

Town of Seymour Board of Selectmen Regular Meeting
Wednesday December 18th 2019, 7:00pm
Norma Drummer Room, Seymour Town Hall

Members Present: Kurt Miller, Trisha Danka, Robert VanEgghen, Chris Bowen, Bob Findley,
AnnMarie Drugonis, Al Bruno (came in at 7:06)

Members Absent: none

Others Present:

1. Call the meeting to order
Meeting was called to order at 7:01pm.

2. Pledge of Allegiance
All stood and recited the pledge of allegiance.

3. Public Comment
There was no public comment.

4. Presentation of Citation from the State of Connecticut to Mr. and Mrs. Thomas Baklik
from State Representative Nicole Klarides-Ditria

State Representative Nicole Klarides Ditria said to Mr. and Mrs. Baklik all the work that you have done in the last 15 plus years for raising toys for kids, we the State of CT and the Town of Seymour wanted to show you some appreciation and gratitude for some of the hard work they have put in over the years. She read an official citation from the State of CT, herself, Senator Eric Berthel and Senator Kevin Kelley in recognition of the time honored holiday tradition that you created over 15 years ago, to bring the town of Seymour together, to spend charitable giving and good will during this festive season. Your mission has helped to inspire the hearts of our community, to give back and create a delightful holiday filled with wonderment and joy for countless children in need. On behalf of the entire community, the delegation wishes you many years of continued success and prosperity to continue out this joyful operation of kindness. The entire membership extends its very best wishes on this joyous occasion and expresses the hope for continued success.

Mr. and Mrs. Baklik received their citation.

5. Approval of minutes from December 4th Special Meeting

Motioned by: AnnMarie Drugonis

Seconded by: Robert VanEgghen

4-0-2

Kurt Miller- yes AnnMarie Drugonis- yes Rob VanEgghen-yes Bob Findley-
abstained Trish Danka- abstained Chris Bowen- yes

6. Strategic Planning Committee

Kathy Vrlik, Chair of Strategic Planning Committee, started by giving a history of the strategic plan which started in November 2013 which originally the main goal was to collect data around what the current state of the community was. They then moved on to making lists of potential changes to be made in the future as well as continuing to collect data. There were areas of success over the last few years and spent the bulk of 2019 doing clean up on the document as a whole. She thanks Mr. Findley for the lightbulb moment that reminded them what a powerful document this really is. There are risks and power that comes with this and how do they insure that this document ends up being what it was meant to be. There is a risk of becoming stagnant and what they did was analyze what they had been doing and decided that now they needed to create goals and build deliverables. What they will be doing next is moving everyone forward in the strategic plan starting in 2020. How did they figure out what they would work on? They went through a process where they took all the data from the last 5 years and sorted it into 3 categories (A, B, or C). An A category would be something they have a lot of information on and would get done in about a year. B category would be something not known that much about and it might get done in a year but they aren't too sure. C category is not known about, there were not a lot of resources and they did not know how they would get it done or how long it will take. This compiled a list that she showed to the Board. She went over the one year list and said that nothing on the list was too far fetched. She would like to deliver this list to the team by January and if they feel as though they need to work harder on certain issues they can do that. A report of these items will be compiled by 2020 and also a list of what will be done in 2020. The other realization she made was that the one Board they did not collect a lot of data on was the Board of Selectmen. She sees them as people who were elected because they have a vision for what the town needs and what it can be. She walks them through the Vision Worksheet and asks for feedback from the Board.

She uses New York City as an example of what she likes and does not like. She asks that the Selectmen to do the same thing with the Town of Seymour and once they gather the information from them, they will then figure out who to talk to about it. Its about turning goals into action items. She asks the Selectmen to work on their vision and think about why they were elected.

Kurt Miller asks if the expectation is that the updates will be provided in the quarterly reports to the First Selectmen's Office.

She said yes this is probably the easiest way to do it. Eventually they would love to have a dashboard where they can show the goals, building the website out is one of the things to do on the list and able to update in real time.

Kurt Miller asked if during the 2 meeting in which the staff report to the Committee, they would get to see any of the Selectmen.

Vrlik said it was up to them, if they feel they need clarification that is one thing but they are always able to come into the meeting or speak with members of the Committee.

Bob Findley asked if they would be using the agile process to do this, where they would do sprints or somewhat similar to that and then put it in the log.

Vrlik said that yes, there is going to be a learning curve but Stephan is a scrub master. It seems complicated when looking at the big picture but really it's just a large project, taking it down into smaller parts and tackling it from there.

Chris Bowen asked about the tasks and what kind of software they would be using to have a very clear set of goals?

