

BOARD OF SELECTMEN
TOWN HALL ROSE ROOM
JANUARY 18, 2017
MINUTES

Present: First Selectman Bruce Farmer; Selectmen, Carol Walter, Lynn Pinder, John Giannotti and William W. Fritz, Jr.

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

VISITORS

No one wished to speak at this time.

APPROVAL OF MINUTES – JANUARY 11, 2017

Pinder made a motion, seconded by Fritz to approve the minutes from January 11, 2017. The minutes were unanimously approved.

RESIGNATIONS AND APPOINTMENTS

Pinder made a motion, seconded Giannotti to accept the resignation of Bradford Sullivan from the Charter Review Commission and Fiscal Task Force. The motion was unanimously approved.

FIRE DEPARTMENT – FINALIZE PURCHASING PLAN FOR SCBA UNITS

Fire Chief Brian Manware and Deputy Chief Mike Neff were present for the meeting. The department is looking to finalize the purchasing plan for the Self Contained Breathing Apparatus (SCBA) units. Funding for these units were approved with the last bonding package. The department has also applied for a grant to help offset some of the cost. The department is looking to stay with the Scott Safety SCBAs. Shipman's Fire Equipment is a single source supplier for Scott Safety and its product lines. Fritz made a motion, seconded by Giannotti to approve the purchase of the SCBA units from Shipman's Fire Equipment, a single source distributor, and to forgo the bidding process. The motion was unanimously approved.

POLICE DEPARTMENT – VEHICLE LEASE PROGRAM

Police Chief DeMaio and Police Commission Chairman Peter Niles presented the Vehicle Lease Program. The primary objective of the purposed lease program is to control the overall cost of operating and maintaining their fleet of emergency response and administrative vehicles. This would also reduce the cost of fleet operations for acquisitions & maintenance. These vehicles would be leased/purchased in the beginning of the program and then purchased outright as the program progresses. The older vehicles are rotated out of the program. Most maintenance issues would be covered under the warranty. The fleet rotation schedule would be for a ten-year period. The department has \$27,000 in CEC for fy16/17 and \$7,500 for equipment. No additional money is being requested at this time. DeMaio would be working with what is already in this year's budget. The fleet rotation schedule for this year would be 2 marked and 1 admin vehicle. Pinder made a motion, seconded by Giannotti to approve the Vehicle Lease Program. The motion was unanimously approved.

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BUDGET REPORTS

Selectman Budget

- General supplies were reduced from \$2,500 to \$2,000
- The only increase was in the clerical and selectmen's salary
- Total budget request - \$174,009

Finance Budget

- Postage line item was increased by \$200
- All other line items remained the same except for salaries
- Total budget request - \$274,296

Election & Meetings – June Hansen

- Certification & Dues line item has decreased from \$3,360 to \$2,000
- Election Workers PT also decreased by \$730
- General Supplies & Canvass Costs showed a slight increase
- Total budget request is \$35,014 which represents a decrease of 4.78%

Town Clerk – Sharon Uricchio

- All line items remained the same except for salaries
- Total budget request is \$159,412

Assessor – Donna Sempey

- Quality Data increase is contractual. Sempey said the request can be reduced from \$10,612 to \$9,400
- Increase in salaries is contractual.
- Total budget request - \$185,896

Tax Collector – Melanie Yanus

- Quality Data increase is contractual.
- All other line items remained the same except for salaries.
- Total budget request is \$155,737

Probate Court

- Total budget request is \$4,524. This budget reflects no increase at this time.

Economic Development Commission – John Allen

- A letter of support from EDC regarding the complete development of the Greenway through Clinton was read into the minutes.
- The commission's total budget request is \$58,400 which represents an increase of \$53,400.

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- The budget request includes hiring a part time, proven EDC professional for \$4,000 per month or \$48,000 for the year. It also includes \$4,000 for brochures, an additional \$1,000 to conduct four small business seminars and \$1,000 for website updates.
- Total budget request is \$58,400. The First Selectman reduced the budget to \$7,250.

Inland Wetlands Commission – Eric Knapp

- Total budget request is \$79,711 which represents an increase of only \$2,490. The only increase was in salaries. All other line items remained the same.

Zoning Board of Appeals – Eric Knapp

- Knapp requested an additional \$250 for part time wages – intern line item. All other line items remained the same.
- Total budget request is \$5,150.

Planning & Zoning – Eric Knapp

- Knapp requested \$4,000 for postage. Farmer reduced that request to \$2,000 due to the fact that as of December no money has been spent.
- Knapp requested \$2,500 for Maps & Regulations line item. That request was reduced to \$1,000 due to the fact that as of December no money has been spent.
- Farmer reduced the legal line item request from \$40,000 to \$30,000.
- Total budget request was \$175,961. Farmer reduced the budget to \$162,461.

WSAM Maintenance – Tom Fitting

- All maintenance personal has been added to this budget. One FT and PT from Police and a PT custodian from Park & Rec.
- \$26,026 from the Repairs & Maintenance line item was added to the Public Works Town Buildings and Facilities line item.
- Total budget request is \$246,914

Technology – Chuck Venter

- Communication Services line item decreased from \$7,932 to \$4,433
- Training increased by \$2,235
- Computer Consultant line item decreased by \$9,000
- Software maintenance line item increased by \$5,287
- \$6,475 was added for website management. If any funds are left in capital they need to be carried over.
- Total budget request is \$324,518

Building – Ed Smith

- All line items remained the same except for salaries.

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- There was a discussion on increasing the fees. Smith will submit his recommendations to the board.
- Total budget request is \$125,567

Human Services – Peter Schultheis

- General Supplies line item increased due to the copier contract and additional software.
- All other line items remained the same except for salaries.
- Total budget request is \$268,186

SELECTMEN'S REPORTS

No reports were given at this time.

ADJOURN

Fritz made a motion, seconded by Walter and unanimously adjourned the meeting at 9:30 AM.

Respectfully submitted,

Mary Schettino