

Killingworth Board of Selectmen

Regular Meeting, July 11, 2011

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1. Call to Order

The Killingworth Board of Selectmen held its regular meeting on Monday, July 11, 2011, at the Killingworth Town Office Building, 323 Route 81, Killingworth, Connecticut. In attendance were First Selectwoman Catherine 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. Approve Minutes of Regular Meeting June 27, 2011

Motion by Cabral, second by Dudek, to approve June 27, 2011 Regular Meeting 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 Refund to Velma G. Leighton or Gerry A.

Esposito in the amount of \$31.42. Voting in favor – Dudek, Cabral, Iino. Opposed – none. Motion Carried.

6. Vacancies

The following were noted as shown on the Agenda – Emergency Management – 1, Estuary Council of Seniors – 2, Health & Safety Comm. - 1, Housing Partnership – 5, IWWC – 3, Mun. Land Use – 2, Park & Recreation – 1, Parmelee Steering Comm. - 2, Public Health Agency – 2, TOB Committee – 3.

7. Appointments

Motion by Iino, second by Cabral, to appoint Rodney L. Buckwalter as Deputy Emergency Management Director. Voting in favor – Iino, Cabral, Dudek. Opposed – none. Motion Carried.

Motion by Cabral, second by Dudek, to suspend order of Agenda to take Item 9C, Bid Opening for Town Office Building Addition Architectural Services at this time. Voting in favor – Cabral, Dudek, Iino. Opposed – none. Motion Carried.

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9. New Business

C. Bid Opening for Town Office Building Addition Architectural Services

The following bids were opened –

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| 1. Destefano & Chamberlain, Inc. | \$166,000 |
| 2. Kenneth Boroson Architects, LLC | \$130,000 |
| 3. Jacunski Humes Architects, LLC | \$125,000 |
| 4. Paul B. Bailey Architect, LLC | \$129,500 |
| 5. Arbonies King Vlock, PC | \$132,600 |

First Selectwoman lino noted all bids will be given to the Town Office Building Committee for review and recommendation.

Motion by Cabral, second by Dudek, to return to the normal order of business. Voting in favor – Cabral, Dudek, lino. Opposed – none. Motion Carried.

8. Old Business

A. Affordable Housing

First Selectwoman lino noted she did some investigation on how affordable houses are assessed and there is no reason why they can't be assessed at their actual full market value.

B. Public Health

Thad King was present as well as members from the Public Health Agency. A Comparison of Public Health Agency Options was submitted showing the advantages and disadvantages for each option.

Selectman Dudek noted he would like the PHA to those on the list of town pumpers and some random town engineers to get their feeling about the positive or negativity of this before it goes to Town Meeting.

Selectman Dudek asked about the secretarial services being split out between health, building and sanitation. First Selectwoman lino noted she didn't see that changing, it would still be a part time

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person.

Selectman Dudek noted he was a little disturbed by this report and all the deficiencies regarding Permit #08-022. Thad King stated whatever was in the file was noted. For whatever reasons, the documentation for that particular installation was missing.

Mr. King noted they have gone to a web-based system. He indicated the documents put in the file are not always readily available. With the web-based system documentation is available to the public also. They are also now doing food service. First Selectwoman lino asked how long the transitional process would take. Mr. King noted it would probably be another year when they have full functionality. It will also provide information for all sanitarians throughout the State.

Selectman Dudek asked if there would still be a requirement for paper. Mr. King noted they are not storing their documents on paper. He indicated the web-based systems has 4 different facility locations where they store their data. He also noted for anyone that doesn't use the internet, they can print out whatever documents are needed. They also have a rating system now for restaurants.

Selectman Dudek asked if there has been any feedback regarding State funding. Mr. King noted they haven't heard anything about any cuts from the State. There is no Grant application at this point because there is no budget. King further indicated if they don't have funding they will have to limit the proposed positions planned and deal with the current staffing level to meet their budget.

Selectman Dudek asked how this process works. What if this goes to Town Meeting and there is support for this option, there is no budget for it. What if the Town Meeting says yes and the Board of Finance says no. These are all outstanding questions.

Mr. King noted sometimes it takes more than one public hearing to address questions that arise. The Town should know before it takes this to the elected body for a vote if the Board has approved it.

Selectman Dudek reiterated he would like to see opinions from pumpers and engineers both in favor and why, if not.

