

**TOWN OF CROMWELL
BOARD OF SELECTMEN
REGULAR MEETING
WEDNESDAY, MAY 13, 2009
7:10 P.M. TOWN HALL ROOM 224/5**

MINUTES

Present: First Selectman J. Shingleton, Deputy First Selectman F. Monnes, R. Newton, A. Waters, D. Murphy, R. Waters, M. Johnson

Absent:

Also Present: Chief A. Salvatore, Public Works Director E. Hood, Assessor S. O'Neil, Tax Collector S. Ramsay, Youth Services Administrator A. France, Cromwell Representatives to the Mattabassett District, T. Tokarz and D. Sienna, Library Director E. Branciforte, Senior Services/Human Services Director T. Strong, Engineering Tech. B. Niesyn, Public and Press.

A. CALL TO ORDER

First Selectman Shingleton called the meeting to order at 7:25 p.m.

B. APPROVAL OF AGENDA

Motion made by F. Monnes seconded by R. Waters and *unanimously carried* to approve the agenda as posted.

C. FIRST SELECTMAN'S REPORT

- The budget process is going along smoothly on the town government side. There were no questions asked about the town budget at the Town Meeting. First Selectman Shingleton stated that the job that the Board of Selectmen and Board of Finance did on the budget was a good one. Some difficult decisions were made but in this environment they were the right ones. Hopefully if we can receive a certain level of grant and state funding, particularly for educational cost share, the mill rate could be maintained or possibly even reduced. That will be up to the Board of Finance to decide. First Selectman Shingleton is hopeful that we can hold the line on taxes.
- Last month Selectman Johnson requested a follow up letter regarding the highway exit ramp. First Selectman Shingleton sent a letter to the DOT Commissioner stating that although the project was not shovel ready to qualify for the stimulus program, he asked for alternative three to be considered as part of their regular project schedule. He did receive a reply from the DOT. They seemed to be supportive of the request and will do further research on the matter.

D. STAFF/COMMISSION REPORTS

1. Cromwell Representatives to the Mattabassett District
Cromwell Representatives T. Tokarz and D. Sienna and Mattabassett Executive Director Brian Armet presented the report.

2. Assessor

Assessor O'Neil presented the report.

Motion made by R. Newton seconded by A. Waters and *carried* for 2007 to abate taxes and any fees or delinquencies associated for L. Weaver.

Aye: A. Waters, R. Newton, J. Shingleton, F. Monnes, M. Johnson

Nay: D. Murphy

Abstained: R. Waters

Motion carried.

A special meeting will be scheduled with the Board of Assessment Appeals, the Assessor's Office, the Tax Collector and the Board of Selectmen in the near future. The consensus of the board was to issue a directive that the Assessor's Office notifies people that applied for the exemption the year before.

3. Tax Collections

Tax Collector Ramsay presented the report.

4. Youth Services

Youth Services Administrator presented the report.

5. Public Works

Public Works Director Hood presented the report.

a. Overview of Seasonal Projects

b. Transfer Station Operations Update

E. CITIZEN COMMENTS

1. L. Weaver, Shadow Lane –Spoke regarding a tax issue.

2. A. Kelly, Willowbrook – Spoke in favor of item F7.

3. B. Grothier, Golden Court –Chairman of the Library Commission, Spoke in favor of the Library CNR request.

4. H. Zaleski, Geer Street – Stated that the Board of Selectmen did a good job on the town budget

5. M. Gengler, Forest Road –Chairman Board of Finance, Spoke regarding item F4.

F. FINANCIAL

1. Tax Refunds as attached to minutes.

Motion made by A. Waters seconded by D. Murphy and *unanimously carried* to approve tax refunds 1 – 7.

2. Authorize First Selectman to sign Historic Documents Preservation Program Targeted Grant Contract.

Motion made by A. Waters seconded by F. Monnes and *unanimously carried* to authorize the First Selectman to sign Historic Documents Preservation Program Targeted Grant Contract.

3. Discussion and action 2008-2009 CNR Requests.

a. Highway –Curb machine/feeder -\$16,500

Motion made by R. Newton seconded by R. Waters and *unanimously carried* to approve **\$16,500.**

b. Building Maintenance –Gym –Roof repair -\$10,000

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve **\$10,000.**

c. Parks & Grounds –Zero Turn 60” Diesel Mower -\$15,000

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve **\$30,000** for two Zero Turn 60” Diesel Mowers.

