

**Killingworth Board of Selectmen
Regular Meeting, June 10, 2013**

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1. Call to Order

The Killingworth Board of Selectmen held its regular meeting on Monday, June 10, 2013, at the Killingworth Town Office Building, 323 Route 81, Killingworth, Connecticut. In attendance were First Selectwoman Catherine Iino, Selectman Fred Dudek and Selectman Lou Annino, Jr. 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

Motion by Dudek, second by Annino, to approve May 28, 2013 Minutes amended as follows -

Under Appointments and Removals, 3rd paragraph, correct the name "Luther" to "Luthra".

Voting in favor - Dudek, Annino, Iino. Opposed - none. Motion Carried.

4. Visitors' Comments - none.

5. Tax Abatements & Refunds

Motion by Dudek, second by Annino, to approve the following Tax Refunds - Louis J. Nelson \$44.50 and VW Credit Leasing LTD \$245.03. Voting in favor - Dudek, Annino, Iino. Opposed - none. Motion Carried.

Motion by Iino, second by Annino, to add two items to the Agenda under New Business - E. Reschedule next BOS meeting, and F. Two Eagle Scout Letters. Voting in favor - Iino, Annino, Dudek. Opposed - none. Motion Carried.

6. Vacancies on Appointive Committees

The following vacancies are noted as shown on the Agenda - Conservation Commission - 1, Historic Review - 1, Park and Rec - 1, Traffic Safety - 1, Energy Task Force - 3, Housing Partnership - 7, Parmelee Steering - 3, Health & Safety - 1, Open Space - 1, Public Health - 3.

7. Appointments - none.

8. Old Business

A. Sheldon Bid

First Selectwoman Iino noted the Sheldon Bid document was not ready yet so this

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item will be tabled.

B. Town Capital Plan

First Selectwoman Iino noted huge progress has been made relative to the Town Capital Plan. This Plan gives a good picture of the Town planning needs over the next 5 years, but it doesn't tell how much the Town will spend each year because it doesn't reflect what the Town might bond or what has already been put aside. Iino noted this is a work in progress that should be shared with the Board of Finance. What should be taken to Town Meeting is what has been done in the past which is the 5 Year Capital Plan for LOCIP Projects only. It's easy to extract that information. Selectman Annino agreed this was a work in progress and briefly reviewed some of his suggestions for improving and updating the Plan. Paving projects were reviewed. Various other items on the Plan were briefly reviewed as well.

9. New Business

A. Town Office Building Committee Presentation

Jim Lally, Town Office Building Committee Chairman, thanked the Board of Selectmen for allowing the Committee to come before it. He noted since the last project got voted down by the Town, the Committee has worked diligently to improve upon the product. They have come to a point where they feel they have something that they were charged with and will fulfill the size needs.

George Keithan, Town Office Building Committee Secretary, gave a history of the Committee and its work. He noted the Charge by the Board of Selectmen was to recommend a design for the construction of a new town hall addition to replace the present temporary structure. The project came up for a vote a year ago and lost two to one. The Committee then tried to figure out what was wrong with that project. Some of the reasons were too big, too expensive, too elaborate, bad economy.

Mr. Keithan noted Plan A, the one that failed, was 14,379 square feet. The existing building with the modulars was 9,100 square feet. Plan A was an estimated construction cost of \$3,712,000. The TOC requested \$3,500,000 as there was \$200,000 set aside previously for professional fees.

