

**TOWN OF CROMWELL  
BOARD OF SELECTMEN  
REGULAR MEETING  
WEDNESDAY, SEPTEMBER 13, 2006  
7:10 P.M. TOWN HALL ROOM 224/5**

**MINUTES**

Present: First Selectman P. Beaulieu, Deputy First Selectman S. Stachura, R. Newton,  
A. Waters, M. Johnson, S. Salvatore, F. Monnes

Absent:

Also Present: Chief Anthony Salvatore, Town Clerk D. DiProto, Finance Director  
M. Sylvester, Engineer J. Mazurek, Tax Collector S. Ramsay,  
Mattabassett Representative T. Tokarz, Public and Press

**A. CALL TO ORDER**

First Selectman Beaulieu called the meeting to order at 7:28 p.m.

**B. APPROVAL OF AGENDA**

Deputy First Selectman S. Stachura requested that the following items be added to the agenda: Under F. Old Business, #2. Revisit Citizen's Comments, Under G. New Business, #8. Discuss timeliness of the board receiving the monthly packets.

Selectman Johnson requested that an item be added to the agenda for discussion regarding the Sidewalk Project. The board agreed to discuss the item under Staff Reports. First Selectman Beaulieu proposed a Special Meeting be scheduled on 9/21/06 to discuss G7, POCD. The board agreed to move G7 to a Special Meeting on September 21<sup>st</sup>. M. Johnson requested a discussion on the Sidewalk Project. The board agreed to discuss the Sidewalk Project under Staff Reports.

**Motion** made by A. Waters seconded by R. Newton and *unanimously carried* to approve the agenda as amended.

**C. CITIZEN COMMENTS 2-3 Minutes per speaker – Agenda Items Only**

1. Rich Waters, South Street –Stated his opinion regarding citizen's comments and adding agenda items the evening of the meeting.
2. Marvin Selsky, Willowbrook Road –Spoke regarding item G3. Mr. Selsky also inquired why the latest copy of the POCD draft couldn't be distributed before the meeting is held on 9/21.
3. Christine Trousdale-Timber Hill Road – Spoke regarding a Town Pool.
4. Jim O'Rourke, Lancaster Road – Spoke in favor of G4.

**D. STAFF AND COMMISSION CHAIRMAN REPORTS**

Public Works Director Jahn submitted written projected work reports for September. Since Mr. Jahn was absent from the meeting, Town Engineer J. Mazurek and First Selectman Beaulieu presented the work reports. A lengthy discussion followed.

**E. FINANCIAL**

1. Budget Reports

Finance Director Sylvester presented the budget reports.

No action necessary.

2. Tax Refunds

a. Sold

1. Joao Oliveira -\$23.93
2. Frank E. McCormick -\$15.65
3. Richard Fortunato -\$492.82
4. Kenneth Merrick -\$18.37
5. Kenneth or Keri Merrick -\$90.11
6. Brett Trepanier -\$5.60
5. Charter Oak Utility -\$97.94
6. Margaret S. DeSanto -\$33.40
7. Tracey Woerner -\$122.66
8. James McMillan -\$169.28

b. Traded

1. Linda Iglecias -\$50.88

c. Moved

1. Angela James -\$19.03
2. Frank Hauzeur -\$7.95
3. Toyota Motor Credit Corp. -\$527.55

d. Erroneous Payment

1. Mathieu Legendre-Accurate Construction -\$258.48

e. Disposed

1. Gelco Corp. -\$180.20
2. Imperial CoRestoration Roofing Contactor -\$13.99

f. Duplicate Bill

1. Arborio Corp. -\$51.94
2. DL Peterson Trust -\$167.72
3. Jody Marshall -\$372.72

**Motion** made by S. Stachura seconded by S. Salvatore and *unanimously carried* to approve tax refunds a-f.

3. Approve request from Assessor Shawna O'Neil for 06/07 Continuing Education - \$500.00.

**Motion** made by R. Newton seconded by S. Stachura and *unanimously carried* to approve 06/07 Educational Assistance request of \$500.00 for Assessor O'Neil

4. Approve request to apply for and authorize the First Selectman to sign the Annual Cromwell Prevention and Awareness Council (CPAC) grant in the amount of \$3,105 from the Connecticut Department of Mental Health and Addiction Services.

