

BOARD OF SELECTMEN
TOWN HALL ROSE ROOM
MARCH 20, 2019
MINUTES

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

Everyone stood for the pledge of allegiance. The meeting was called to order at 8:00 AM.

VISITORS

No visitors wished to speak at this time.

APPROVAL OF MINUTES – MARCH 13, 2019

Scherban made a motion, seconded by Sengle to approve the minutes from March 13, 2019. The motion was unanimously approved.

RESIGNATIONS AND APPOINTMENTS

There were no new resignations and appointments at this time.

SHELLFISH REGULATIONS & MOU

The Shellfish Commission reviewed the Recreational Shellfish Regulations pertaining to opening up the shellfish beds to the public. The Memorandum of Understanding (MOU) allows for that action and clarifies procedures and agency responsibilities between the town, state and the CT River Area Health District (CRAHD). The approved season is January 1st – April 30th.

Boat

- Shellfish Commission will draft an MOU to be approved by the Board of Selectmen on the use of the boat and document the process while the boat is in the water.
- Safety concerns have been raised on testing during winter months.
- The Commission should make a request for when the boat should be in the water and taken out.

Rainfall

- Shellfish Commission will close areas once the rainfall exceeds amounts within a 24-hour period.
- A rain gage is located on the Town Hall roof.

Shellfish Licenses

- Typically they are sold at the Town Clerk's office.
- Liability concerns –Shellfish Commission will draft a disclaimer that needs to be signed by the licensee prior to receiving the license. The disclaimer will need to be approved by the town attorney.
- Fees will be deposited into a separate account. The state requires that the funds are designated for shellfish restoration use. The Shellfish Commission will need to draft parameters for the use of the funds and present them to the Board of Selectmen for approval.

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Enforcement

- The Shellfish Commission will need to have the Police Commission vote on acknowledgement of their role when patrolling the area.
- Shellfish Commission serve as constables and they can designate 2 members to serve as wardens. The commission will do spot checks of the areas. The commission will remove a license after the licensee is in violation of the regulations for the third time.

Code

- The Shellfish Commission stated that the current code is out of date and it conflicts with what's currently in place. The commission requested to have the code removed entirely.

MOU

- Goupil would like the town attorney to address *Section 111 Administrative E. Commercial Permitting* – requiring Board of Selectmen / Town Council approval.

Scherban made a motion, seconded by Guerra to accept the Management Plan and Memorandum of Understanding for the Operation of Conditionally approved Shellfishing Growing Areas in Clinton subject to conditions with the Finance Department and Town Attorney. The motion was unanimously approved.

DIVERSIFIED TECHNOLOGY CONSULTANTS (DTC) MOU

The board needs to ratify an action taken by the previous Board of Selectmen. In July 2016, the Board of Selectmen approved the Memorandum of Understanding with Diversified Technology Consultants (DTC). The town will be going out to bid for engineering services. Scherban made a motion, seconded by Guerra to ratify and approve the DTC MOU extension of contracted services through July 1, 2020. The motion was unanimously approved.

BOND REFUNDING UPDATE

There town is still moving forward with the refunding. There was a bond call last week and Goupil is still waiting for a final report.

FINANCE OFFICE – PROFESSIONAL SERVICES

The board reviewed a request from the Finance Office for consulting services with Dawn Norton. Norton would be helping with the budget process, help prepare for the audit and compliance due to staff shortage. The contract is for services from March 1, 2019 through June 30, 2019 at a rate of \$2,500 per month for \$10,000 total payable on the 15th of each month. Discussion followed on the lack of staff for several town offices. Guerra made a motion, seconded by Scherban to approve the consultant agreement with Dawn Norton from March 1, 2019 through June 30, 2019 payable at \$2,500 per month not to exceed \$10,000. The motion was unanimously approved.

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TOWN MANAGER

Sengle updated the board on the progress to date. Proposals are due by 11:30 AM on Friday, March 22, 2019. Sengle drafted a score sheet. The commission will select 3 firms to interview.

SELECTMEN'S REPORTS

Reported by Walter

- Walter attended last night's Public Works Commission meeting.
- Fire Marshal permitting fees – the board asked for Jeff Hesel to submit a report to the board on establishing permitting fees.

Reported by Guerra

- Update on the Economic Development Commission

Reported by Scherban

- Update on the Police Commission meeting

EXECUTIVE SESSION – PERSONNEL & POSSIBLE REAL ESTATE TRANSFER

Scherban made a motion, seconded by Walter to go into executive session at 9:45 am , am. The motion was unanimously approved. The board came out of executive session at 10:03 am. There was no action taken by the board.

ADJOURN

Guerra made a motion, seconded by Scherban and unanimously adjourned the meeting at 10:04 am.

Respectfully submitted,

Mary Schettino