Vrlik said that was the dashboard they were referencing. Currently there is no software within the town that they can use but Stephan and herself both have things they can use through work.

Trish Danka said that she is very excited that Kathy is taking it over and she is excited to see where this process goes and for Kathy to get very involved in that. In the beginning they weren't positive where it was going to land or what the future would hold but this is a great project for the town.

Bob Findley said that it had a great start and getting it to where it is now is fantastic.

Vrlik said that this is why she is looking to the Selectmen so they do not run out of goals. She is excited to come back in a year and show the progress throughout 2020.

Kurt Miller asked for the vision sheets to come back to the next meeting on January 7th, he will make sure they get to Kathy.

7. Website Proposal

Rory Burke said that the last time the website was touched was 2012 with FrontPage 2001. There is room for improvement but they are overdue. They first started looking at upgrading right around the time that the town was expecting huge budget cuts from the state so they asked for our vendor to wait, and they continued to wait and now they are decommissioning the server that our website is on. We had initially budgeted \$10,000 or \$20,000 in the capitol plan for the upgrade, and it came out to under 5 grand.

Rob VanEgghen said it shows four payments and then two, which is it?

Burke responded that it was 2. That was the issue that Rob and himself had with the proposal. The vendor upgraded the entire CMS onto the back end of the website. When the website was done in 2012 it was very text heavy, this new CMS will be very media focus. There is a new variety of tools that will be available to the staff. Rob Dyer has reviewed it and looked at the proposal. He said he is exciting about this and so is the vendor.

Rob VanEgghen asked if they were happy with this vendor. Its EvoGov and they work with municipalities.

Burke said yes, they expect a lot less downtime than. They are known as Delaware.net and they are known for getting municipalities on the web.

VanEgghen asked if they got any other quotes from any other vendors.

Burke said no, when they did the website in 2012 they had all the data internally. Now they own the content but it is on their server, so the cost of migrating all the information and design the old one from scratch would be a lot.

VanEgghen asked if this one would last 5 years.

Burke said that next time he would like not to wait until the platform is being phased out.

Chris Bowen asked if there was any specifications about the uptime in the current contracts with EcoGov.

Burke said right now they don't have a contract for the new website and when it does come in it will go to Rich to be reviewed as well as Rob.

Kurt Miller said that the last time this was set up in 2012 they did not have Rob.

Joe Matusovich, detective for Seymour PD, said he supports Rob Dyer in the some of the IT stuff that he does. He did sit on the web design committee at one point and one of the big drivers was cost but also working with municipalities in the past. One of the issues that was always coming up was FOI compliance, handicapped accessibility, and ADA issues which will all be taken care of with this upgrade. In terms of the CMS, having each department head take care of their website that would be ideal. The goal was to make the templates very basic so that each department head could take care of their own page. In terms of going forward this upgrade needs to happen in order for other progressions to take place, so he fully recommends it. He has not heard of any issues with this vendor other than the town not moving forward with the upgrade fast enough.

AnnMarie Drugonis asked if this would just be for the town or if the fire department, ambulance, and police would all be linked so we could access all of it from one page.

Rory Burke answered that the current way it is done, if there is an external website for those departments, the town page links you to it. Some of them will continue to be this way, but the police department will stop having its own external website and will instead be linked in. The EDC had their own website with no professional staff updating it so occasionally the information would become out of date and some of the businesses would become upset, so they have now decided that we will take this into the town website.

Trisha Danka asked if the residents would still be able to pay their taxes online.

Burke answered yes because that is an external website.

Bob Findley asked about when they go through the wire frames and the charts, will that be controlled by Rob until they make a decision?

First Selectman Kurt Miller answered that none of the new information would have to go through this board and would solely be handled by Rob, Joe, and Rory.

Burke said that when there are working sites that are viewable before they go live, he can bring them before the Board to preview it.

Findley asked if there was a team or someone working on the pages on the town side of things.

Burke said that the bulk of it will be done by Rob, himself, Joe, and Malia.

Trish Danka asked if all the departments and employees will be prepared for the rollout and new functions of this website.

Burke said that just because the functionalities exist, does not mean they need to be rolled out right away. We will be focused on getting the public external piece up and running first and foremost.

Danka said she was not opposed to a phased roll out but she hopes they will be taking advantage of all the abilities it will give the town.

Burke said that the way the current site works on the back end of things, was each person could have their own username and edit things on their own. This will be used going forward. The current process is that someone emails him and he updates it, and we only know its out of date when the public reaches out. There will definitely need to be training and a change in process internally, and this might be challenging with some of the users.

Al Bruno asked if everyone was going to be open to that change.

