

**MINUTES**  
**Board of Selectmen**  
**Tuesday, July 5, 2017 – 7:00PM**  
**Norma Drummer Room – Seymour Town Hall**

**Members Present:** W. Kurt Miller, Karen Stanek, Stephan Behuniak, Al Bruno, Annmarie Drugonis, and Nicole Klarides-Ditria.

**Members Absent:** Len Greene, Jr.

**Others Present:** Town Counsel, Richard Buturla; Alex Dank and Rory Burke.

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

Meeting was called to order by First Selectman, W. Kurt Miller, at 7:06 PM.

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

Everyone saluted the flag and recited the Pledge of Allegiance.

**ITEM #3: Public Comment.**

None.

**ITEM #4: Approve minutes from June 20, 2017 regular meeting.**

Motion to approve minutes from June 20, 2017 regular meeting.

Motion: Annmarie Drugonis

Second: Al Bruno

Vote: 5-Yes                      0-No

1-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Nicole Klarides-Ditria – Abstain

Karen pointed out that on page 5 a sentence should read "Gives no definition."

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

- The last indication I received with the Governor's Budget was that that Town of Seymour will receive cut of about \$3,000,000. Many of the cuts that the Governor is proposing comes to grants and aide that does not come to us right away. The biggest one is the ECS. The ECS payments come in October, January and April. The speaker of the house stated they will be voting on the budget on July 18<sup>th</sup>. The other places we could potentially receive cuts are as follows:
  - Excess cost student based grant that goes directly to the Board of Education. We received approximately \$600,000 last year. (paid in February and May)
  - LOCIP money which gets paid out in March - \$115,000
  - Pequot Mohegan Fund: Gets paid in January, April and June.
  - Town Road Aide: \$300,000 that is paid in July and January. We could have a shortfall of \$150,000.00 in that account.
- As of Monday, I froze spending in the Town of Seymour both municipal and Board of Education.
- State Statute states that on July 1, 2017 the mill rate on cars is to drop to 32 mills from 37 statewide. Seymour's mill rate is 36 and the tax bills went out with the mill rate of 36. If for some reason a budget is passed at 32 mills, at that point we will need to do a reimbursement to residents.

**ITEM #6: Discussion with Safety Committee.**

Alex Danka, Chairman of Town Safety Committee gave a brief explanation of what the committee does. They help with safety guidelines for town employees. They meet monthly. He discussed the workman's comp claims for this year and how they have decreased over the past three years.

The Committee sent four town employees to an OSHA class and will be sending a couple more this year. The class is free through PMA. The committee held a department head training to make sure incident reports are filled out with consistency. The committee went through all town buildings to look at safety issues. They will be walking through the EMS and fire departments.

They plan to start an accident investigation process this year. In talks with PMA, they are going to design a fit for duty test for people who go out on workman's comp. PMA suggested creating a list of network doctors. He discussed options for improvement with regard to safety in various town buildings. They would like to implement having a driver's license on file for employees of the Town of Seymour.

Annmari was pleased to see more people attending OSHA training. She thinks it's great that root-cause analysis will be implemented. She suggested implementing a Fleet Management Safety Program.

Al asked about the procedure for someone wants to come back to work after being on workman's comp.

Alex replied that PMA conducts a program for people who have been out for 3-4 months.

**ITEM #7: Discussion and take possible action potential hiring of Recreation Program Manager.**

Kurt stated that the current Recreation Program Manager is Part Time. In the fiscal year 2018 budget, the position will be increased to Full Time. He stated that by union contract, the position had to be posted internally for 10 days. The person who is the current Recreation Program Manager applied for the Full Time position and it is Kurt's recommendation to change the status of Zach Philippos to Full Time effective July 10<sup>th</sup>.

Motion that the Town of Seymour changes the status of Zach Philippos from Part Time Recreation Program Manager to Full Time Recreation Program Manager effective July 10<sup>th</sup>.

