

Town of Seymour
Board of Selectmen
Minutes

COPY RECEIVED
DATE: 02-25-2019
TIME: 12:00 PM
TOWN CLERK'S OFFICE

Regular Meeting
Tuesday, February 19, 2019 at 7:00pm
Norma Drummer Room, Seymour Town Hall

Members Present: Trisha Danka, Robert Findley, Annmarie Drugonis, Kurt Miller, Al Bruno, Stephan Behuniak

Members Absent: Karen Stanek

Others Present: Clay Jurgens, Peter Rzasa, Barbara Rzasa, Rory Burke, Richard Buturla, Richard Demko, Jenna from Southern CT News

Item #1 – Call Meeting to order

First Selectman Kurt Miller called the meeting to order at 7:06pm.

Item #2 – Pledge of Allegiance

Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Public Comment

Peter Rzasa – 33 Woodcrest Road - Would like to request that the proposed Dog Park not be put at the Sochrin's Pond Park. This is a crowded residential area; it would mess up the grassy area; there is an expensive sprinkler system put in that could be compromised; there are many kids who play sports there; neighbors would not like the noise or mess associated with a dog park there. Could we possibly use the area near the Community Center as an alternative to this area?

Barbara Rzasa – 33 Woodcrest Road - Would like to echo Peter's comments; it is a residential area and the neighbors would not like the additional noise and mess on the grassy areas and in the pond that dogs would pose. Also, the kids playing basketball, football, etc. would be impacted.

Item #4 – Approve Minutes from February 5, 2019 Regular Meeting

Motion to approve Minutes from February 5, 2019 Regular Meeting

Motion: Annmarie Drugonis Second: Al Bruno

Vote: 4 – Yes 0 – No 2 – Abstain

Trisha Danka – Abstain Robert Findley – Abstain Annmarie Drugonis - Yes Kurt Miller - Yes

Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak - Yes

Item #5 – Approve Minutes from February 5, 2019 Special Town Meeting

Motion to approve Minutes from February 5, 2019 Special Town Meeting

Motion: Stephan Behuniak Second: Annmarie Drugonis

Vote: 4 – Yes 0 – No 2 – Abstain

Trisha Danka – Abstain Robert Findley – Abstain Annmarie Drugonis - Yes Kurt Miller - Yes

Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak - Yes

Item #6 – First Selectman’s Report

- The First Selectman’s budget was presented to the Board of Finance
- Only two items were unsure:
 - Health Insurance – included a much larger number than previous due to our Loss Ratio for the past few months has been very bad. We are currently in negotiations with Cigna to see if we can lower their number. For every 1% increase = \$67,000 added to the budget
 - Municipal Aid – Governor will present his budget at noon tomorrow.

Item #7 – Presentation from Director of Development & Enforcement

Presentation by Jim Baldwin – Director of the Office of Land Use & Code Compliance Department:

- Combined Inland/Wetlands, Planning & Zoning, Zoning Board of Appeals
- Jim & full-time code compliance coordinator – part time employee for development & code compliance coordinator admin; this has worked really well – we are able to be available for contractors to come in to file paperwork on their lunch hours – virtually no “down time”. We have added zoning enforcement officers – have two officers: Zoning Enforcement/Wetlands & Zoning/Wetlands/Blight. Both also involved in ordinances. We have a great code of ordinances in Seymour.
- The budget, after combining the departments, came in a little over \$212,000. By combining all the departments into one and adding the additional staff. Increase is only \$10,000. Revenue has gone up significantly – previously was \$130,000, currently up to \$167,000 with five months left to go.
- Will come before the Board of Selectmen soon with an increase in Fee Schedules – has been no increase in seven to eight years.
- The department is running much more efficiently, fully computerized, information is backed up and stored daily. Much better coordination with the Fire Marshal, Public Works, Health Department, Police Department, & Assessor’s Office.
- Commercial Activity – 80,000 sqft almost complete in Basement Systems; Residential = 8 new residences; huge increase in Solar and Fuel Conversions (to natural gas & propane).
- Code cycle October 1, 2018 – remain in effect for three years.
- Amount of Inspections: Jim did 646 inspections. The Inland/Wetlands, Planning & Zoning, and Zoning Board of Appeals have improved coordination. We are able to have a quick turn-around for the contractors & developers.
- Would like to work more on the website and doing some mapping with the Town Engineer.
- Stephan Behuniak complemented Jim and the department on a great job. He asked if there would reach a point where the department as a whole would break even with revenues/expenses. Jim said probably not. Building is always positive, the land use side not so; mostly small applications.
- Now one person can go out instead of two since combining departments. Stephan also asked if the Town Attorney is present at all Planning & Zoning meetings. Jim said no, they are present when needed, and this is adequate coverage (Jim & Town Engineer). If necessary, Town Counsel will be called ahead of time. If a situation comes up, they can table the issue until more information is obtained.
- Trisha Danka also complemented Jim on getting us organized and up to date. Municipalities are following up on open permits and collecting revenue. Are we doing this? The State Building Inspectors decided that if a permit is over nine years old, we are not allowed to charge extra fees. This is a very time-consuming thing – title searches, real estate agents. We do not do over the phone. Less than 9 years, usually Jim will go out and inspect, and request a 3rd party inspection. We are not allowed to charge any more fees under the building code. Trisha said that municipalities are sending letters to people with open permits charging them \$200 or \$1,000 to close the permits. There are many open permits, but it takes a lot of work to investigate and close permits. Closing permits is a safety issue. We

