

1. Call to Order

The Killingworth Board of Selectmen held its regular meeting on Monday, September 26, 2011, at the Killingworth Town Office Building, 323 Route 81, Killingworth, Connecticut. In attendance were First Selectwoman Iino, Selectman Fred Dudek and Selectman Richard Cabral. First Selectwoman Iino called the meeting to order at 7:00 PM.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of Minutes – September 12, 2011

Motion by Cabral, second by Dudek, to approve September 12, 2011 Minutes as written. Voting in favor – Cabral, Dudek, Iino. Opposed – none. Motion Carried.

4. Visitors: Concerning Items on the Agenda – none.

5. Tax Abatements & Refunds

Motion by Dudek, second by Cabral, to approve Tax Refunds as reviewed and attached. Voting in favor – Dudek, Cabral, Iino. Opposed – none. Motion Carried.

6. Vacancies on Appointive Committees

The following vacancies were noted on the Agenda – Energy Task Force – 1, Estuary Council of Seniors – 2, Housing Partnership – 5, Mun. Land Use – 3, IWWC – 3, Parmelee Steering Comm. – 2, Public Health Agency – 1, TOB Committee – 2.

7. Appointments – none.

8. Old Business

a. Affordable Housing – nothing further to report at this time.

b. Public Health Director

First Selectwoman Iino noted there was a lively hearing on September 15th. She noted the sentiment was overwhelmingly skeptical but it certainly was not a representative crowd. Ernie Pizzuto did a fine job of presenting the Public Health Agency's recommendation to join the Public Health District. Iino further noted it is clear that further discussion is needed and she was not proposing any action at this time. Ernie Pizzuto noted the Public Health Agency has not changed its mind based on what it heard. Iino indicated there were a number of questions raised to which answers are being sought. She noted there was one candidate identified who could come as part time and serve as Health Director and Sanitarian. She felt even though the PHA

didn't feel this was a good long term situation, by putting that situation in place it might give some time to consider the larger question.

Selectman Dudek asked how long the present situation with the Chatham Health District was for. First Selectwoman Iino noted it was month to month and they will continue as long as the Town is still considering it. They would be in favor of the Town hiring the individual mentioned above. That person is still available and her references are very good. Iino noted the concern with doing that is that with the present system it is one layer of satisfying all the needs. If something happens, it would be difficult to replace her. Iino indicated she would clear with this individual that this is a term limited contract for now. Selectman Cabral noted he liked this approach. Selectman Dudek noted that might be the route to go if it will solve the immediate problem even though it doesn't solve the long term.

First Selectwoman Iino noted she would be talking with the Chatham Health District in the morning.

9. New Business

- a. Appoint Donald B. McDougall to Health & Safety Committee

Motion by Iino, second by Cabral, to appoint Donald B. McDougall to Health & Safety Committee as Ambulance Association Representative. Voting in favor – Iino, Cabral, Dudek. Opposed – none. Motion Carried.

- (b) Accept DEP Lawn Equipment Exchange Fund Program Money

It was noted Walter Adametz submitted a list of antiquated equipment and it was replaced under this Grant. **Motion by Iino, second by Cabral, to accept the DEEP Lawn Equipment Exchange Fund Program Money in the amount of \$1,911.68. Voting in favor – Iino, Cabral, Dudek. Opposed – none. Motion Carried.**

- (c) Unanticipated Health and Safety Expenses (R. Leighton)

First Selectwoman Iino noted the Board of Finance voted to take the money for the remediation of the Tower Hill Road property out of Contingency. A demand letter will be put in place and if the money is not received in 45 days, a lien will be put on the property.

Richard Leighton submitted and reviewed a list of proposed municipal projects.

Dog Pound Facility

Mr. Leighton noted his letter of 10/4/2009 to the Board of Selectmen listed a number of violations relative to this facility. He indicated it was more economical to probably build another kennel. There was also the possibility of joining Westbrook and Clinton, but that would have to

be at prevailing wage and would probably cost \$31,000 a run (8 runs). The Town could build a good kennel for about \$10,000. The cost initially with Westbrook and Clinton would be about \$62,000. Based on those numbers Leighton felt the Town would be better off building its own facility. The current violations will have to be addressed at some point in time.

Parmelee Farm

Mr. Leighton noted he had no direction relative to rewiring the dwelling now that electrical service has been installed.

With regard to the drilled well which needed to be raised above grade, he asked if funding comes from the Board of Selectmen or the Parmelee Farm Project.

Regarding the proposal to convert the Turkey Barn into a Pavilion, this would have to be brought up to today's codes. He has an application on his desk, but no numbers relative to funding or sources. He also asked if this was subject to the Davis Bacon Act.

Sheldon Field

Mr. Leighton reviewed the water system at Sheldon Field. He noted it will probably cost about \$10,000 to fix the violations. Both he and Walter Adametz felt a pre-fab enclosure would be best but it was up to the Board of Selectmen. Selectman Cabral asked if it would be movable. Leighton replied absolutely. Leighton indicated this has to be done before the well is opened in the Spring. Sometime between now and then, the Board of Finance will have to be asked for funding. Selectman Dudek noted there is a Capital Budget for Sheldon and maybe it could be taken out of that. Mr. Adametz noted the water gets shut down in October and the lines are blown out. Mr. Leighton noted the water was tested at the end of July and it was fine.

