of Selectmen to offer the Assistant Town Clerk position at step one to Veronica Hoffman, with an effective date of Monday, July 10, 2017.  
Sincerely, W. Kurt Miller*

Motion that the Board of Selectmen offer the position of Assistant Town Clerk to Veronica Hoffman effective Monday July 10, 2017 at Step One of Assistant Town Clerk wage scale.

Motion: Len Greene, Jr.

Second: Karen Stanek

Vote: 6-Yes

0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Annamarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

**ITEM #8: Discussion and take possible action regarding potential ordinance changes.**

- a) Emergency Management Director
- b) Communications Commission
- c) Historic Landmark Preservation

Stephan stated he thinks that all three should be sent back to the Ordinance Committee. He stated everything that was discussed at the public hearing should be reassessed and have experts brought in.

Kurt stated that with regard to the Communications Commission, the problem that came up was addressed internally. He stated he isn't sure an ordinance is needed to change that. He believes there should be more discussions with regard to the role of the Emergency Management Director.

Motion that the Board of Selectmen move back to the Ordinance Committee the following three ordinances: Emergency Management Director, Communications Commission and Historic Landmark Preservation Ordinance.

Motion: Len Greene, Jr.

Second: Stephan Behuniak

Vote: 6-Yes

0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Anmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

**ITEM #9: Update regarding Small Cities Program.**

Kurt stated the board needs to determine what the relationship between the town and the consultant should be with regard to the Small Cities Grant. He asked Town Counsel, Richard Buturla, to dive into particular cases that have been brought up.

Town Counsel, Richard Buturla stated the task was to review the Small Cities Grant program applications through the consultant with respect to the three particular homeowners that were brought forward. He met with both Lisa Low and Tom Foley. He requested complete copies of the entire file for each of the three projects for which there were multiple complaints.

Rich stated each project began with an initial inspection of the property and a creation of the scope of work. The original complaints was that the homeowners had no knowledge of the scope work is and they do not know what the cost estimates are. In all three files, there is not a valid complaint because there was an initial inspection, detailed scope of work and cost estimates that were delivered to each homeowner. For example, with one homeowner, it was executed months before the contract execution. Two months later a contract was executed which contains the scope of work and the cost estimates. All three projects were competitively bid. The contract contains the standard of workmanship language as well as a binding arbitration provision.

In addition to the contract, a preconstruction meeting was held. A preconstruction meeting notification was executed by each of the homeowners. That particular document says that "I, the undersigned, have on this date participated in a pre-construction meeting prior to the signing of the contract for the rehabilitation of my property. I acknowledge that I understand the terms of the contract, the scope of work to be performed by the contractor, roles of the Housing Rehabilitation specialist and my responsibilities during the construction process. I have been given an adequate reply to questions and am aware that assistance will be provided by the staff of the Housing Rehabilitation Program as requested. I further understand and acknowledge that the Housing Rehabilitation Program assumes no responsibilities for the work performed and does not warranty any work performed."

The project was completed for one particular homeowner and although certain issues anecdotally, he executed a certificate of completion that provides that "the contractor has completed all work at my home to my satisfaction." On this project the documentation is at 90% from start to finish.

The same process occurred with the second project. The only difference is that there is no certificate of completion. Rich's recommendation is to have the preconstruction meeting held before the contract is executed. The same process happened with the third project with the exception of certificate of completion. This homeowner had paving issues.

The administration of all of the projects is all standard with signatures. He doesn't believe there were issues with scope of work and cost estimates because they were included in the contracts. Rich has also attached the court documents.

Len inquired if there is anything the Town of Seymour can do with regard to specific issues brought up.

Rich does not recommend the Town of Seymour interfere. The town is not a party of the contract between contractor and the homeowner.

Len stated that he is not happy with how the residents were treated by the contractors. Their service has been lacking significantly.

Kurt asked Rich if he feels, based on the review he did, that the town has been well served through this process.

Rich thinks it has been a workman like professional job. There is nothing wrong with going out for a request for qualifications and doing interviews. The one important thing to understand is that when Seymour enters into the assistance agreement, these are the town's consultants.

Rich stated the one thing that I think is consistent with all three complaints from the homeowners is that even though there are signed documents, there does appear to be lack of communication. His recommendation is to have the contract provided to people in advance. The core of the contract is the scope of work and costs estimates. In every case that has been provided in advance.

