

**Killingworth Board of Selectmen  
Regular Meeting, July 22, 2013  
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1. Call to Order

The Killingworth Board of Selectmen held its regular meeting on Monday, July 22, 2013, at the Killingworth Town Office Building, 323 Route 81, Killingworth, Connecticut. In attendance were First Selectwoman Catherine Iino, Selectman Fred Dudek and Selectman Louis Annino, Jr. First Selectwoman Iino called the meeting to order at 7:04 PM.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

**Motion by Iino, second by Dudek, to add two items to the agenda 1) approval of amended minutes of special meeting of June 17, 2013, and 2) issue bid for the Library roof and trim. Voting in favor – Iino, Dudek, Annino. Opposed – none. Motion Carried.**

4. Visitors' Comments

Board of Education Liaison

Susan Dean gave an update from RSD17 Board of Education. Ms. Dean noted she learned today there is a good chance they will receive 40% reimbursement on the security items that have been proposed and passed and those should be up and running by the beginning of school.

Susan Dean noted she was very impressed with the Awards Ceremony held in June when the top ten scholars for the Class of 2013 were announced. The Valedictorian was Peter Brandon and the Salutatorian was Carter Sullivan.

Susan Dean noted the Healthy Community Healthy Kids held a big fund raiser in September. They also had a whole list of accomplishments for the year.

Susan Dean noted the Columbia University Workshop has been completed and 90% of staff have been trained.

3. Approval of Minutes – July 8, 2013 and Amended Minutes of June 17, 2013

**Motion by Iino, second by Dudek, to approve July 8, 2013 Minutes as written. Voting in favor – Iino, Dudek, Annino. Opposed – none. Motion Carried.**

**Motion by Iino, second by Dudek, to approve Amended Minutes of Special Meeting of June 17, 2013 by appending the two Calls (Public Hearing for 2013 Neighborhood Assistance Act Program and Call for Special Town Meeting of June 25, 2013). Voting in**

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**favor – Iino, Dudek, Annino. Opposed – none. Motion Carried.**

5. Tax Abatements & Refunds – none.

6. Vacancies on Appointive Committees

The following vacancies were 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. Security Update

Selectman Dudek reported on the security update. He noted Valley Shore will pick up the Town Garage at no additional cost. They just need to figure out what type of device is needed to communicate with Valley Shore. Dudek also noted the Town has received 12 smoke detectors for the Town Hall donated by Honeywell. The only cost will be to have them wired into the program panel. Dudek indicated Valley Shore does monitoring for municipalities at no charge. It was agreed to pay the \$200 bill that was currently due.

B. Sheldon Bid

First Selectwoman Iino noted the Board voted to do this at the last meeting but Glenn Johnson had a concern about the 120 days. Glenn Johnson noted the 120 days could push the project out further. There might also be a slight cost increase built into the price as a result. He suggested going with 90 days. The bidding process and period was reviewed. It was noted bids could be opened in late August. It was hoped to start construction some time in October, but a Spring construction would be more likely. Selectman Dudek asked how long it would take to review the bids once they come in. Mr. Johnson replied one week. It was noted this has to go to Town Meeting. Selectman Dudek noted the Town Meeting could be held at the end of September. First Selectwoman Iino noted once the bid is awarded, the price is the price. She also noted it would be best to get as much work done in the winter as long as there isn't too much snow. The field will be offline for one season. Mr. Johnson noted they need at least six months for the seed to grow. **Motion by Dudek, second by Annino, to amend the Invitation to Bid for Improvements to Irene Sheldon Memorial Park to say "No bidder may withdraw their bid within 90 days after the actual date of the opening thereof." Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.**

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Mr. Johnson noted a pre-construction meeting would occur one week before the bid goes out. First Selectwoman Iino noted a copy of the bid could be obtained electronically on the Town Website for free or a hard copy at \$50.00. Mr. Johnson noted the bids should be due by August 23, 2013 and opened on August 26, 2013 at the Selectmen's Meeting.

First Selectwoman Iino confirmed the bids will be due on August 23rd at 3:00 PM and will be opened at the Board of Selectmen's Meeting on August 26th at 7:00 PM. She also noted Roger Nemergut has reviewed everything and said it was fine. Iino indicated a date needs to be set for the pre-construction meeting. A list will be kept of who has bid document. Gina Regolo noted the pre-construction meeting is mandatory.

There was a brief discussion regarding the liquidated damages language. Mr. Johnson noted it should be left in just in case.

**C. Town Capital Plan**

The latest Draft of the Town Capital Plan was distributed and reviewed. There was discussion regarding replacement costs. It was noted generally speaking 3% of replacement value is used.

**9. New Business**

**A. Appointment of Veteran's Representative**

First Selectwoman Iino noted Public Act No. 13-34 passed this year and is effective October 1, 2013. She indicated a Town employee needs to be designated as a veterans' service contact person pursuant to this Act. Diane Gladstone, Municipal Agent, has expressed an interest. First Selectwoman Iino noted the Board will take this under advisement and appoint someone prior to October 1st. This item was tabled until the next meeting.

**B. Construction Trailer**

Walter Adametz was present. He indicated First Selectwoman Iino asked him to attend this meeting to discuss the construction trailer. Mr. Adametz reviewed various aspects of the construction trailer as well as driver training. This would require a Class "A" driver's license. Mr. Adametz noted he has an "A" license but the rest of the Public Works employees have a "B" license so they will have to take the training and a test at DMV. He also noted the Town of Haddam has a couple men that will take the training and there may be a couple of firemen also. Mr. Adametz noted he was comfortable with this. It was noted bids may come in lower than the \$20,000 put in the budget. Mr. Adametz was given the go ahead to get the construction trailer and will prepare the spec sheet for the bid.

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C. Issue Library Bid for Roof and Trim

First Selectwoman Iino noted an architect was hired to do the bid. They discussed qualifications and reviewed the plans for the roof and trim. It was noted insulation panels would be installed. The architect had noted it won't make a huge difference in the winter but it will during the summer with the air conditioning. The type of materials was reviewed. There was discussion regarding pre-qualifying people. First Selectwoman Iino noted her concern with pre-qualifying was time. Selectman Annino noted he would pre-qualify contractors to make sure no one bids that they are not comfortable with. He also suggested asking for 5 references. There was discussion regarding the "Owner's Rights" paragraph. Selectman Annino reiterated he would pre-qualify and make certain the Town is comfortable with experience, reputation, warranty, etc. **Motion by Dudek, second by Annino, to go forward with the bid process and approve the Invitation to Bid for the Killingworth Library Roof and Trim amended as follows – "OWNER'S RIGHTS". The Town intends to award the bid to the most qualified contractor for each project. The Town reserves the right, however, at its sole discretion, to refuse any and all bids for any reason whatsoever if deemed in the best interest of the Town, and to waive informalities and irregularities. The Town specifically reserves the right to reject the lowest bid." Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.**

10. CI Comments

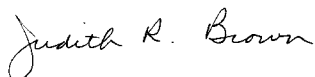
First Selectwoman Iino noted the equipment for the Auction is ready to go.

11. Selectmen's Comments – none.

12. Adjournment

**Motion by Annino, second by Dudek, to adjourn at 8:10 PM. Voting in favor – Annino, Dudek, Iino. Opposed – none. Motion Carried.**

Respectfully submitted,



Judith R. Brown, Recording Secretary