Motion made by F. Monnes seconded by A. Waters and *unanimously carried* to approve **\$75,000** for Storage Building.

d. Police –Police Vehicle -\$33,000

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve **\$33,000.**

e. Senior Center-Feasibility Study-Senior Center -\$25,000

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve **\$25,000.**

f. Recreation –Park Playgrounds-mulch/equipment -\$30,000

Motion made by M. Johnson seconded by F. Monnes and *unanimously carried* to approve **\$30,000.**

g. Library –Architectural Study-expansion -\$100,000

No action taken.

h. Board of Education –Special Services Bus (repl.) -\$56,000

Motion made by R. Newton seconded by D. Murphy and *unanimously carried* to approve **\$56,000.**

4. Approve transfer of ~~\$140,000~~ \$340,000 from General Fund fund balance to CNR Fund for appropriation as approved.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve the transfer of \$340,000 from General Fund fund balance to CNR Fund for appropriation as approved.

5. Authorize a transfer of \$132,000 from the General Fund fund balance to the LoCIP Fund fund balance and approve an additional appropriation of \$65,000 for the Coles Road Improvement project and \$62,000 for Willowbrook Road within the LoCIP Fund. This is to be used for design work, field changes, and miscellaneous

construction for Willowbrook Road as required by the State Department of Transportation agreement with the Town of Cromwell.

Motion made by R. Newton seconded by R. Waters and *carried* to authorize a transfer of \$132,000 from the General Fund fund balance to the LoCIP Fund fund balance and approve an additional appropriation of \$65,000 for the Coles Road Improvement project and \$62,000 for Willowbrook Road within the LoCIP Fund. This is to be used for design work, field changes, and miscellaneous construction for Willowbrook Road as required by the State Department of Transportation agreement with the Town of Cromwell.

Aye: A. Waters, R. Newton, J. Shingleton, F. Monnes, R. Waters

Abstained: M. Johnson

Excused: D. Murphy

Motion carried.

6. Approve Educational Assistance request from Captain R. Nelson for the 2009 Summer Session -\$1,000.

Motion made by R. Newton seconded by R. Waters and *carried* to approve Education Assistance request from Captain R. Nelson for the 2009 Summer Session - \$1,000.

Aye: A. Waters, R. Newton, J. Shingleton, F. Monnes, R. Waters, M. Johnson

Excused: D. Murphy

Motion carried

7. Approve appropriation of \$7,500 from General Fund fund balance for a new recording system for Room 224/5.

Motion made by R. Newton seconded by A. Waters and *carried* to approve appropriation of \$7,500 from General Fund fund balance for a new recording system for Room 224/5.

Aye: A. Waters, R. Newton, J. Shingleton, F. Monnes, R. Waters, M. Johnson

Excused: D. Murphy

Motion carried

8. Discussion and possible action to approve Library Fee Schedule as approved by the Library Commission.

Motion made by R. Newton seconded by F. Monnes and *unanimously carried* to approve the Library Fee Schedule as approved by the Library Commission.

9. Award contracts for Road Reconstruction Projects.

Motion made by R. Newton seconded by R. Waters and *unanimously carried* to award contracts for the Road Reconstruction Projects to the low bidders; B & W Paving & Landscaping for Chelsea Drive and Quality Associates for Fairview Heights.

A Road Reconstruction Staff Project Team meeting will be held to discuss hiring an inspector. Their recommendation will be brought to the next Board of Selectmen meeting.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