Len stated they need to make sure that the residents know what they are signing, the scope of work, etc. Stephan suggested having Rich look into the process of going out for RFQ's.

Kurt asked Rich to go through the agreement that the town has with the consultant. He hopes to have more information for the July 5<sup>th</sup> meeting.

**ITEM #10: Appointments**

Motion to reappoint Bonnie Wilkes as the Municipal Aide for a term of two (2) years expiring on June 1, 2019.

Motion: Annmarie Drugonis

Second: Al Bruno

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

**ITEM #11: Tax Refunds/Abatements.**

Motion to accept the Tax Collectors report as presented.

Motion: Annmarie Drugonis

Second: Stephan Behuniak

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Len Greene, Jr. – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

**ITEM #12: Transfers.**

None.

**ITEM #13: Correspondence.**

- Check register.
- 3 letters of tax jeopardy collection.

**ITEM #14: Public Comment.**

Kevin Flaherty, 29 Emma Street, inquired what the purpose of the warranty was of this program. He stated there are warranties involved. He stated the lights at the north end of the High School aren't working.

Jamie Brennan, 124 Bungay Road, suggested making the Historical Preservation Ordinance to basically say "what can we do to help you preserve your property."

**ITEM #15: Selectmen's Public Comments.**

Stephan Behuniak reiterated the importance of people coming to the meetings and voicing their opinions and concerns. He stated tonight was a good example of why it is important to do so. It is a great way to highlight issues.

Karen Stanek had asked that Fred Messoro appear at tonight's meeting. She took the time to get his job description.

Kurt stated the job descriptions were updated when he took office. When HR came in, she added necessary things.

Karen would like to have Fred Messoro at the next meeting.

Kurt stated they will have the Safety Committee at our next meeting. He will request Fred to come to a meeting whether it is the next one or the meeting after that.

Karen said at the last meeting they were asked to make a decision regarding the request of Citizen's Engine Co. #2 to approve the sale of beer and wine at French Memorial Park. Her understanding is that the decision was made by Town Counsel. She stated that no one on the board had the opportunity to prepare for the vote as there was confusion of whether or not they had the authority to grant this request. She has believed that a stipulation prohibiting this action was deed restricted. Even without examining the deed, she believes that by custom and practice it was not allowed. She retrieved a copy of the deed which is in cursive and very hard to read. She believes the board must be vigilant with regard to matters like this. There is an ordinance with regard to the issuance of alcohol in a public park which no one referenced at the last meeting. There was an instrument executed by representatives of the French Family duly recorded allowing for the transfer of 13.5 acres of land to be used as a family public park. There are penalties for violation of the ordinance and deed. The heirs of the French family may revoke the gift if they feel the town has not honored their requests. The language of both the ordinance and the deed gives the Board of Selectmen on the definition of what a public park is. She stated she has great respect and appreciation for the town's firemen and first responders.

Kurt spoke to the firemen about the timing of this and why they waited until last minute. He stated he was always under the impression that the town could never charge an admission fee into French Park. He was never aware with anything regarding alcohol. The intent was not to have the Selectmen vote on something that they were not prepared for. They were pressed for time and needed an answer as soon as possible. He will try to make sure it doesn't happen again.

Kurt stated the Town of Seymour won an award last week from the Boys & Girls Club for Champion of Youth Award. Annmarie and Stephan were there with him to accept the award. He commended the board on bringing the Boys & Girls Club to Seymour.

**ITEM #16: Adjournment.**

Motion to adjourn at 8:46 PM.

Motion: Annmarie Drugonis

Vote: 6-Yes                      0-No

W. Kurt Miller – Yes

Annmarie Drugonis – Yes

Second: Karen Stanek

0-Abstain

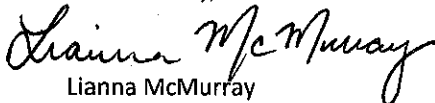
Len Greene, Jr. – Yes

Karen Stanek – Yes

Al Bruno – Yes

Stephan Behuniak – Yes

Submitted by,



Lianna McMurray  
Recording Secretary

Reviewed by,



W. Kurt Miller  
First Selectman