

In attendance: lino, Dudek, Annino, Jr., Regolo

Visitor: Richard Bauer, KVFC

1. The meeting was called to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Approval of Minutes: July 27

Motion by Dudek, second by Annino, to approve minutes of July 27, 2015 as written. Motion carried unanimously.

3. Visitors' Comments: see 7A

4. Refunds and abatements

REFUNDS – ALL FOR OVERPAYMENT:

Name	Address	Amount/Reason
1. Shirley T. Birkmeyer	14 Cow Pen Hill Rd.	\$91.83/ COC#06334M
2. Dorothy F. or Vito J. Laudicina	58 Kelseytown Rd.	\$33.55/ COC#06343M
3. Adam L. Richwine	66 Blueberry Hill Reserve	\$7.35/ COC#06354M
4. Simply Seafoods LLC or Jeffrey Cowan	25 Laurel Ridge Trail	\$245.11/ COC#06400M
5. Howes Architects LLC or Howard Howes	PO Box 706	\$10.60/Overpayment
6. Charles E. Gill	136 Route 81	\$5.10/COC#06395M
7. Norma Charley	35 Woodland Trail	\$10.93/COC#06394M
8. David G. or Mary E. Locke	54 Schnoor Rd.	\$7.59 /COC#06370M
9. Drew P. Sassi	282 Cedar Lake Rd.	\$439.67/COC#06247M

Dudek moved, with second by Anino, that the refunds follow their normal course. Motion carried unanimously.

5. Vacancies on appointive committees: (No appointments)

Vacancies remain as follows: Conservation Commission (1) Emerg. Mgt (3) Energy Task Force(5) IWWC (1) Open Space (2) Parmelee Farm (3) Planning and Zoning Comm. Alternate (1) Public Health Agency (2)

6. Old Business

A. Capital projects review: Town project at Parker Hill Road is on schedule. [State project on Route 148 at Bunker Hill bridge, however, is not and now has a projected completion date of Sept. 14. lino insisted contractor work directly with RSD17 to work out accommodations for affected school bus routes, and it was decided that contractor will pay \$600 per day for extra school busses.]

lino looked at detour at County Road in response to resident calls/increased traffic, and has contacted the Town of Madison about inadequate mowing on the Madison portion of the road.

Preparations for Burr Hill Road project are underway, BOS should receive paving quote tomorrow. Projected expected to be in October, no road closures are anticipated.

Road survey project also underway. Engineers are proceeding with the first half of town roads, all included in the 10-year capital plan.

Dudek reported on progress and contractor-driven delays with the EOC project. Contractor has not been communicating with Committee, and lino has contacted Netsch about bringing the

construction to completion as soon as possible. Iino met with Engineer Harkin regarding paving portion of the project. There was brief discussion about extending survey to include KAA portion of campus, and about grading of septic area.

7. New Business

A. Invitations to Bid/RFP: Regolo discussed her efforts to use a standard template for all requests for proposals, and her process used to determine whether a project will be bid by RFP or Invitation to Bid. Three projects are scheduled. An RFP will be issued immediately for the installation of vinyl siding at the Killingworth Library; a multi-step bidding process has been suggested by the KVFC for the Fire Training Facility; a new process for Revaluation is also discussed below.

Fire Chief Bauer discussed the unique nature of the proposed fire training facility and recommends that the Town bid the project in steps. The Town will achieve significant savings by acting as its own General Contractor and Clerk-of-the-Works, which would allow the use of a straightforward Invitation to Bid for the first phase of the project, a "kit" of parts (similar to a Butler building) along with plans for the building and its foundation. The next phase would be a bid for site work/concrete, and lastly a separate bid for the erection of the building.

Plans for the kit were provided by a manufacturer utilized by other towns in the state. It is unlikely that there will be many bidders for such a specialized project, and the board deliberated about the best way to proceed. In the absence of a sole source justification option within our bidding regulations, it is likely that this process as outlined will be the way to go. No action was taken.

Assessor Dinnean recently met with Iino and Regolo about planning for the 2016 revaluation. The revaluation process has changed and can be streamlined to achieve significant savings. In the past the Town relied on outside vendors for software, data collection, analysis and more. More of the project can be done in house and Town will likely be able to solicit bids on portions of the project as needed. Dudek emphasized the importance of comprehensive oversight on this project.

Motion by Iino second by Annino to issue a request for proposal for the installation of vinyl siding [including removal of wood siding] on the Killingworth Library. Motion passed unanimously.

B. Cemetery grant

Office of Policy and Management has made the town aware of an opportunity to apply for funding to reclaim neglected cemeteries.

Motion by Dudek, second by Annino to approve the application for a state award under the Neglected Cemetery Account Grant Program. Motion passed unanimously.

C. OSHA Highway compliance

Road crew will invite OSHA to KW to perform courtesy inspections, as has been training in anticipation of visits.

D. AFSCME contract

Motion by lino, second by Dudek that we accept AFSCME contract as ratified by members. Brief discussion followed. **Motion passed unanimously.** It was noted that there was a change in vacation benefit to allow 2 weeks after 1 year of service, and a cap at 4 weeks vacation. lino proposed that the town make the same change for non-union employees.

8. First Selectwoman's Comments

A. lino has met with Verizon regarding the placement of GPS trackers on town trucks.

B. Streetlights: lino has met with outside agencies regarding more cost-efficient ways to maintain and operate street lights in town. There was brief discussion regarding cost savings of changing to LED and utilizing group buying options with other towns in the COG. Next step, lino to meet with EverSource.

C. 571 Route 148 There was brief discussion regarding possible sale of property to recoup lawyer fees and tax abatements.

D. Michael Venuti has asked to meet with the Board of Selectmen in executive session regarding the possibility of the town acquiring the family property. The Selectment felt that this matter properly belonged with the Open Space Committee before it comes back to the BOS. The Selectmen briefly discussed filling vacancies on the Open Space Committee.

9. Selectmen's Comments

A. Annino asked that the Health Director follow up with HKMS on whether required septic system testing and reporting is being done. Also re: HKMKS, Annino noted that nets along Route 81 are torn, posing a safety hazard for motorists. These matters will be brought to BOE representative Jeannie Young.

10 Adjournment

Motion by Dudek, second by Annino, to adjourn at 8:02 p.m. Motion passed unanimously.

Respectfully submitted by Elizabeth Doyle Disbrow on August 25, 2015