

BOARD OF SELECTMEN  
TOWN HALL ROSE ROOM  
JANUARY 03, 2018  
MINUTES

Present: First Selectman Christine Goupil: Selectmen Carol Walter, Phillip Sengle, Tim Guerra and Jack Scherban

Everyone stood and pledged allegiance to the flag. The meeting was called to order at 8:00 AM.

**VISITORS**

Kirk Carr spoke about the upcoming budget.

**APPROVAL OF MINUTES –DECEMBER 27, 2017**

Walter made a motion, seconded by Scherban to approve the minutes from December 27, 2017. The motion was unanimously approved.

**RESIGNATIONS AND APPOINTMENTS**

Walter made a motion, seconded by Scherban and unanimously approved the resignation of Richard Saunders as Shellfish Warden.

The board received a request from the Democratic Town Committee to appoint John Allen Walker as the Shellfish Warden. Goupil asked that this appoint be tabled to allow for clarification from our town attorney. Walter made a motion, seconded by Guerra to table this appointment. The motion was unanimously approved.

**VOLUNTEER FIRE DEPARTMENT EXEMPTION PROGRAM**

Walter made a motion, seconded by Scherban to accept the 2017 Tax Abatement List as presented. The motion was unanimously approved.

**HISTORIC PRESERVATION GRANT**

The Town Clerk's Office was awarded the Historic Documents Preservation Grant in the amount of \$4,000. Walter made motion, seconded by Scherban to accept the Historic Documents Preservation Grant in the amount of \$4,000 and send it to the Board of Finance. The motion was unanimously approved.

**AUTHORIZING RESOLUTION SUPPORTING PARTICIPATION IN THE SUSTAINABLE CT MUNICIPAL CERTIFICATION PROGRAM**

Walter made a motion, seconded by Scherban and unanimously approved the authorizing Resolution supporting participation in the Sustainable CT Municipal Certification Program.

**AUTHORIZING RESOLUTION**

**Town of Clinton**

Resolution Supporting Participation

In the Sustainable CT Municipal Certification Program

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: Sustainable CT communities strive to be

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thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment.

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities.

WHEREAS, Clinton embraces an ongoing process of working toward greater sustainability, selecting which actions it chooses to pursue from the voluntary menu of actions provided by Sustainable CT.

RESOLVED, by the Board of Selectmen of the Town of Clinton that we do hereby authorize the First Selectman to serve as the Town of Clinton's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorize her to complete Municipal Registration on behalf of the Town of Clinton.

RESOLVED, that to focus attention and effort within the Town of Clinton on matters of sustainability, and in order to promote the Board of Selectmen local initiatives and actions toward Sustainable CT Municipal Certification, Board of Selectmen establishes an advisory Sustainability Team [OR revises role of Existing Committee to serve as a Sustainability Team].

RESOLVED, that the first meeting of the Sustainability Team must be held within 90 days of passing this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than quarterly.

RESOLVED, that the Sustainability Team shall report annually to the Board of Selectmen on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available.

### **BUDGET REPORTS**

Goupil reported that 4 of the union contracts are up for renewal in July of 2018 and the Police Contracts still haven't been settled. At this time the budget will reflect no increase in salaries until the contracts have been approved.

#### Selectman Budget

- Total budget request - \$171,818 which represents no increase at this time.

#### Finance

- It/Technology Maintenance increased from \$18,600 to \$34,400. This is the town's yearly maintenance cost for the SunGard system.
- The Finance Director's salary was increased in order to acutely budget for the new hire position.
- Total budget request - \$303,886 which represents an increase of \$35,510

#### Election & Meetings – June Hansen & Peter Giannotti

- Total budget request - \$34,914 which represents a decrease of \$100

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Human Services – Elizabeth Carpenter (acting chairman)

- Carpenter requested to increase P/T Social Services Assistant by 2.5 % plus increase hours during the mid-Nov. through Dec. time frame.
- Social Services Coordinator salary was increased to rectify the incorrect amount listed in the 2017-18 budget
- The department received a \$14,000 grant
- Total budget request - \$274,022 which represents an of \$5,836

Town Clerk – Sharon Uricchio

- Assistant Town Clerk's salary increased due to a step up in the union contract.
- All other line items remained flat
- Total budget request - \$161,232 which represents an increase of \$1,820

Assessor – Donna Sempey

- There was an increase in Other Prof/Tech Services and IT/Technology Maintenance
- Other Profession Services can be dropped from \$5,000 to \$3,000
- The Grand List will be completed by January 31<sup>st</sup>
- Total budget request - \$185,926 which represents an increase of \$3,092

Tax Collector – Melanie Yanus

- Other Professional Services show a decrease of \$500
- General supplies decreased by \$200 and Dues and Fees decreased by \$100
- Assistant Collector's salary shows an increased due to an error in last year's budget when the salary was calculated
- Total budget request - \$157,257 which represents an increase of \$1,520

Probate Court

- Total budget request \$4,624 which represents no increase at this time.

Inland Wetlands Commission – Eric Knapp

- Total budget request - \$79,088. All line items remain the same as last year.

Zoning Board of Appeals – Eric Knapp

- Total budget request - \$4,650. All line items remain the same as last year.

Planning & Zoning – Eric Knapp

- The First Selectman added a Director of Planning position for \$70,000.
- Other Professional Services was reduced to \$20,000 due to the new Director of Planning position.
- Other Items line item was increased from \$1,000 to \$3,000. This will allow Knapp to print the maps and regs twice a year instead of just once.

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- Knapp recommended increasing training from \$1,000 to \$3,000
- Total budget request - \$205,238 which represents an increase of \$43,727

Building Department – Ed Smith

- Training & Code Books was increased from \$500 to \$1,200. The state is in the process of updating the code books.
- Software Maintenance was decreased from \$6,200 to \$2,000. The \$6,200 included purchasing the software. \$2,000 represents the software maintenance.
- Total budget request - \$121,568 which reflects a decrease of \$3,999

**SELECTMEN'S REPORTS**

Reported by Scherban

- State Budget Update
- Scherban is scheduled to attend the CCM Legislative Committee meeting on Thursday, January 4<sup>th</sup> in Rocky Hill.

Reported by Guerra

- Walter was scheduled to attend the January 6<sup>th</sup> CCM workshop on Municipal Budgets. The workshop is full and they are not accepting any waitlists. Walter gave up her seat so Guerra can attend.

Reported by Sengle

- Sengle is attending the January 6<sup>th</sup> CCM workshop.
- Sengle was appointed as the Blight Hearing Officer two years ago. Sengle felt it might represent a conflict and recommended appointing someone else as the Blight Hearing Officer.
- The Police Commission will review the department's budget at their board meeting on Monday night. New officer Brymer is now in his field training for 10 weeks.
- Attended last night's Board of Education meeting

Reported by Goupil

- The town was awarded a grant for a waste water system site investigation at Unilever
- Letters were sent to a number of representatives regarding the Department of Transportation's cuts in rail transportation. DOT recently unveiled the final design of the new station. Goupil is urging representatives to protect the project's funding and complete the work that has long-delayed.

**ADJOURN**

Walter made a motion, seconded by Scherban and unanimously adjourned the meeting at 10:00 AM.  
Respectfully submitted,

Mary Schettino

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Administrative Assistant