1. Discussion and approval of Senior Services Commission Ordinance.
Motion made by A. Waters seconded by R. Newton and *unanimously carried* to approve the Senior Services Commission Ordinance.
2. Approve Resolution creating a Senior Services Department and Senior Services Director.
Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve Resolution creating a Senior Services Department and Services Department and Senior Services Director.
3. Discussion and action to approve Community Garden Policy.
Motion made by F. Monnes seconded by R. Newton and *unanimously carried* to approve Community Garden Policy and appropriate \$3,000 to cover the water line, wooden stakes, one garbage can and one sign to display the rules, upon approval of the Board of Finance.
4. Authorize First Selectman to sign 2009 Household Hazardous Waste Collection agreement between The Metropolitan District and the Town of Cromwell.
Motion made by R. Newton seconded by D. Murphy and *unanimously carried* to sign 2009 Household Hazardous Waste Collection agreement between The Metropolitan District and the Town of Cromwell.
5. Request from Reed Builders, LLC, to approve naming road within Mountain View Estates Jennifer Lane.
Motion made by F. Monnes seconded by M. Johnson and *unanimously carried* to approve naming road within Mountain View Estates Jennifer Lane.
6. Discussion and possible action to approve request for waiver or reduction of Application Fee for Re-subdivision of Northwoods of Cromwell, LLC, Application 09-16.
Motion made by R. Newton seconded by F. Monnes and *unanimously carried* to approve request for waiver of Application fee for Re-subdivision of Northwoods of Cromwell, LLC. Application 09-16.
7. Discussion and possible action to approve request to waive the One thousand foot (1000') limitation contained in the Cromwell Road Building Specifications for two temporary Cul-de-Sacs at Northwoods of Cromwell, LLC.
Motion made by R. Newton seconded by R. Waters and *unanimously carried* to approve request to waive the One thousand foot (1000') limitation contained in the Cromwell Road Building Specifications for two temporary Cul-de-Sacs at Northwoods of Cromwell, LLC as long as the roads connect.

8. Discussion and possible action to approve changes to Employee Handbook for UE Local 222, CILU/CIPU, Sub-Local #83 and UPSEU, Local 33.

Motion made by R. Newton seconded by R. Waters and *unanimously carried* to approve as long as both unions agree.

9. Discussion and action to approve Job Descriptions.
- a. Director of Park and Recreation and Youth Services.
 - b. Recreation Supervisor.
 - c. Youth Services Supervisor.
 - d. Town Planner, approve job description and salary.

Motion made by R. Newton seconded by M. Johnson and *unanimously carried to table* a, b, c, and d.

10. Authorize First Selectman to sign contract extending services with Emergency Preparedness consultant Judith Torpey. Cost of \$7,500 will be covered by Grant.

Motion made by M. Johnson seconded by R. Waters and *unanimously carried* to authorize the First Selectman to sign contract extending services with Emergency Preparedness consultant Judith Torpey. Cost of \$7,500 will be covered by Grant.

11. Approve proposal from Cardinal Engineering for completion of the final design of the Northern Tier Sewer Project, including all efforts from the DECD.

Motion made by R. Newton seconded by R. Waters and *unanimously carried* to approve proposal from Cardinal Engineering for completion of the final design of the Northern Tier Sewer Project, including all efforts from the DECD.

12. Authorize the School Building Committee for the School Roof Replacement/Asbestos Removal project to oversee the Fire Alarm phase of the School Safety and Security project."

Motion made by R. Newton seconded by R. Waters and *unanimously carried* to authorize the School Building Committee for the School Roof Replacement/Asbestos Removal project to oversee the Fire Alarm phase of the School Safety and Security project and authorize management of funds including contingency funds for the fire alarms.

I. RESIGNATIONS

1. Main Street Revitalization Committee
 - a. Victor L. Harpley

Motion made by R. Newton seconded by D. Murphy and *carried* to accept Mr. Harpley's resignation with regret.

J. APPOINTMENTS

1. Conservation Commission
 - a. Ernest Pandolfi, reappointment Regular Member, Term expires 1/13-Tabled
 - b. Luella Landis, reappointment Regular Member, Term expires 1/13
2. Main Street Revitalization Committee
 - a. John Salafia

Motion made by D. Murphy seconded by R. Waters and *unanimously carried* to approve appointments 1 & 2.

K. APPROVAL OF MINUTES

1. April 8, 2009 Regular Meeting

Motion made by D. Newton seconded by F. Monnes and *carried* to approve the minutes of the April 8, 2009 meeting.

Aye: A. Waters, D. Newton, J. Shingleton, F. Monnes, R. Waters, M. Johnson

Excused: D. Murphy

L. LIAISON REPORTS

None

M. GOOD & WELFARE

None

N. ADJOURNMENT

Motion made by A. Waters seconded by F. Monnes and *unanimously carried* to adjourn the meeting at 11:50 p.m.

Respectfully submitted,

Re Matus
Secretary

Jeremy Shingleton
First Selectman

Tax Refund List

1. Ambient Air Heating -\$65.58
2. Edward Long -\$274.96
3. Gioacchio & Jill E. Zaino -\$46.85
4. Joseph Passanesi, State Marshal -\$109.57
5. First American Tax Service -\$202.93
6. Justin & Tara Brown -\$1,250.00
7. Tricia Levesque -\$906.60