Motion: Stephan Behuniak

Second: Al Bruno

Vote: 6-Yes

0-No

0-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmari Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Nicole Klarides-Ditria – Yes

**ITEM #8: Discussion and take possible action regarding renewal of regional animal control agreement.**

Kurt read the following:

**AMENDMENT AND EXTENSION AGREEMENT**

This Amendment and Extension Agreement dated June 30, 2017 by and between the Town of Woodbridge (hereinafter referred to as "Woodbridge"), and the Town of Seymour (hereinafter referred to "Seymour") is intended to amend and extend that certain agreement between Woodbridge and Seymour titled "Agreement By and Between the Town of Woodbridge and the Town of Seymour re: Animal Control Services Initial Term", (hereinafter referred to as "Agreement");

**WHEREAS**, Woodbridge has provided certain animal control services to Seymour as more fully described in the "Agreement";

**WHEREAS**, the "Agreement" expires on June 30, 2017;

**WHEREAS**, the parties desire to amend and extend the Agreement as follows:

1. The "Agreement", pursuant to Section 9 is extended for a term of one year commencing on July 1, 2017 and expiring on June 30, 2018;
2. Section 6 of the Agreement is hereby amended and it is agreed that the consideration to be paid to Woodbridge from Seymour is Seventy Seven Thousand Dollars (\$77,000.00) for the period July 1, 2017 through June 30, 2018;

3. In the event the parties renew the "Agreement" for additional terms as set forth in Section 9, Woodbridge shall provide notice to Seymour of any increase in the cost of services for the new term prior to March 1<sup>st</sup> of each renewal term.
4. All other terms, and conditions set forth in the "Agreement" shall be applicable during the extension period of July 1, 2017 through June 30, 2018 and remain in full force and effect.

**IN WITNESS THEREOF**, the parties have executed this on the day and year as set forth below.

THE TOWN OF WOODBRIDGE

THE TOWN OF Seymour Town Hall

BY: \_\_\_\_\_

BY: \_\_\_\_\_

Beth Heller  
 Its First Selectman  
 Duly Authorized  
 Date:

W. Kurt Miller  
 Its First Selectman  
 Duly Authorized  
 Date:

Motion that the Board of Selectmen approves and adopt the Amendment and Extension Agreement for Animal Control services between the Town of Woodbridge and the Town of Seymour as presented.

Motion: Nicole Klarides-Ditria

Second: Karen Stanek

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Nicole Klarides-Ditria – Yes

**ITEM #9: Discussion and take possible action regarding Town of Seymour Responsible Growth and Transit-Oriented Development Grant resolution.**

Kurt read the following resolution:

**Certified Resolution of  
 The Board of Selectmen of the  
 Town of Seymour**

**2017 Responsible Growth and Transit-Oriented Development (TOD) Grant Program**

The Board of Selectmen of the Town of Seymour met on July 5, 2017 and adopted a resolution by the vote of \_\_\_\_\_ to \_\_\_\_\_ which:

1. Authorizes submission of the Town of Seymour Responsible Growth and Transit-Oriented Development Grant application, in accordance with the 2017 Responsible Growth and Transit-Oriented Development (TOD) Grant Request for Applications;
2. Authorizes First Selectman W. Kurt Miller or his successor, to sign the grant application, attached hereto, and to sign any other documents associated with administering the grant, if awarded, including but not limited to the final grant agreement and any amendments thereto.
3. In administering the grant, if awarded, the Town of Seymour hereby agrees to comply with the terms and conditions in the final grant agreement, as executed, including the local match requirement contained in such agreement. The local match presented in the initial Application Form shall form the basis for the match requirements of the grant agreement.

Attested to by: Susan Debarber, Town Clerk

Date: \_\_\_\_\_

Motion that the Board of Selectmen approves the resolution as presented.

Motion: Annmarie Drugonis

Second: Al Bruno

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Kurt stated this is being done in conjunction with the COG. On page 8, it shows the total amount requested is \$1,960,000.00. This is for construction of Phase 2 of the Greenway Trail. This will run from Bank Street to Broad Street Park. He stated this is an excellent grant opportunity.

