

1. Call to Order

The Killingworth Board of Selectmen held its Regular Meeting on Monday, February 24, 2014, 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.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Motion by Iino to add New Business Item 9E. Issuance of 3 RFP's to the Agenda. Voting in favor – Iino, Dudek, Annino. Opposed – none. Motion Carried.

3. Approval of Minutes : February 10, 11, 18, 20

Motion by Dudek, second by Annino, to approve February 10th, 11th, 18th and 20th Minutes, all as written. Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.

4. Visitors' Comments

Jeannie Young, new Board of Education liaison to the Board of Selectmen, introduced herself noting she was excited to be able to do this. She indicated the BOE is heading into the budget season. The presentation of the budget will be on March 4th. On March 12th, there will be a joint meeting with the Boards of Finance and Selectmen from both Killingworth and Haddam. First Selectwoman Iino noted she would not be able to attend on March 12th and urged Selectmen Dudek and Annino to attend if possible. First Selectwoman Iino asked if there was any progress for solar installation at the Middle School. Ms. Young replied she wasn't sure as it was going to be very pricy. She would check and report back. Selectman Annino noted Jamie Lehane had been working on a Capital Maintenance Plan and asked if there was such a plan in place. Annino further noted Mr. Lehane was very integral on having the rotational plan and having it continue. Selectman Annino asked Ms. Young to bring that message back to the Board of Ed. He also stated at some point he would like to see that Capital Maintenance Plan. First Selectwoman Iino thanked Ms. Young for taking on the task of being the Selectmen's Board of Ed Liaison as its very useful.

5. Tax Abatements & Refunds

Motion by Dudek to approve payment of Tax Refund to Joan W. Somerville in the amount of \$105.67. Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.

6. Vacancies on Appointive Committees

The following vacancies were noted as shown on the posted agenda – Emergency Management – 2, Energy Task Force – 7, Health & Safety – 1, Open Space – 1,

Parmelee Farm – 4, IWWC – 1.

7. Appointments

Motion by Iino, second by Annino, to appoint Eric Donovan Couture to Energy Task Force for a term ending 12/31/2014. Voting in favor – Iino, Annino, Dudek. Opposed – none. Motion Carried.

8. Old Business

A. Capital Projects Review

First Selectwoman Iino noted this will become a regular item on the Agenda so various issues can be discussed. She reviewed the Transfer Station Facilities Upgrade being planned for this Spring. The pre-audit YTD balances were reviewed. Storm Water Management was briefly reviewed.

B. Year-to-date Operating Budget Review

First Selectwoman Iino noted the Town has spent \$248,282.47 for snow removal which is way over the \$170,000 budgeted. This figure doesn't include fuel costs for the trucks. Selectman Annino asked how this compared to last year. First Selectwoman Iino indicated we were way over last year as well, but received FEMA money. There was a brief discussion regarding the recent purchase of two plows.

9. New Business

A. Emergency Operation Center Report

First Selectwoman Iino noted David Gross was asked to look at alternative approaches for creating a new Emergency Operations Center. Mr. Gross reviewed the State requirements for an EOC, all of which have to be able to withstand a Category 3 Hurricane. Some options were 1) original Town Office Building addition, 2) next door at the barn, and 3) at the Fire House in the area of the middle meeting room, second floor. The problem with option 3 is that it is not structurally sound enough for a Category 3 Hurricane. The building would have to be reinforced and ADA requirements would have to be met on the second floor.

Mr. Gross noted the barn next door seems to be the most suitable location. Because of the pitch of the land it could accommodate a two level structure. There could be a basement level with access to the east side of the building. Mr. Gross explained the second level directly above the basement level could include renovation of the barn as a community center. He also noted because it is an EOC, it doesn't have to be elaborate in appearance. The most cost effective method would be precast units. Mr. Gross reviewed in detail how the precast units would work.

There was discussion as to whether or not there would be a need to hire an architect or engineer to put together a plan and bid it out. It was felt that would run the project over \$500,000. In any event a project manager would be necessary.

Selectman Dudek asked if the EOC could be built and renovate the barn later. Mr. Gross replied yes as the EOC would meet all the utility needs of the barn.