**Motion** made by R. Newton seconded by S. Stachura and *unanimously carried* to approve request to apply for the CPAC grant and authorize the First Selectman to sign the Annual CPAC grant.

5. Approve Interdepartmental Transfers

Finance Director M. Sylvester presented the request.

**Motion** made by S. Stachura seconded by R. Newton and *unanimously carried* to approve adjusted Interdepartmental Transfers as attached to minutes.

6. Approve request for 06/07 Educational Assistance – Michelle Milardo -\$250.00  
**Motion** made by S. Stachura seconded by R. Newton and *carried* to approve 06/07 Educational Assistance –Michelle Milardo -\$250.00.

Discussion followed regarding what the union contract language considers to be a passing grade. Human Resource Director Roohr stated that in his opinion a 70 is considered to be C and therefore anything over 70 is a passing grade.

Aye: A. Waters, R. Newton, S. Stachura, M. Johnson, F. Monnes

Nay: S. Salvatore

*Motion carried*

**F. OLD BUSINESS**

1. Discussion and action to approve change in job description –Senior Center-Tabled  
**Motion** made by R. Newton seconded by S. Stachura and *unanimously carried* to remove from table.

H/R Director T. Roohr presented the request to the board.

First Selectman Beaulieu advised the board that the Personnel Committee met regarding this request and support the change in job description. Members of the Personnel Committee clarified that it was just a change in the job description and not an upgrade or an increase in salary.

Discussion followed as to what the rational was to change the description. S.

Salvatore inquired who was performing the duties that are now being assigned to the revised job description? Mr. Roohr responded that the Senior Center Administrator was previously assigned those duties and that the reason that the committee supported the change in the job description is that Senior Programs and attendance have grown considerably and the new job description more closely reflects the duties that are now being performed by the employee.

**Motion** made by A. Waters seconded by R. Newton and *carried* to approve the change in the Senior Center job description.

Aye: A. Waters, R. Newton, S. Stachura, M. Johnson, F. Monnes

Nay: S. Salvatore

*Motion carried*

2. Revisit Citizens Comments

Discussion followed. S. Stachura stated that after last month's meeting he was approached by several residents who were disappointed by the action taken in regard to citizen's comments. The residents pointed out that it is difficult, for Senior Citizens who don't like to drive in the dark and young people who may need to pay for a babysitter, to wait until the end of the meetings to speak about general topics. Mr. Stachura stated that the intent to move general comments to the end of the meeting was not meant to stifle the residents right to speak. Several

members of the board stated that residents are free to contact members of the board or the First Selectman at any time to discuss their concerns.

*S. Stachura rescinded last month's motion.*

Effective at next month's meeting, there will be one Citizens Comments held at the beginning of the meeting, by consensus.

#### **G. NEW BUSINESS**

1. Ratify consensus of the Phone Poll to designate CMS as the official Polling Place for the November election.

**Motion** made by S. Stachura seconded by S. Salvatore and *unanimously carried* to designate Cromwell Middle School as the official Polling Place for the November election.

2. Presentation Connecticut Wood-turners.

Corey Anderson, President of the Connecticut Wood-turners presented a bench to the Board of Selectmen that was crafted from the historic Oak tree on Geer Street. They will present approximately 30 turned pieces to the Town at next month's meeting. First Selectman Beaulieu advised the board members that they would have to decide how the pieces would be distributed.

3. Discussion and action regarding the Town of Cromwell's FOIA Guidelines.

Town Clerk DiProto presented the revised Town of Cromwell Employee FOIA guidelines and answered the board's questions and concerns. Ms. DiProto stated that the revised guidelines are in full compliance with the Freedom of Information Act.

Discussion followed.

**Motion** made by S. Stachura seconded by R. Newton and *unanimously carried* to approve the 2006 revised FOIA Guidelines for Town Employees.

4. Discussion and action on proposal from the Cromwell Outboard Motor Association.

Lengthy discussion followed regarding the Outboard Association's request to amend Article 15. Several members stated that they would have no problem with extending the termination time to 90 days but did have a problem with changing the language.

**Motion** made by S. Stachura seconded by S. Salvatore and *unanimously carried* to direct the Town Attorney to amend Article 15 to read 90 days termination to replace current 60 day notice.

5. Discussion and action to ratify the Mattabassett District Charter Revisions.

Thomas Tokarz, Cromwell Representative to the Mattabassett District, presented the request. Discussion followed.