Mr. Keithan noted they then went back to the drawing board. Some members left the TOC and new members were added. He introduced the new members - Scott Perry, Dan Haas, Carol Reimers, Kate Novick, Todd Hajek and Don McDougal. Six new members

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were added and three original members remained. Brian Humes of Jacunski Humes remained the Architect and has been a real asset to the Committee. The TOC directed Mr. Humes to prepare a new need's assessment plan and to look at the new project with no preconceived notions or ideas. He had a clean slate to work with. The goal for Mr. Humes was to provide the Town with a project at a lower cost, meeting the needs of the Town and not perceived as elaborate. Mr. Humes came up with a needs assessment plan using a single floor concept in November 2012 that was about 10,500 square feet. Mr. Keithan briefly reviewed that plan which was Plan B. It was noted the existing Storage Barn would be removed. He noted as the Committee was reviewing the plan, they started to sense a conflict with the flow of traffic relative to the fire department's first responders. Once they priced Plan B, it came in more than \$3,700,000 due to the amount of site work that had to be done.

Mr. Keithan next reviewed Plan B1 which turned out to have safety and egress problems. They came up with the "red line" which was the line where they felt they should not do anything on the fire department side of the line. He reviewed traffic flow in detail.

Mr. Keithan next reviewed Plan B2 which was a single story building at a cost of about \$2.6 million. The problem was that there was still a conflict with the fire department and there was no cost effective way of building a single story building without spending a significant amount of money on site improvements and site circulation.

Mr. Keithan next reviewed Plan C which was a two story building (12,773 square feet) with the existing storage barn remaining. No site work and kept the parking where it exists today. The cost of Plan C was \$3.4 million. Plan C was about \$300,000 less than Plan A and no conflict with the fire department. Mr. Keithan reviewed the interior of the two story building which would include the building department, conference room, State Trooper and the Emergency Operations Center. He reviewed what would be in the EOC. The upstairs level would include the selectmen, secretary, finance, conference room, registrars of voters and a meeting room. Mr. Keithan reviewed the question remained as to whether or not the meeting room should be large enough to handle voting or whether that would remain at the Elementary School. The TOC came up with an option of removing 600 square feet from this plan, but the meeting room would not then be capable of handling voting. Mr. Keithan noted Plan C was 1,646 square feet less than the Plan that failed.

Mr. Keithan reviewed observations. He noted the increase in square footage is made

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up of a larger meeting room, the addition of the EOC and State Police which are not in the existing building today. They had a structural engineer review the current building who indicated it is safe but it has exceeded its life expectancy. It will need more and more repairs to remain in use. Its deteriorating and needs to be replaced. It was also noted the structural engineer indicated the storage barn is in extremely poor condition and should be taken down before it falls down. Mr. Keithan noted the TOC feels the EOC should be located in the Town Hall and not in a remote building that is not immediately identifiable to the public. If there was a disaster the public would most likely come to the Town Hall for help. Mr. Keithan noted the majority of the TOC felt voting should be incorporated into the Town Hall because of potential security problems. How long will schools continue to allow voting to be held in the schools? Potential changes in voting rules may cause additional conflicts and days. There are more needs now with voting then in the past and KES is more difficult to schedule. By adding 300 square feet to the building's main meeting room would allow for more options. Mr. Keithan noted the majority agreed with the minority that the BOS/BOF should be aware that eliminating the capacity for voting and reducing the size of the EOC would reduce the price by \$250,000. Don McDougal, Director of Emergency Management, also expressed his concern with a smaller EOC.

Mr. Keithan noted in summary the TOC has looked at 5 different options. The TOC recommends Plan C which is a two story building of 12,773 square feet, 3,673 square feet more than the current building but 1,646 square feet smaller than the rejected building in 2012. The Committee also feels the new town hall should incorporate all current functions in the Town Hall, a meeting room sized to accommodate larger town meetings and voting, provide additional meeting space for community meetings, a new EOC (which has a \$500,000 grant associated with its construction), provide space for a new State Police Office with a secure and somewhat private entrance and circulation space and elevator to access both levels. The TOC recommends the removal of the existing modular buildings and replacing them with a new two story permanent structure, expanding the Town Hall in an easterly direction precluding conflicts with the KVFD, build a structure to take advantage of site grades and reduce site improvement costs by reusing many of the current features. Those KVFD conflicts were critical in the TOC's final recommendation.