need to make sure that we are protecting people purchasing homes. This is the point of the Building Code – to make sure buildings are safe. It is the responsibility of the person taking out the permit to follow up. Richard Buturla will look into this situation.

Item #8 – Discussion & Take Possible Action Regarding Fire Marshal Interlocal Mutual Assistance Agreement

Motion to table this item

Motion: Stephan Behuniak

Second: Annmarie Drugonis

Vote: 6 – Yes 0 – No 0 – Abstain

Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis - Yes Kurt Miller - Yes
Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak - Yes

Item #9 – Discussion & Take Possible Action Regarding Firefighter Tax Abatements

Motion to approve Seymour Firefighter Tax Abatements for the Citizens Engine Co for 2018 as presented by the Fire Chiefs

Motion: Annmarie Drugonis

Second: Trisha Danka

Discussion: The point system was explained by Clay Jurgens, Fire Chief. The points are based on # of years of service, # of fire calls attended, # of meetings attended, # of drills attended, how active you are, and whether you are an officer.

Vote: 6 – Yes 0 – No 0 – Abstain

Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis - Yes Kurt Miller - Yes
Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak – Yes

Motion to approve Seymour Firefighter Tax Abatements for the Great Hill Hose Co for 2018 as presented by the Fire Chiefs

Motion: Al Bruno

Second: Trisha Danka

Vote: 5 – Yes 0 – No 1 – Abstain

Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis - Abstain Kurt Miller - Yes
Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak – Yes

Item #10 – Discuss & Take Possible Action Regarding EMS Tax Abatements

Motion to approve tax abatements for the Seymour Ambulance Volunteers as presented by Kyle Kelley, President/Executive Director of the Seymour Ambulance Department

Motion: Annmarie Drugonis

Second: Trisha Danka

Vote: 6 – Yes 0 – No 0 – Abstain

Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis - Yes Kurt Miller - Yes
Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak – Yes

Item #11 – Discuss & Take Possible Action Regarding Capital Plan

- The First Selectman has reduced the Capital Plan Budget to \$301,815 which is a little over the \$300,000 in the Budget. We can cover the additional \$1,815 without a problem.
- The Plan has been presented to the Board of Finance. They will give us an amount and it is up to us on how we want to spend it.