Selectman Dudek asked where the electrical comes from. Mr. Adametz noted there is a meter on the shed. In conclusion, Selectman Dudek noted then the water will be shut down at the end of the season, but prior to opening in the Spring, something will have to be done. First Selectwoman Iino added the BOS will also have to figure out where the money will come from.

Transfer Station

Mr. Leighton noted there is a partial tent situated there now. It's possible that FEMA will pay "x" number of dollars for a new structure due to the recent destruction of the fabric shed from Tropical Storm Irene. Mr. Adametz noted this will be submitted under mitigation to FEMA. Mr. Adametz reviewed upgrading the electrical work for the new trash compactor. Approximately \$6,560 would be needed to complete the work and get rid of the transformers. To redo the conduit to meet all codes would cost about \$500. An all steel cover would cost about \$3,750, but the problem is how to light it. Mr. Leighton noted the existing lights will be removed, temporary lights need to be put up and then permanent lighting needs to be put in place. First Selectwoman Iino noted a plan needs to be put together including all these pieces. Selectman Dudek noted he

would like to see a plan with step 1, step 2, etc. Mr. Adametz noted the reason nothing was ever done with this was because the transfer station was going to be moved, but it is now going to stay in this location.

State Trooper's Office

Mr. Leighton noted the Energy Grant funds have been spent for the heater and AC in the Trooper's Office. The original furnace needs to be repaired. The ducting is uninsulated and would need to be replaced to be effective with returns put back in. This work is not covered under the Grant. The Town has no viable plan for what to do with this building. Leighton indicated there is still money for insulation and maybe some ducting and \$12,000 for windows. Selectman Cabral noted he thought there was money for the new furnace and windows. First Selectwoman Iino noted at this moment it is not known what that building will be used for. Leighton reiterated ducting is not covered in the Grant.

Town Hall

Mr. Leighton noted he needs direction on repairing the Town Hall. Something needs to be done with the windows. There was discussion regarding the generator. It was noted there are two electrical services coming in. Selectman Dudek noted an audit should be done of the circuits and exactly what needs to be powered. Mr. Leighton noted he would like to get both HVAC units off the roof of the modulars. First Selectwoman Iino noted she would not like to see any more money spent on these units. Leighton asked where these things sit on the list. First Selectwoman Iino and Selectman Dudek noted the generator is high priority and the compactor work should be done this year. The other things are pick and choose.

Facility Manager

Mr. Leighton noted there should be discussion regarding a facility manager. Mr. Adametz has his hands full. There is no coordination.

First Selectwoman Iino noted the wells will be done in the Spring time. Perhaps some of the cost could be picked up by Park & Rec or Parmelee Farm. The wiring at the Transfer Station, furnace repairs at Trooper's Office and windows should be done. It was noted the Grant was set up for replacement windows.

Mr. Adametz noted a valve needs to be replaced at the new compactor and if they don't replace it, the Town should hold the check.

(d) Employee Manual Revision

First Selectwoman Iino proposed amending the Employee Manual relative to Vacancies.

Motion by Iino, second by Cabral, to approve the Employee Manual Revision changing G. Vacancies to the following – "Except where controlled by existing employment contracts or

law, all vacant positions shall be posted for a period of at least five (5) working days prior to the issuance of any public notice of said vacancy.” Voting in favor – Iino, Cabral, Dudek. Opposed – none. Motion Carried.

(e) Truck Purchase (W. Adametz)

Mr. Adametz noted he spoke to Scranton Motors relative to replacing the 1992 Dodge Truck which was bought from the State Transportation Department. He noted there is a 2011 Mason Dump currently on the lot for \$46,686. If one was special ordered, the price would go up about \$6000. Scranton Motors comes under the State Bid Process. **Motion by Cabral, second by Dudek, to approve Truck Purchase of 2011 GMC Mason dump and Snow Plow in the amount of \$46,686.00. Voting in favor – Cabral, Dudek, Iino. Opposed – none. Motion Carried.**

10. CI Comments

First Selectwoman Iino noted there are a couple of personnel changes. Carolyn Anderson will be leaving as of Thursday. This position will be advertised again. The Board of Finance approved the proposal made earlier in the summer for a temporary position in the Land Use Office. Jeannette Clegg will become the Building Receptionist and Tax Collector Clerk.

First Selectwoman Iino noted the Town is losing about \$4000 in boat registration fees because of something in the legislation. This money used to be reimbursed to the Towns.

First Selectwoman Iino noted the good news is the Town got a letter from MIRMA indicating assessments will be reduced come next July.

11. Selectmen's Comments

Selectman Dudek noted he attended a recent meeting for an upcoming project that he would like held at the Parmelee Farm.

12. Visitor Comments: General – none.

13. Adjournment

Motion by Cabral, second by Dudek, to adjourn at 8:30 PM. Voting in favor – Cabral, Dudek, Iino. Opposed – none. Motion Carried.

Respectfully submitted,

Judith R. Brown

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Judith R. Brown, Recording Secretary