Burke said that we will find out. Currently a handful of us are doing the updates right now and managing the whole site so if there are people who cannot work with this, there are others to help them. And anything that is planning on being published will need to be approved before it goes live.

Trisha Danka asked if this means the other items that they are offering will be a phased roll out.

Burke said yes.

Al Bruno says he believes it's going to be a vast improvement over what they had 10 or 15 years ago and over what we have now.

Burke said they have learned some lessons with the website, the idea with the last one was that they put as much information as they could out there, and have now learned this is not the best bet.

Chris Bowen said in terms of support or requesting support, how will this work?

Burke said it depends on the type of support and based on how it is working with the current site, Rory does mostly everything. We could pay them to do that but right now we currently pay them to add a few things here and there and that will be the same.

Bowen asked if there are plans to get everyone in a room to get everyone up to speed on the website and will it be charged extra.

Burke said last time they trained a few people all at once. Most likely the way it will work is training one person from each department.

Bowen asked if there would be any tie with social media.

Burke said that it is a blank canvas and it was definitely possible.

Bowen said that he is thinking of something that could notify the website, twitter, and facebook all at once.

Burke said it was definitely possible.

8. Discuss and take possible action on NexGen Software Agreements

Kurt Miller said that the reason this is before us now is because they would like to purchase this before December 31st to obtain a discount. Tom Eighmie and Joe Matusovich are here to talk about it. It has already been approved by the residents it is just a matter of purchasing this in advance \$80,000 will come out of the general fund and will be an IOU until the funds come in. They should come in around the third or fourth week in March.

Tom Eighmie as part of the research that they had done, internal research has been done and NexGen is used by the State of CT and 50 other municipalities. The first round of people to look at this were Rob Dyer and Detective Matusovich looked at all the information technology and came out with a very positive outlook. The second round of people to look at this were Chief Satkowski and Kyle Kelley and started the process of looking at this technology.

Joe Matasovich asked that any questions concerning the police department could be directed to Chief Satkowski. He is here to explain how this has come up. At the police department they have been with the same communications company for 20 years and have severely outgrown it. They are trying to be proactive about getting ahead of the technology. It is very limited of what they can at the police station and a lot of manual hands on type of things happen behind the scenes. This new NexGen system encompasses a lot of new features that they currently do not have. The state is pushing new sharing systems that this will now give to them. 5 years out from now this technology will look much different but this will keep us ahead of the curve for a while. Currently we do not have dispatch but this will help us move forward. The back office side is a huge problem for us, the courts are trying to go paperless right now and that is going to be another component that will be integrated. On the IT side, there are currently 5 or 6 servers that perform this task but they have been working with Rob to consolidate and give a back up system.

Kurt Miller read the NexGen resolution into the record.

WHEREAS, Nexgen Solutions, LLC (Nexgen) desires to enter into a certain Agreement with the Town of Seymour (the Town); and

WHEREAS, pursuant to the Agreement, Nexgen agrees to sell and the Town agrees to buy certain hardware, software and services;

NOW, THEREFORE, be it resolved:

The TOWN is hereby authorized to enter into a Master Purchase Agreement with Nexgen and W. Kurt Miller, First Selectman is authorized to execute any and all documents including the Agreement to effectuate this transaction; provided, however, the document must be in form and content approved by Town Counsel.

Motion: Bob Findley

Second: Trisha Danka

Discussion:

Rich Burturla said that NexGen is a product known to the public safety communities throughout the state of CT. We took a look at the contract, made a number of suggested changes, we have not heard back from anyone, so he asks that whoever is the principal contact to have someone get back to us from NexGen so we can go over the contract. We did a bunch of red lining and there are some blank addendums and it might take a little bit of work to pull it all together unless they make all the changes we suggested. We know we do not have a final document, so if we get NexGen to respond quickly we can get this done before the end of the year.

Al Bruno- yes Kurt Miller- yes AnnMarie Drugonis- yes Rob VanEgghen-
yes Bob Findley- yes Trish Danko- yes Chris Bowen- yes

7-0-0

9. Reimbursement of Rimmons Street Project

Kurt Miller said there was a letter from Nafis and Young Consulting engineers who are the engineers for the Rimmon Street Project. He read the letter into the record. Miller said this was part of the project and would be paid out of legal and claims, technically we could fight it but we would send more than \$400 in doing so. It is the recommendation of Jim and himself to pay the \$400 that the concern that the resident had.

Kurt asked for a motion to approve the payment of \$400 to Mr. Ed Kudej of 29 Rimmon Street as recommended by Jim Galligan of Nafis and Young.