- Finance Department New Software - \$100,000 over four years – would combine the Town and Board of Education Finance Departments – currently they are each using different software – this would have them using the same and the current ones are older versions.
- Hotbox/Reclaiming Purchase - \$20,995 – we purchased one last year and has saved loads of money; allows the Public Works Department to use hot asphalt year-round (would reduce/eliminate the use of cold patch).
- Additional Lift for Public Works - \$30,820 – needed
- Scale with EZ Pass System - \$40,000 for two years – for transfer station – we need a new one. Just the scale would be \$50,000 and this one would allow the truck to go over scale and automatically be tracked by the computer. Public Works is doing a fabulous job AND producing great data thanks to Tony DiPrimo.
- Fire Department Mobile Radios - \$40,000 for every year Capital Plan Budget (recurring) – allows us to turn over the equipment so we don't have to buy all at once. Initially the Fire Department asked for \$500,000 (\$117/year). We need to upgrade these. This was asked for "last minute" as was the situation with the air tanks.
- Community Services Bus - \$25,000 for four years – this department is growing a LOT; they have need of a larger bus, and one that is more ADA compliant. They are keeping the old bus for smaller trips. Bob Findley asked if maintenance for this older vehicle has been accounted for. Kurt Miller said that it has. The current bus driver does have a license to drive a bigger vehicle.
- Generators - \$20,000 – the current generator at Town Hall is failing; we just spent \$1,500 for a part for the one we have, but this one was purchase about five years ago at auction (used). Looking for a larger one for Town Hall, Citizens Engine, & Seymour Ambulance. We would like to get a larger one using natural gas, but the Fire House cannot use natural gas because it is a "place of refuge" so we would need to get a separate diesel one for them. Looking at options now.
- Oil Tank Removal - \$10,000 for every year in Capital Plan Budget (recurring) – to be used when needed.
- Elevators (3) - \$50,000 for five years – need to replace the elevators at the Town Hall, Library, & Community Center – all are on their last legs. Not sure of what we are doing with the Community Center so the amount may change.
- PC Replacement - \$5,000 – for every year in the Capital Plan Budget (recurring) - Rob Dyer has a schedule for PC replacement for each year
- New wireless systems - \$35,000 – need two networks (secure & public) – for Town Hall, Fire Department & Seymour Ambulance.
- Tonight Kurt Miller just needs to know if anyone has any issues with these items. The final Capital Budget is not done until AFTER the budget has passed (in May). No one raised any issues.
- Al Bruno asked if Kurt could just go over the Mill Rate Stabilization Plan:
 - Put in initially five years ago when we had a large drop in debt service; to avoid a drop and then a corresponding rise the next year.
 - This was to keep the mill rate level. Fortunately, after that year we have been able to keep the rate level without this. Has helped to raise the fund balance, money for contingency, and money for OPEB trust. The number is down to \$45,000 for this year. Kurt said we should (maybe next year) bring the Mill Rate Stabilization Fund to zero. He is comfortable with this.
 - We can put this money in to the Road Reconstruction Project – need to eventually bring their number up to \$1Million. We may need to increase the mill rate for the next 5 years by 0.5 to get the money into the Road Reconstruction Fund. Bob Findley asked when the Mill Rate Stabilization would be zero? Kurt said fiscal year 2021

- Certain % also goes to OPEB. Stephan Behuniak said that we should increase that amount for OPEB. Kurt Miller said that the average taxpayer does not understand why we should be putting money into OPEB. Getting taxed on money that will not be used now. But if we can get the OPEB numbers up to the point where the interest on our amount may help pay our requirement. Kurt Miller has asked Richard Buturla on several occasions for Seymour to get out of MERS plan. We are paying way too much for this. The State has a broken system.

Plan to approve the first meeting in June assuming the budget passes the first try.

Item #12 – Discuss & Take Possible Action Regarding Surplussing Fire Vehicles

Per the attached letter dated 2/2/19 from the Fire Commissioner Clay Jurgens, they are requesting to donate the fire truck that the town recently surplussed.

The Board of Commissioners and Chiefs have found a fire department in Maine that needs a fire engine. We need your approval to donate the engine that the town surplussed. We will contact this department to make arraignments for transfer to them, after your approval and obtaining any paperwork required for this donation. At time of transfer we will set up press release and photos for newspaper if needed/required for transfer.

Fire Department; Salem Volunteer Fire Association
335 Baker Hill Road
Freeman Township, Maine 04983

Motion to approve the above request.

Motion: Stephan Behuniak

Second: Bob Findley

Discussion – Clay Jurgens said that they did a lot of investigating and found this town in Maine that had a very small town and was using a GMC truck from 1977, they have 50-60 calls/year. All rules in the charter have been followed.

Vote: 6 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annamarie Drugonis - Yes

Kurt Miller - Yes

Al Bruno – Yes

Karen Stanek – N/A

Stephan Behuniak – Yes

Per the attached letter dated 2/12/19 from the Fire Commissioner Clay Jurgens, they are requesting to surplus a vehicle previously used by the Fire Marshal.

The Board of Commissioners and Board of Chiefs have surplussed the following vehicle:

2006 Ford Expedition, Vin# 1FMPU16506LA78759, mileage 68887.5. Vehicle has a blown motor, (2nd motor). Mechanic has recommended not replacing engine due to age/condition of vehicle.

Motion to approve the above request.

Motion: Trisha Danka

Second: Stephan Behuniak

Vote: 6 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis - Yes

Kurt Miller - Yes

Al Bruno – Yes

Karen Stanek – N/A

Stephan Behuniak – Yes

Item #13 – Discussion & Take Possible Action Regarding Ordinances:

a. Retired emergency services tax abatement

House Bill #5277 – An act extending municipal property tax relief to retired volunteer firefighters, fire police officers, and emergency medical technicians.