Karen suggested looking into the ordinance regarding having the sidewalk big enough to accommodate bicycles.

Kurt stated it will be looked into.

**ITEM #10: Discussion and take possible action regarding capital plan.**

Kurt stated he was holding off on presenting the capital plan until there was a state budget in place. As it stands, if there are no issues with the state budget, this is the capital plan he will be presenting. He discussed the following:

- Road reconstruction, Building Repair Fund, Mill Rate Stabilization Fund: Determined each year by the Board of Finance. They are slowly increasing road reconstruction and building account over time. In the meantime, they are slowly bringing down Mill Rate Stabilization Fund.
- Public Works: projected to buy a Side Arm Tractor for Fiscal Year 2018. The new tractor will be enclosed.
- Police Department: \$14,000.00 for Bullet Proof Vests to go along with a grant that they received.
- Fire Department: Four payments of \$9,347.00 for a Ford F350 truck with equipment; two payments of \$30,000.00 for the Self-contained Breathing Apparatus.
- They continue to put \$10,000.00 a year into the Oil Tank Removal Fund.
- Technology: PC replacements- every year the plan is to replace \$5,000.00 worth of computers. Key fab and cameras for Town Buildings: \$20,000.00 payments for the next 4 years.
- Parks: Zero Turn Mower - \$18,000.00.
- Seymour Middle School: drainage and infield repair to the baseball field.
- Community Center/Recreation: Golf Simulator which could be used by residents for a fee. It is a three year loan at \$2,500.00 per year.

**ITEM #11: Discussion and take possible action regarding 2017-18 WPCA Budget.**

Kurt stated that by Charter the WPCA is required to present their budget to the Board of Selectmen for their April 1<sup>st</sup> meeting of the year preceding the budget going into effect. The selectmen are supposed to take action on that budget at the first meeting in May. The depreciation is classified as \$738,000 to be put aside for capital purchases. The board discussed accepting/denying the WPCA budget and its tardiness.

Annmarie doesn't foresee this being an annual issue. There was a Rate Committee that should have met to set up the budget, but they never followed through.

Town Counsel, Richard Buturla, stated that by Charter, the duties are not defined. He will write a letter to the WPCA's Attorney, Ramon Sous, reminding him of these dates in the Charter.

Discussion ensued with regard to the WPCA Charter.

Richard Buturla stated that this is a common issue with municipalities and the WPCA.

Motion that that the Board of Selectmen accepts the Town of Seymour Water Pollution Control Authority fiscal year budget from July 1, 2017 through June 30, 2018 at a rate of \$4.60.

Motion: Nicole Klarides-Ditria

Second: Al Bruno

Vote: 5-Yes

0-No

1-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmarie Drugonis – Abstain

Karen Stanek – Yes

Stephan Behuniak – Yes

Nicole Klarides-Ditria – Yes

**ITEM #12: Discussion and take possible action regarding Xerox agreement.**

Kurt read the following letter from Rick Belden:

Dear Kurt:

This letter is to notify the Town of Seymour that the Board of Education has recently gone out to a competitive bid for all multifunction copiers. There were six companies that competed and Connecticut Business Systems, A Xerox Company, was awarded the contract for the next five years. The award was based on pricing, product evaluations and local references.

CBS Xerox will provide to the Town of Seymour the same pricing, terms and conditions utilized in their successful proposal for any devices that you may need. If you have any questions, please contact me.

Sincerely, Rick Belden, Assistant Superintendent, Finance & Operations

Motion to approve to use the Board of Education's comprehensive bid request for copiers at Town Hall on the municipal side and award business to Connecticut Business Systems, a Xerox Company.