**Motion** made by R. Newton seconded by S. Stachura and *unanimously carried* to ratify the Mattabassett charter revisions as recommended by the Cromwell Representatives.

6. Approve resolution authorizing the First Selectman to act on behalf of the Town of Cromwell regarding the FY 2007 Emergency Management Performance Grant Program.

Resolved: That Paul C. Beaulieu, First Selectman, be and hereby is authorized to act on behalf of the Town of Cromwell in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2007 Emergency Management Performance Grant program.

**Motion** made by S. Stachura seconded by F. Monnes and *unanimously carried* to approve the resolution.

7. Discussion and action regarding The Plan of Conservation and Development prior to transmission to the Planning and Zoning Commission.

First Selectman Beaulieu suggested, due to the importance of this item, that it be discussed at a Special Board of Selectmen Meeting on September 21<sup>st</sup>.

8. Discussion delivery Selectman's monthly packets

Selectman Stachura requested that the packets be mailed on Wednesday so the board members would have more time to study the packets. First Selectman Beaulieu stated that if the packets are mailed too early items might have to be added to the agenda the night of the meeting, a fact frequently objected to by members of the public. Mr. Stachura suggested that if department heads are told to get the agenda information in by Monday afternoon that would eliminate items be added to the agenda. First Selectman Beaulieu stated that he would do his best to have the packets mailed earlier in the future.

#### **H. RESIGNATIONS**

None

#### **I. APPOINTMENTS**

1. Regional Mental Health Board
  - a. Al Kane, term expires April 2008

**Motion** made by R. Newton seconded by S. Salvatore and *unanimously carried* to approve the appointment.

#### **J. CITIZENS COMMENTS (*General Comments*)**

1. Marvin Selsky, Willowbrook Road –Made several comments.
2. Helen Zalewski, Geer Street – Stated her opinion that the tall pile of sand and hole at the Woodside Intermediate School are dangerous.

#### **K. APPROVAL OF MINUTES**

1. Regular Meeting, August 9, 2006

Ms. Salvatore requested that the minutes of August 9<sup>th</sup> reflect that during Good & Welfare Ms. Salvatore stated that Ms. Zalewski made erroneous comments when she spoke during Citizens Comments.

**Motion** made by S. Stachura seconded by R. Newton and *unanimously carried* to approve the minutes of August 9, 2006 as amended.

#### **L. EXECUTIVE SESSION**

##### 1. Legal Matters

**Motion** made by S. Stachura seconded by S. Salvatore and *unanimously carried* to adjourn to Executive Session at 9:50 p.m.

**Motion** made by S. Stachura seconded by M. Johnson and *unanimously carried* to come out of Executive Session at 10:10 p.m.

*No Action taken.*

#### **M. SELECTMEN COMMISSION REPORTS**

- A. Waters –Historical Society
- R. Newton –Midstate Regional Planning Agency, CWPCA
- P. Beaulieu –Capital Expenditures, Sign Committee
- S. Stachura –I/W and ZBA
- M. Johnson –P&R and P&Z
- S. Salvatore – Library Commission
- F. Monnes –Fire Dist and P&R

#### **N. GOOD AND WELFARE**

- A. Waters –Would like to go forward with forming an Ethics Committee. Inquired if letter of thanks was sent to Cemetery Committee as he requested at last month's meeting. Discussed dead trees at the Woodside Intermediate School. Spoke about several years ago when the Sidewalk Funds were turned back to the General Fund because residents came and spoke against the sidewalks being placed on their property.
- S. Stachura –Inquired regarding the status of the Elderly Tax Freeze and the Skate-Park. Spoke regarding the sidewalks in front of the Historical Society.
- M. Johnson – Requested that the Town Planner be invited to attend a meeting to answer question such as why the Town lost several opportunities such as Lowe's and the development near the Golf Course. Spoke about the hazardous sidewalks in front of the Historical Society and the lack of sidewalks on Washington Road.
- P. Beaulieu –Suggested a return to Selectman's Punch List format of bringing issues forward.

#### **O. ADJOURNMENT**

**Motion** made by R. Newton seconded by S. Stachura and *unanimously carried* to adjourn the regular meeting at 10:45 p.m.

Respectfully submitted,

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Re Matus  
Secretary

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Paul C. Beaulieu  
First Selectman