Mr. Keithan noted time is not on our side. Construction costs are rising. Escalation is expected to rise and possibly accelerate in the future. Bonding is at an all time low so the Town should take advantage of this. There is a grant for the EOC in the amount of \$500,000 which could be lost if the Town doesn't work

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quickly and if the State decides to take it back.

In conclusion, Mr. Keithan noted the TOC believe they have completed their charge given to them by the BOS and the voters of the Town. They have recommended a design for the construction of a new town hall addition to replace the present temporary structure. The TOC also believes it has addressed the concerns of the voters which were too big (size has been reduced by 11%), too expensive (construction costs reduced by \$800,000), too elaborate (proposal is for a wood framed building with simple elements and equipment) and bad economy (while not completely recovered, economy is better today than it was in the spring of 2012). Mr. Keithan notes the TOC requests from the BOS/BOF \$2.7 million to complete the project (\$3.4 - \$500K Grant - \$200K for fees). This is \$800,000 or 22% less than the original project. The TOC requests the BOS/BOF support this project and take it to a Town Meeting vote.

B. UPSEU Contract

First Selectwoman Iino reviewed the changes to the UPSEU Contract regarding pension benefits, employee contribution for health insurance benefits and wage increases at 2%, 2¼ and 2¼ for the next 3 years. Motion by Annino, second by Dudek, to approve UPSEU Contract. Voting in favor - Annino, Dudek, Iino. Opposed - none. Motion Carried.

C. Employee Manual

First Selectwoman Iino noted the Employee Manual needed to be changed to parallel the new Contract. The following changes are being done - effective July 1, 2013, the employee's share of the health insurance benefits cost increases from 13% to 14%, any new employee hired on or after July 1st who is eligible for pension benefits will be enrolled in a defined contribution plan, rather than the current defined benefit plan and the weekly payroll schedule is being changed to a bi-weekly schedule effective September. Motion by Iino, second by Dudek, to approve amendment to Employees Manual as outlined above. Voting in favor - Iino, Dudek, Annino. Opposed - none. Motion Carried.

D. June Town Meeting

1. Town Capital Plan
2. Neighborhood Assistance Act
3. HK Recreation Authority Appointments

The Legal Notice for the Special Town Meeting and Public Hearing was reviewed. Selectman Dudek noted these two items (Town Meeting and Public Hearing) need to be

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segregated and not listed as one item. The Public Hearing should be held first and then the Town Meeting following the hearing. There was a brief discussion regarding each of the items mentioned for the Town Meeting.

E. Reschedule Next Board of Selectmen Meeting

There was a brief discussion about rescheduling the next Board of Selectmen Meeting. Date is still to be determined.

F. Two Eagle Scout Letters

Motion by Iino, second by Annino, to send two letters of congratulations to Eagle Scouts Erik Benjamin Toman and Peter Keith Brandon from the Board of Selectmen. Voting in favor - Iino, Annino, Dudek. Opposed - none. Motion Carried.

10. CI Comments

There was a brief discussion regarding Valley Shore and what the 911 Commission is requesting. First Selectwoman Iino noted they are trying to get each town do a letter in support of not being based on the number of towns but rather on the number of calls.

First Selectwoman Iino noted the Community Healthy Kids is producing some signs the Killingworth residents can put up. They will be available for sale in the Town Clerk's Office to show support for the town's grads.

First Selectwoman Iino noted there needs to be a Library RFP for the trim and roof. The Town Engineer has recommended an architect to draw up the RFP.

11. Selectmen's Comments

Selectman Dudek noted the Legislature passed a Bill stating Towns no longer have to bid at low levels.

12. Adjournment

Motion by Annino, second by Dudek, to adjourn at 9:05 PM. Voting in favor - Annino, Dudek, Iino. Opposed - none. Motion Carried.

Respectfully submitted,

Judith R. Brown

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Judith R. Brown, Recording Secretary