

BOARD OF SELECTMEN  
TOWN HALL ROSE ROOM  
JANUARY 10, 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 7:00 PM.

**VISITORS**

Nobody wished to speak at this time.

**APPROVAL OF MINUTES –JANUARY 03, 2018**

Sengle made a motion, seconded by Scherban to approve the minutes from January 3, 2018. The motion was unanimously approved.

**RESIGNATIONS AND APPOINTMENTS**

Walter made a motion, seconded by Scherban to add to the agenda the appointment of Litsa Aniskovich to the Human Services Advisory Board. The motion was unanimously approved. Sengle made a motion, seconded by Scherban to appoint Litsa Aniskovich (R) to the Human Services Advisory Board for a term until June 30, 2020. The motion was unanimously approved.

The following board members were appointed as liaisons by the First Selectman.

- Board of Education – Phil Sengle
- Public Works Commission – Carol Walter
- Economic Development Commission – Tim Guerra
- Planning & Zoning Commission – Christine Goupil
- Police Commission – Phil Sengle and/or Jack Scherban

**BUDGET REPORTS**

WSAM Budget – Peter Neff

- The Repairs & Maintenance line item of \$6,841 was moved to Public Works under Town Hall Building Maintenance. This line item needs to be kept separate per the trust agreement.
- The General Supplies line item of \$12,004 was eliminated from the budget.
- The only thing left in the budget is salaries. There are 3 full time and 2 part time custodians for the town hall and the police department. The senior custodian's salary from town hall was moved into the supervisor position at Public Works. Neff is recommending increasing the full time custodians from 30/35 hours to 40 hours. This will have to be negotiated with the union. They are already working 40 hours with their overtime.
- Total budget request - \$167,116 which represents a decrease of \$74,798

Public Works – Peter Neff

- Several budget line items were restructured to reflect the revised mission of the department. This is the department's first year in managing all town buildings. Some line items reflect a major change due to the realignment of expenses.

BOARD OF SELECTMEN  
TOWN HALL ROSE ROOM  
JANUARY 10, 2018  
MINUTES

- Town Hall Building & Facilities line increased from \$62,700 to \$152,900. \$6,800 was moved into this line item from WSAM Repairs & Maintenance and \$5,500 from service contracts. The Building Supplies line item from the Police Department was also moved into this budget.
- Overtime Snow/Ice decreased from \$55,000 to \$48,000
- Snow Plowing/Sanding decreased from \$48,000 to \$45,000
- Repairs & Maintenance decreased from \$299,523 to \$229,875
- Equipment Maintenance decreased from \$130,000 to \$125,000
- Landfill cost decreased from \$102,000 to \$93,240
- General Supplies increased from \$7,000 to \$10,800
- Diesel – Gasoline Fuel line item decreased from \$125,000 to \$120,000
- Total budget request - \$1,848,398 which represents an increase of \$10,964

Technology Budget – Peter Neff

- The previous full time senior employee has retired and that position has not been filled. The same salary amount was left in the budget as a place holder. The town is receiving services from the Board of Educations until a decision can be made on how to move forward. Neff is also recommending to increase the full time assistant position to 40 hours. This will have to be negotiated with the union.
- Professional Services increased from \$17,235 to \$68,256. This line item includes the cost to manage the network and server support with Omni Data. The Board of Education also covers the cost for Omni Data in their budget.
- Technical Services and Utility Services line items was moved into IT Software and IT Communications.
- \$13,500 for Document Management and \$4,000 for GIS are new line item expenses in this budget. This will be the annual cost for both of these budget items.
- Verizon Wireless – yearly cost includes tablets for the Police Department, Fire Department and Public Works.
- Total budget request - \$388,994 which represents an increase of \$80,954

Water Pollution – Matt Kennedy

- The general supplies line item increased from \$600 to \$1,200.
- Other Items decreased from \$1,500 to \$900.
- Total budget request - \$84,441 which represents an increase of \$381.

Park & Recreation Department – Robert Potter & Joe Schettino

- Part time salary line item increased because the part time custodian was moved back into their budget.
- Equipment line item of \$3,000 was moved into the capital budget.
- Total budget request - \$232,948 which represents an increase of \$10,015

Harbor Commission – Tim Wahl

BOARD OF SELECTMEN  
TOWN HALL ROSE ROOM  
JANUARY 10, 2018  
MINUTES

- All line items were moved in the Public Works budget except for salaries.
- Total budget request - \$33,960 which represents a decrease of \$5,800

Shellfish Commission – Wayne Church

- The total budget request is \$2,770. This includes the cost for travel & transportation of samples, boat gas, commission educational expenses, community outreach, water safety gear and shoreline survey work. A reduction was made to the recreational shellfish program due to state delays. Money will be reallocated in the 2019/20 budget.

**SELECTMEN'S REPORTS**

Reported by Sengle

- Police Commission update

Reported by Walter

- WPC update

Reported by Guerra

- Goupil, Guerra & Sengle attended a CCM Workshop on Municipal Budgets

Reported by Scherban

- State budget update

Reported by Goupil

- Goupil thanked Public Works, Police Department, Fire Department and custodian staff at town hall for all their help and hard work during last week's blizzard
- Governor Malloy recently announced substantial cuts to the State's Special Transportation Fund. As a result of those cuts they have indefinitely delayed the renovations to the Clinton Rail Station. In addition, the town will no longer receive a grant to cover 50 percent of the cost to replace the Pleasant Valley Bridge over the Menunketesuck River.
- The Annual Town Meeting is scheduled for January 29<sup>th</sup> at 6:30 PM in the Green Room of the Town Hall. Guest speaker Duncan Forsyth, Halloran & Sage, were be there to discuss "How to Run a Legal and Effective Meeting". All departments/boards/commission will be asked to provide a report in advance of the meeting.

**ADJOURN**

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

Respectfully submitted,

Mary Schettino

BOARD OF SELECTMEN  
TOWN HALL ROSE ROOM  
JANUARY 10, 2018  
MINUTES

Administrative Assistant