Motion: Annmarie Drugonis

Second: Al Bruno

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Nicole Klarides-Ditria – Yes

**ITEM #13: Discussion and take possible action regarding Charter Revision Committee.**

Kurt stated the goal is to start the Charter Revision Commission in the first week of August. He stated the goal is to have Charter changes on the ballot for November of 2018. To do that, they need to have all of the work completed by August of 2018. The makeup of the Charter Revision Committee can be no fewer than 5 and no more than 15; and no more than one third of who can hold public office in a municipality. There can be a maximum of 3 elected officials on the board. Currently, there are five people that have committed to serving. They are waiting to hear back from four people. He stated that he is working with Stephan to get people from the Democratic side. He stated they have three Republicans and two Democrats thus far. We will set up meeting gin early August. Kurt will meet with them and give them their charge. They will be meeting with the availability of an Attorney from Rich's office to provide guidance.

Rich Buturla stated for the July 18<sup>th</sup> meeting he will draft a resolution authorizing the creation of a Charter Revision Commission pursuant to Section 7.188 of the Connecticut General State Statutes.

Kurt requested that the board members email him specific sections of the Charter that they would like to see changes.

**ITEM #14: Appointments.**

None.

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

Motion to accept the Tax Collectors report as presented.

Motion: Karen Stanek

Second: Al Bruno

Vote: 6-Yes                      0-No

0-Abstain

W. Kurt Miller – Yes

Al Bruno – Yes

Annmarie Drugonis – Yes

Karen Stanek – Yes

Stephan Behuniak – Yes

Nicole Klarides-Ditria – Yes

**ITEM #16: Transfers.**

Motion to approve Control #10: (for Mary McNelis Director of Community Services)

FROM:                      \$12,583.32. From Contingency – Recreation Salary to:

TO:                              \$9,566.00 Salary Regular Employees

\$2,123.10 Salary Associate Director  
\$894.22 Social Security

Motion: Stephan Behuniak  
Vote: 6-Yes                      0-No  
W. Kurt Miller – Yes  
Karen Stanek – Yes

Second: Annmarie Drugonis  
0-Abstain  
Al Bruno – Yes  
Stephan Behuniak – Yes  
Annmarie Drugonis – Yes  
Nicole Klarides-Ditria – Yes

**ITEM #17: Correspondence.**

- Check register.
- Letter of Resignation from Tom Lavranchuk from Friends of the Broad Street Park Committee.
- Letter to the Town of Seymour from the Disability Rights Action Group of Connecticut regarding the picnic table that was built by Seymour High School students that was placed on Town Hall property and not ADA accessible. The picnic table was removed and is now ADA accessible at French Memorial Park.
- Letter to the board from the Tax Collector regarding 293 Roosevelt Drive regarding tax abatement. The town is taking possession of that property. The Tax Collector is asking us to abate the taxes totaling \$602.28 for 2016 Grand List. This will be an agenda item at the July 18<sup>th</sup> Board of Selectmen meeting.

**ITEM #18: Public Comment.**

None.

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

Karen Stanek stated she noticed a dead broken branch hanging over Holbrook Road. She inquired if that was the state's or the town's responsibility.

Town Counsel, Richard Buturla, suggested having Public Works go over there and checking it out as soon as possible.

Al Bruno stated he is looking forward to hearing feedback from the questions and concerns regarding the WPCA Charter.

Annmarie Drugonis stated she was impressed with how fast the Safety Committee has advanced and getting people involved.

Nicole Klarides-Ditria apologized for missing last two Board of Selectmen meetings. She stated the Memorial Day Parade was wonderful. She commended the Safety Committee.

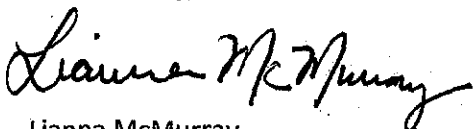
**ITEM #20: Adjournment.**

Motion to adjourn at 8:21 PM.

Motion: Annmarie Drugonis  
Vote: 6-Yes                      0-No  
W. Kurt Miller – Yes  
Karen Stanek – Yes

Second: Karen Stanek  
0-Abstain  
Al Bruno – Yes  
Stephan Behuniak – Yes  
Annmarie Drugonis – Yes  
Nicole Klarides-Ditria – Yes

Submitted by,



Lianna McMurray  
Recording Secretary

Reviewed by,



W. Kurt Miller  
First Selectman