Motioned by Chris Bowen

Seconded by Bob Findley

Discussion:

Rob VanEgghen asked if the homeowner paid this out of his pocket and is now asking for a reimbursement.

Kurt Miller answered yes.

Bob Findley asked how this payment would work with the reimbursement they were supposed to get from the state.

Kurt Miller answered that this would just be wrapped in with the rest of the bills from the state. He said he would not hold out hope they get paid.

Al Bruno- yes Kurt Miller- yes AnnMarie Drugonis- yes Rob VanEgghen-
yes Bob Findley- yes Trish Danko- yes Chris Bowen- yes

7-0-0

10. Reimbursement of Thomas pothole claim

Kurt Miller stated that there was a letter from Robert Thomas from 33 Hickory Lane. Kurt Miller read the letter into the record. This was work that was done on Cogwheel, which was much needed. Public Works did some patching as seen in the pictures provided. There is also a letter from Trident Insurance declining the claim. In the past residents submit these claims and if denied by the insurance, it comes before this Board and we decide whether or not to do so.

Kurt Miller asked for a motion to reimburse Robert Thomas of 33 Hickory Lane in the amount of \$180.53 for his tire and \$66 for his alignment as requested in his letter dated May 13th 2019.

Motion by Rob VanEgghen
Second by Bob Findley

Discussion:

Rob VanEgghen said that he did notice that the insurance company stated that it was something that would be reimbursed by them if the town had knowledge of it. So how is this described that we just knew about it?

Kurt Miller said that when there is a pot hole that can cause damage we have a certain amount of time to get the pothole fixed.

VanEgghen said that he is afraid of knowledge that a road needs repair is a little too easy to give out reimbursements. As long as it's once an event happens it becomes a priority.

Miller said that Thomas went back on May 6th, which was less than a week later, and the pothole was already fixed.

Bob Findley asked if he had any idea why its 7 months later and we are hearing of it.

Miller said that some residents are not aware they can get paid.

Bowen asked how much risk does one assume when driving on our roads. It seems like a weird thing for government to reimburse.

Miller said it is not weird and they do it 4 or 5 times a year.

Bob Findley said that the Board does not need to do it all the time, he has always voted no on these and he will continue to.

Trisha Danka said that her concern is setting a precedence to do them. It is a slippery slope to start do them.

Chris Bowen said his concern with this is not the stuff happens department, he is worried about the slippery slope that Trisha noted. There should be a high threshold of liability on the town's part. Even the insurance noted that there is no liability on the town of Seymour.

AnnMarie Drugonis stated that he was right, she was concerned because it happened on April 30th and he contacted the police on May 21st.

Trisha Danka said she believed that he did not know any better and he was just trying to correct his mistake.

Drugonis said that they have set a precedent in the past that they do pay these types of things. We don't approve all of them but they do approve some of them.

VanEgghen asked if there was a certain system or record if someone had been damaged on this pothole.

Drugonis said that if someone hits a pot hole they call town hall, town hall writes it down, and public works goes to fix it. If there was a record it would have been done and this might be a different case.

Bob Findley says that he feels badly this happened but it is not the town's responsibility to pay for this unless there was a record that this pothole needed to be taken care of.

Rob VanEgghen said that this should be the standard moving forward.

Rich Burturla said that the notice is one component, the second is that ought to have known of the pothole should be exercised within reasonable due care. Essentially, the adjuster said the municipality should not be held responsible unless they had prior notice or was of such a dangerous character that the municipality could have discovered and remedied it. It is not always going to just be the pothole was noted. They cannot turn a blind eye if there is an enormous hole.

Bowen asked about the turkeys that Mr. Thomas saw, swerved and hit the pothole.

Miller asked if they knew and had sufficient time to fix it, but it was a funding issue would that change anything.

Burturla said that in this case he would be more in favor of Mr. Thomas. However, there is always a cost benefit analysis as to how far they should take this case.

Bowen said that he does not believe the Board should be bound to the past at this point, and that there should be a very high standard of what they approve. He does not believe its the town's responsibility to choose who gets the money.

Findley said that there is a lot of case law that comes into this as Rich pointed out and they can use common sense and decide what to do, but in general he is not for reimbursing these things. The insurance never wants to pay anything, and maybe they should be the ones in charge of this.

Bowen said they should consider what Mr. Thomas's maintenance record was. Did he need the realignment beforehand.

Trisha asked that since they have a road plan now, that does not create the notice that the town has to redo the roads.

Burturla said that the more notice they have, the more responsible they become.

Trisha Danka said that does mean ultimately the road plan can create a gray area.

