

## **MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN**

**Monday, August 11, 2014 7:00 p.m.** Town Office Building

In attendance: C. Iino, F. Dudek, L. Annino, Jr., R. Regolo

Visitors: John McMahon, Board of Finance; Dan Colonia, Park & Recreation

### 1. Call to Order/ Pledge of Allegiance

The meeting was called to order at 7:01 p.m. The Pledge of Allegiance was recited.

### 2. **Motion by Iino, second by Annino, to add to agenda Spot Paving Bid Opening as Old Business Item C. Motion passed unanimously.**

### 3. Approval of Minutes: July 28, 2014

**Motion by Iino, second by Dudek, to approve July 28, 2014 minutes as written. Motion passed unanimously.**

### 4. Visitors' Comments: None at this time.

### 5. Tax Abatements and Refunds

**Motion by Dudek, second by Annino, to issue the following refunds, all for overpayment.**

**Motion passed unanimously.**

Patrick or Elaine Vivero, 38 Buell Hill Road: \$164.20

Elizabeth A. or James P. Smith, 401 Route 148: \$18.50

Terrence W. Doyle, 5 Wellsweep Lane: \$229.60

Robert F. or Toni L. Judge: P.O.Box 715: \$18.00

Lynellen or Howard J. Alger Sr.: \$5.52

Roger W. Bryson Jr., P.O.Box 784: \$28.55

### 6. Appointments/Vacancies on Appointive Committees

No appointments were made. Vacancies remain as follows: Emergency Mgt.(3), Energy Task Force (4), Open Space (1), Parmelee Farm (3), IWWC (1)

### 7. Old Business

#### A. Capital Projects Review

Iino reported on pending projects including the receipt of a \$15,000 grant from the USTA for courts at Sheldon Park, which is 50% more than their usual maximum amount. [Note Park and Rec. chair D. Colonia expanded on this later in meeting.] Parker Hill Road project is progressing, town engineer to make recommendations in September. Annino was assured that engineered drawings would be provided for bidders. He reiterated his concern about similarly preparing for future projects—even those 2-3 years down the line, so that we can hit the ground running as soon as funds become available each July 1. Regolo cited projects on multi-year plan to consider in this manner. Other capital projects discussed included fire suppression tank at Maple Hill, fire training building (Chief Bauer projects groundbreaking late fall/spring), chip sealing, Lovers Lane, town office building. Despite \$66K in change orders, work at Sheldon is at this moment projected to come in under budget by \$33K.

#### B. Year-to-date Operating Budget Review

Foreman Adametz has requested sending crew for upgraded CDL training (3 days of training including the test at a cost of nearly \$1,000 apiece.) Selectmen asked to see syllabus before approving expenditure.

**Monday, August 11, 2014 7:00 p.m.** Town Office Building

C. Spot Paving Bid Opening

Bid packages from RFP for Spot Paving were opened. Dudek and Annino recommended including actual roads in future bid specs to enable more accurate bid evaluation. Bids will be passed along to Road Foreman for review. Bid results:

	<b>COMER CONTRACTING</b>	<b>B &amp; W PAVING</b>	<b>AMERICAN ASPHALT</b>	<b>B &amp; L CONSTRUCTION</b>
A) Daily Rate	\$6950	\$7959	\$4650	\$5195
B) Hourly Rate	\$ 174.50	\$400	\$2800	\$250

8. New Business

A. Revisions to charge to the EOCBC

**Motion by lino, second by Dudek to add the following to Item 2 of the Charge to the Emergency Operations Center Building Committee:**

- a. Investigate the feasibility and cost of an emergency power generator that could serve the Town Office Building as well as the EOC;*
- b. Investigate the feasibility and cost of a new well to serve both the EOC and the Town Office Building;*
- c. Propose a plan for site work for the town campus that will improve traffic flow around and utilization of the EOC.*

**Motion passed unanimously.**

B. Stipend for Administrative Assistant to the Selectmen

Last meeting in Selectmen’s comment, Dudek, noting that meetings were running very long, raised the question of a stipend for administrative assistant in keeping with previous town policy.

**Motion by lino, second by Annino, that the town compensate the Administrative Assistant to the Selectmen \$150/quarter for fiscal year 2014-2015.** Discussion followed.

**Dudek amended the motion, second by Annino to amend the motion to read \$210 instead of \$150**  
**Motion passed unanimously.**

9. First Selectwoman’s Comments

- Assessor/Land Use joint project revealed many open permits (without C.O.’s, certificates of completion etc.) lino to meet with Building Official on how to address. Annino asked for a monthly list of open permits.
- lino, along with the Comm. of Agriculture, Land Trust, Eric Auer, Congressman Courtney and the rest of the congressional delegation have all come out in support Keith Bishop’s efforts to revive the former Evarts cranberry bog which has come under scrutiny by the Army Corps of Engineers.
- The town needs regular eligibility reporting by fire and ambulance squads. Regolo needs regularly updated roster on record in order to maintain life insurance policies, etc.

**Monday, August 11, 2014 7:00 p.m.** Town Office Building

- In recognition of town's meeting clean energy milestones, CEFIA will award a \$5000 grant.
- Streetlights, traffic lights and parking on Route 81 at Stevens road was discussed
- Letters have been sent to affordable housing homeowners asking for list of improvements made next step: official maximum assessment will be determined.

10. Selectmen's Comments

Dudek reported on progress made by Joint Compensation Committee. Committee asks 1<sup>st</sup> Selectwoman to distribute job description template to employees and elected officials. Annino noted that this data, along with outside salary survey will help committee determine baseline and will be valuable moving forward. Templates to be returned by Sept 21.

11. Adjournment

**Motion to adjourn by lino, second by Annino, at 8:10p.m. Motion passed unanimously.**

Respectfully submitted by Elizabeth Doyle Disbrow, Recording Secretary on 8/13/14.