

**Minutes of the
MEETING OF THE BOARD OF SELECTMEN
Thursday, February 7, 2019 @6:00 p.m.
TOWN OFFICE BUILDING**

First Selectwoman Catherine Iino called the meeting of the Board of Selectmen to order at 6:03 pm. In attendance were Selectman Lou Annino, Jr., Selectman Nancy Gorski, Finance Director Regina Regolo and Highway Foreman Walter Adametz. Visitors Robert & Marcella Sassi were also in attendance.

Iino shared some additional information from Cathie Jefferson, Zoning Enforcement Officer, regarding the Buell Hill and Beaver Dam subdivision, the bonds and the conditions of the roads. Iino explained that according to Jefferson, the roads became the responsibility of the town when the permit for the subdivision expired in October 2018. The roads cannot be officially accepted by the town until they have been completed to town specifications. Completion of the roads is supposed to be covered by a bond from the developer; in 2015, the Planning & Zoning Commission accepted liens on two of the lots in lieu of the bond. The town is in the process of arranging conveyance of these lots and one other. We have assumed the responsibility for plowing. Annino asked for a legal opinion with regard to the process and timeline. He expressed concerns about the process in general; the need for additional checks and balances, and an accounting of what other financial exposures exist.

Highway Foreman Walter Adametz reviewed his capital request for 19/20:

- He has requested a Large All Season Dump, Plow & Sander for \$175,000, in accordance with the long-range plan.
- He has eliminated his initial request for the \$45,000 all-season dump body replacement, and opting to increase "Equipment Refurbishment" line in the operating budget by \$12,000 to cover the cost of repairs.
- He proposed the purchase of a used over-the-guardrail mower that is more heavy duty and better suited to cutting brush behind the guardrails than our current mower, which is really meant for grass. If purchased new, the same machine would cost \$120,000. This unit would cost \$25,000 plus the trade of the old unit.
- He has requested a generator for the Public Works garage to replace one that failed last month. After some discussion, the board agreed to pursue a solution in this fiscal year rather than wait until July 1st. This matter will be taken up at a future meeting.
- He noted that the chip-sealing program is in line with the MCYIP from last year, except for the addition of Spencer Hill and Granite Hill.
- With regard to the proposed paving, reclaiming, or overlaying projects, he explained that the projected costs provided by the Town Engineer covered only paving and did not include

such costs as drainage structures or curbing, which added to the estimated expense. lino reported that she has asked the Town Engineer to revise the road survey results to include those costs.

- Two bridge projects of some urgency that were not included in the MYCIP have been added to the budget. Two bridges were brought to the town's attention by the State following its most recent bridge conditions survey. Repair to a bridge on Roast Meat Hill Rd will be covered by the town's operating budget and is estimated to cost about \$15,000. The more significant bridge project is on Emanuel Church Road. If repaired conventionally, the cost could be up to \$300,000. If we are able to reline it, the expense will be much less. Adametz expects a further refinement of that estimate from the town engineer. lino mentioned that there may be financial assistance available from the state for bridge projects.
- The failed subdivision at Deer Ridge has resulted in incomplete roads – Beaver Dam and Buell Hill - becoming the responsibility of the town. We expect that the value of three lots to be conveyed to the town will offset the estimated cost of \$197,198 & \$97,798. Additional information and clarification by town counsel will be provided in near future.

Adametz presented his request for one additional full-time employee. He reminded the selectmen that the staffing levels have been reduced over the years from eight down to three. Work has been contracted out when possible, but last year some maintenance work was not completed due to lack of personnel. He mentioned the need for two-person crews on many projects, and the need for succession planning for the future of the department. The selectmen expressed sympathy but asked Adametz to present a comprehensive labor utilization plan that will both quantify and qualify the need for this additional position, showing the annual workflow as well as the number of hours required for each task. The board is looking to see to what extent the cost of an additional employee would be offset by lower expenses for contracted services or other areas and what improvements in services would result.

Gorsky moved that the meeting be adjourned. The motion was seconded by Annino and approved unanimously. The meeting adjourned at 8:17 p.m.

Respectfully submitted,

Regina Regolo
Acting Recording Secretary