Burturla states that the 13A149 statute is a very powerful statute. For example it has a sole possible cause statute, which means if there is a pothole that is avoidable, but a driver looks to the side, that would not mean the pothole was the only thing causing the flat tire. The statute says the defect needs to be the sole probable cause. Even though there was notice and everything, it means the driver should have been paying attention.

Al Bruno- no Kurt Miller- yes AnnMarie Drugonis- no Rob VanEgghen- no Bob Findley- no Trish Danka- no Chris Bowen- no

1-6-0

Motion failed.

11. Appointments

Motioned by Al Bruno

Seconded by Chris Bowen

Al Bruno- yes Kurt Miller- yes AnnMarie Drugonis- yes Rob VanEgghen- yes
Bob Findley- yes Trish Danka- yes Chris Bowen- yes

7-0-0

12. Tax refunds and abatements

Motioned by Al Bruno

Seconded by Annmarie Drugonis

No discussion.

Al Bruno- yes Kurt Miller- yes AnnMarie Drugonis- yes Rob VanEgghen- yes
Bob Findley- yes Trish Danka- yes Chris Bowen- yes

7-0-0

13. Transfers

No transfers.

14. Correspondence

There was a letter from Citezen's Engine Company recommending Clay Jergins and Steven Childs to the open position on the Board of Fire Commissioners.

The Check Register was included as well.

Kurt Miller said that when there are major storms, the expenses are tracked during that. Those expenses are submitted to FEMA for reimbursement. Tom Eighmie gathered that information, which was about \$190,000 for the last tornado that happened last year. That was paid with that current budget, and if money comes back from FEMA, we buy equipment and put the rest in reserve. Currently the service chiefs were given \$80,000 to spend and decide what it would go towards. This was broken up with \$20,000 going to DPW for numerous support items, \$15,000 to the fire department for a used SCBA compressor, \$35,000 to the town custodians for a new pickup with a plow, and the police will receive \$5,000 to buy an ATV. There is no action that this Board needs to take but just more informational in case someone asks.

15. Public comment

There was no public comment.

16. Selectmen's public comment

Chris Bowen thanked the Baklik family and everything they have done with their events. He wished everyone happy holidays.

Rob VanEgghen said Merry Christmas and Happy New Year.

Al Bruno said Merry Christmas and Happy New Year.

AnnMarie Drugonis said that the first meeting for 22 Walk for Hope will be Jan 9th 2020 at 7pm so someone from public works, Tom Eighmie and hopefully a few department chairs will be there and whoever would like to be on the Committee. Also there will be a 22 for 22 masquerade gala on March 20th 2020 and she is hoping Seymour will be well represented. It's a \$100 a ticket with a silent auction. All the money goes to veterans to prevent suicide and their families. Also she reminded everyone that the post office is selling black and white calendars of the town of Seymour. And finally she thanked the Baklik family for everything they have done for the community. She wished everyone a Merry Christmas and Happy New year.

Bob Findley wished the town of Seymour a great holiday season.

Trisha Danka just wanted to wish everyone a happy holiday season, and said that the Seymour Land Trust did a great job with the fireworks again this year. She said she had a great time watching the kids. She also said there are some back roads off of Pearl Street and Grand Street that many of them have parking on either side of the roads that is not being followed so she just wanted to mention that maybe there could be a better monitoring of the police.

Kurt Miller said that the fireworks were the wrong ones to bring to us, so the show was great and in addition Alex Danka was able to get a free so for the summer, so that's 2 shows for the price of one. That will be in June or July. The parade committee is getting creative, and there is a nice first saturday in Seymour, we had a couple hundred people so we are trying to encompass all these things together so the Parade Committee and the Culture and Arts will be working together. He said just to add today was day 1 of the annual financial summit. They meet with several of the town's larger vendors. We are meeting with the health insurance company which is expected to have a 20% rise in prices. He has already started the budget process, and we will be continuing that over the next day. The department heads will be meeting tomorrow to present to each other, so that they each understand what goals and needs each of them have.

This has worked over the past through year. He publicly thanked Larry Jenseky who takes care of everything and lets them host the summit at his place.

17. Adjournment

Motioned by Ann Marie Drugonis

Seconded by Trisha Danka

Al Bruno- yes Kurt Miller- yes AnnMarie Drugonis- yes Rob VanEgghen-
yes Bob Findley- yes Trish Danka- yes Chris Bowen- yes

7-0-0

Meeting was adjourned at 8:26pm.

Submitted by,

A handwritten signature in black ink, appearing to read 'Malia McCool', with a stylized, flowing script.

Malia McCool

Reviewed by,

A handwritten signature in black ink, appearing to read 'Kurt Miller', with a stylized, flowing script.

Kurt Miller