There was discussion regarding the process and materials for renovation of the barn as well as square footage. Mr. Gross noted the structural integrity of the barn would have to be checked and an EOC specialist would have to put together a plan.

There was also a suggestion to investigate moving the barn to Parmelee.

Further discussion ensued relative to the precast units, cost of the project, timing of the STEAP Grant (how long does it last), and architect vs. engineer.

It was agreed Mr. Gross will come back in about a month when he gets a proposal with a firm number for putting a shell in place.

B. Nutmeg Network Regional Performance Incentive Program Resolution

First Selectwoman Iino noted the State is making a big push to get towns to sign on to the Nutmeg Network of the State Fiberoptic Network. She noted an application has been submitted to be part of this and receive funding for materials and equipment and also the work to hook up. This would enable the Town to get rid of Comcast and get a more stable and higher quality system. Iino stated Killingworth has a high chance of receiving this funding. This would also include a fire wall. First Selectwoman Iino noted in order to complete the application process, the Town must adopt the Resolution of Endorsement for the Regional Performance Incentive Program. **Motion by Dudek, second by Annino, to adopt the Resolution of Endorsement for the Regional Performance Incentive Program. Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.**

C. Commercial District Committee

First Selectwoman Iino noted Chairman Lentz from Planning & Zoning has suggested there be an exploratory committee and then after that a larger committee that would work on regulations that would then be submitted to P&Z. Planning & Zoning would have a member on this larger committee. Iino noted she would like to look at the whole area to see what could be done to make it a stronger commercial area for the Town.

Selectman Annino felt this belongs with Planning & Zoning as any changes would have to be embedded into the regulations. There needs to be a revamp of existing commercial regulations or the establishment of an entire new zone that would have a little more freedom of design.

First Selectwoman Iino noted if Planning & Zoning were to undertake such a thing there would have to be a staff person such as a planner. The Town currently does not have such a person. Annino suggested hiring a planner to do this specific task.

He also suggested perhaps there might be grant money available to hire such a person. First Selectwoman Iino suggested getting someone to do a needs review first. There are a lot of vacancies in the commercial zone and a lot of traffic on Route 81 but nothing for people to stop at. There is nothing cohesive about that district and steps need to be taken to make it a much more identifiable center for the town. Perhaps there should be a common theme throughout the whole area.

D. Tour de Cure

Motion by Annino, second by Dudek, to approve the request of the American Diabetes Association to allow the Tour de Cure on June 8th. Voting in favor – Annino, Dudek, Iino. Opposed – none. Motion Carried.

E. Issuance of 3 RFP's

Motion by Dudek, second by Annino, to issue Request for Proposal for Turf Maintenance for the Killingworth Recreational Park. Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.

Motion by Dudek, second by Annino, to issue Request for Bids for Street Sweeping. Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.

Motion by Annino, second by Dudek, to issue Request for Bids for Screened Sand for Snow and Ice Control. Voting in favor – Annino, Dudek, Iino. Opposed – none. Motion Carried.

It was also noted the Town is seeking proposals for mowing the seven Town-owned cemeteries for the years 2014 and 2015 (2 year contract).

10. CI Comments

First Selectwoman Iino noted seven responses have been received for the Building Official position. The Board will probably interview a couple of them.

11. Selectmen's Comments

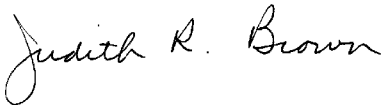
Selectman Dudek noted while he was researching pension documents, someone came in and asked about getting his septic tank pumped. The individual was not happy with the response he received. He was referred to the Land Use Office and told there was no list of approved pumpers and the Town does not make recommendations any more. The Director of Health was not in at the time. Dudek noted if Killingworth is a Town that demands septic tanks be pumped out, it should maintain a list of pumpers. The staff at Town Hall is here to assist the public. Selectman Annino noted he agreed all taxpayers should be treated as taxpayers and perhaps the response should have been that the Town previously had a list but no longer maintains that list.

Selectman Dudek noted he would attend the RSD #17 Budget Meeting.

12. Adjournment

Motion by Dudek, second by Annino, to adjourn at 8:55 PM. Voting in favor – Dudek, Annino, Iino. Opposed – none. Motion Carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Judith R. Brown". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Judith R. Brown, Recording Secretary