We currently provide abatement to emergency service volunteers who qualify. This act would allow the retired volunteers who have served at least twenty-five years to qualify for the tax abatement.

In discussions with the Board of Fire Commissioners, we would like to have a little clarification that the people should be at least 65, retired, and still have community involvement in order to qualify for the abatement. Will get some ideas and put on the agenda in two weeks, followed by a Public Hearing.

b. Section 15-13(c) – Manufacturing Exemption

Section 15-13(c) of the Seymour Town Code is hereby repealed and reenacted as amended as follows:

(c) Notwithstanding Subsection (b), effective for the October 1, 2016 Grand List only, the deadline to meet with the Board of Selectmen shall be prior to May 1, 2019, at a regularly scheduled meeting. Such meeting shall be public.

Motion to send Section 15-13(c) – Manufacturing Exemption Ordinance to Public Hearing on March 5, 2019 @ 6:45pm in Norma Drummer Room, Town Hall

Motion: Stephan Behuniak

Second: Trisha Danka

Vote: 6 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis - Yes

Kurt Miller - Yes

Al Bruno – Yes

Karen Stanek – N/A

Stephan Behuniak – Yes

c. Historical Landmark Preservation

Only change recommended is in Significant Building section (to 150 years):

Significant Building - Any building or structure within municipal boundaries which, in whole or in part, is known or presumed to be at least 150 years old and which has been determined by the Historic Review Committee or other designated authority to be significant to the community based on one or more of the following criteria:

This ordinance was discussed at Public Hearing today. Two speakers were in favor of this ordinance at the Public Hearing. Peter Rzasa asked about revising this ordinance to include other items like the Lime Kiln. (This is on Town-owned land so it should be ok for now.) Richard Buturla will see if we are allowed to do this under State statutes. There needs to be at least five days between the Public Hearing and the vote. We will put on the agenda for our March 5, 2019 for a vote. No changes will be made for now so that the 44 houses are protected.

d. Communications Commission

Public Safety Communications Committee

There is hereby created a committee to be known as the "Public Safety Communications Committee." The committee shall consist of the Emergency Management Director, The Police Chief, the Fire Chief, the EMS Chief, the Public Works Director and IT Director, School Security Director to be appointed by the First Selectman, with the approval of the Board of Selectman.

Meetings

The committee shall hold meetings as often as necessary to fulfill its duties, but not less often than once each quarter of the year.

Duties

The committee shall work to review, examine and discuss safety communications in the Town of Seymour; hear, investigate and review all Issues about safety communication matters; advise the First Selectman on policy, procedures and technology related to the Town of Seymour emergency dispatch center and contracted dispatch vendor (if any); and develop plans to be submitted to the First Selectman and Board of Selectman for enhancing safety communication in the case of disaster, emergency, and everyday events for preserving the peace, mitigating the results and rendering aid as a result thereof.

The Chairman along with the Police Department designee shall be responsible for all State associated meetings regarding PSAP and E911.

The Chairman shall be responsible for maintain and filing all FCC -equied documentation for the Town of Seymour

Public Safety Communications Committee Ordinance

This ordinance will also be on the March 5, 2019 meeting for a vote.

e. Emergency Management Director

The only changes made to the original ordinance is that anywhere the words "civil preparedness" or "civil defense" occur that they are changed to "emergency management".

The wording in this ordinance is broad enough with regards to the job duties of the Director that we can alter the specific job duties without changing the ordinance.

Civil Preparedness Agency Ordinance

This ordinance will also be on the March 5, 2019 meeting for a vote.

Item #14 – Appointments

Upcoming weeks – 4 to 6 weeks – is the coyote mating season. Please be sure to keep an eye on your animals and kids outside. The coyotes can be dangerous.

- Bob Findley – we should definitely stay away from the residential areas for the Dog Park.
- Trisha Danka - none

Item #20 – Adjournment

Motion to adjourn at 8:46pm

Motion: Annmarie Drugonis

Second: Trisha Danka

Vote: 6 – Yes 0 – No 0 – Abstain

Trisha Danka – Yes Robert Findley – Yes Annmarie Drugonis - Yes Kurt Miller - Yes
Al Bruno – Yes Karen Stanek – N/A Stephan Behuniak – Yes

Submitted by:



Monica Dimon
Monica Dimon
Recording Secretary

Reviewed by:



W. Kurt Miller
W. Kurt Miller
First Selectman