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Timing of this process was reviewed. Selectman Dudek noted the danger of holding a public hearing in the summer is that people are away on vacation. Mr. King noted the Board would look to have the public hearing scheduled within the 3 month period noted in First Selectwoman lino's letter.

Mr. King noted they are required to take on any full time health staff. They would become employees of the Health District under the State Statutes. If there is an individual who is interested but does not meet the Health District requirements, they would not look for that person to continue.

There was discussion regarding the files. Mr. King noted nothing has been done yet with the files. He indicated there was a meeting with staff that they must come up with a system for all new files, but haven't heard anything from them yet. The system should be formalized so everyone knows the process. First Selectwoman lino noted if they go ahead with the personnel change, there is a terrific candidate for support staff and that would improve the reporting and recording systems.

Selectman Dudek reiterated he was shocked there were so many deficiencies on every line for Permit #08-022.

First Selectwoman lino noted there is a five year system in place, but it has turned up a lot of problems. Mr. King noted they will be sending out notices routinely. He briefly reviewed how the system works. King indicated once Permits to Discharge have been established, routine notices will go out. This will probably take about 5 years.

Motion by lino, second by Cabral, to add item to the Agenda – Reappointment of Chatham Health District as temporary Health Director. Voting in favor – lino, Cabral, Dudek. Opposed – none. Motion Carried.

Motion by lino, second by Cabral, to appoint Chatham Health District as temporary Health Director as they have been for the last six months. Voting in favor – lino, Cabral, Dudek. Opposed – none. Motion Carried.

First Selectwoman lino reminded everyone a representative is still needed from the schools.

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Mr. King asked if the Board knew when it would entertain a specific date for a public hearing.

Selectmen Cabral and Dudek noted probably within a month if the requested information is received.

9. New Business

A. Authorizing Resolution – State of CT DEMHS

Motion by lino, second by Dudek, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and further, that Catherine lino, First Selectwoman of the Town of Killingworth, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Killingworth and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents. Voting in favor – lino, Dudek, Cabral. Opposed –none. Motion Carried.

B. Authorizing Resolution – STEAP Parmelee Grant

Motion by lino, second by Cabral, that the First Selectman is authorized and directed to execute and deliver to the Connecticut Department of Economic and Community Development any and all documents that she deems to be necessary or appropriate to the STEAP Grant for the Parmelee Farm Renovations, accepted by the Killingworth Town Meeting on March 2, 2011, and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents. Voting in favor – lino, Cabral, Dudek. Opposed – none. Motion Carried.

10. First Selectwoman's Comments

First Selectwoman lino noted she is waiting to hear from DEMHS about the Emergency Operations Center Grant.

First Selectwoman lino noted the RFP for the Wettish Fields maintenance is being prepared. The RFP includes mowing and weed whacking. The Town's Attorney has reviewed it.

There was brief discussion regarding the VFW Post property. First Selectwoman lino noted the State

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VFW is talking about selling the property. She advised them the Town would like to see it stay in the public domain, but the Town itself is not prepared to take it on. Two adjacent neighbors are willing to purchase it and one of them would be willing to maintain the Monument. Selectmen Dudek and Cabral agreed the Town should not take the property. Selectman Cabral noted he would like the Town to approach the VFW for the Monument.

First Selectwoman lino noted there is a speeding problem throughout the Town. Selectman Dudek asked if there were any specific areas. lino replied Green Hill Road, Roast Meat Hill Road and Parker Hill Road. There has been a recent discussion about using temporary speed bumps. This suggestion was passed on to the Traffic Safety Committee.

First Selectwoman lino noted there has been discussion with the Regional Energy Committee regarding putting small solar rays on Town buildings that were appropriate. The Town would get the energy for 5 years and at the end of the 5 year period, the Town could buy it for \$1.00. There would be no cost to the Town except for the permitting.

There was a brief discussion regarding chip sealing and paving of some of the Town's gravel roads.

11. Selectmen's Comments – none.

12. Visitor Comments: General – none.

13. Adjournment

Motion by Cabral, second by lino, to adjourn at 8:25 PM. Voting in favor – Cabral, lino, Dudek.

Opposed – none. Motion Carried.

Respectfully submitted,

Judith R. Brown

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Judith R. Brown, Recording Secretary