



Town of Thomaston

Selectman's Office

Town Hall

158 Main Street

P.O. Box 136

Thomaston, Connecticut 06787

Phone: 860-283-4421 Fax: 860-283-1378

DRAFT

THOMASTON BOARD OF SELECTMEN REGULAR MEETING TUESDAY, DECEMBER 20, 2011

Roll Call:

Meeting was called to order at 7:02 p.m.

First Selectman Mone, Selectman Perreault and Selectman Barrett, Sr., were present. Deborah Bournival, Administrative Assistant to the First Selectman, was available to take the minutes.

Approval of Minutes:

A motion was made by Selectman Perreault to approve the minutes of the December 6, 2011 regular meeting as presented. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

Old Business/Road Improvements Plan Update

1. Jackson Street – is complete.
2. Broadview Heights – is complete except for readjusting manholes.
3. Reynolds Bridge Road – is complete except for readjusting manholes. The manhole adjustments will now be made in the Spring, as the asphalt plants in the area are now closed for the season.

Per Paul's report, they are scheduling a date so that the contractor will be available for a walk through to perform a "punch list" inspection of things now that work is complete like we do with other projects.

All invoices that have been received have been forwarded to Tracy. There are a few outstanding, also we will not have one from the company who performs the manhole readjustments.

Per Paul's report, they will be getting a schedule of roads together for next season for disbursement in February.

First Selectman Mone said we are over budget on some roads. Unfortunately, Paul was not available for tonight's meeting, but will be in attendance at the first meeting of the new year to explain.

At this point, we have \$3,753,800.58 in funds remaining from the original authorization of \$10,674,500. There was \$7,099,776.44 spent through December 19, 2011.

A motion was made by Selectman Perreault to add Walnut Hill Bridge repair under Old Business. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

Old Business/Walnut Hill Bridge Repair:

Only one company out of two responded to the RFP. Tighe & Bond did not respond, but Weston & Sampson responded with a bid not to exceed \$2,500.

A motion was made by Selectman Perreault to award the bid to Weston & Sampson for a price not to exceed \$2,500. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to move the Track Committee Expenditure up on the agenda. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Track Committee Expenditure:

Mike Burr was in attendance at tonight's meeting. Mike reported that Connecticut-based Connecticare made a donation of \$50,000 to the track project through the NAA (Neighborhood Assistance Act) sponsored by the Department of Revenue Services (DRS). He indicated that the revised proposal from Milone & MacBroom for professional services for the design and construction of Nystrom's Pond Park came in. Milone & MacBroom will be able to do for a total cost of \$55,300. However, Mike did not pick up on the additional cost for mileage, printing, special mailings, etc. which was on the last page of the contract. This amount was an additional \$3,500. Mike indicated he will secure the remaining balance. The Board of Finance has already approved \$55,300 for this engineering study of the proposed site and there is approximately \$60,904 already in the town track fund.

A motion was made by Selectman Perreault to approve the \$55,300 expenditure for the design services of Milone & MacBroom for the Nysstroms Pond track subject to the approval at a town meeting. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to add Light Up Thomaston to the agenda. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Light Up Thomaston Expenditure Approvals:

Janet Bergamo has come before the BOS for expenditure approvals. She indicated that as of today’s date, there was \$17,572.75 in the account. Only one expenditure needs approval. It is for light supplies purchased at Red’s Hardware for \$92.30, leaving a balance in the account of \$17,480.45 after approval of this item.

A motion was made by Selectman Perreault to approve the expenditure for \$92.30 to Red’s Hardware for light supplies. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

Moved onto Suggested Format Policy Review on the agenda. No motion needed per First Selectman Mone.

Selectman Perreault presented and explained the example fraud policy he drafted up. The policy format shows the following information:

Organizational Function Area:	“Board of Selectmen”
Policy For:	“Fraud”
Board Established Policy:	12-20-11
Last Board Approval:	12-20-11
Last Revision Date:	
Individuals responsible for maintaining/updating policy:	“Board of Selectmen”
Purpose:	

What is shown is self-explanatory and requires the original staff member or group of people to update and submit to the Board of Selectmen on an annual basis.

A motion was made by Selectman Perreault to accept the policy format as presented. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Revised Evacuation Policy Discussion/Approval:

Ken Koval submitted the updated Town Hall Evacuation Policy for the Board’s review and approval. The policy has been updated in Section 5.2 to reflect the ability to page all phones in the building when the alarm cannot be used or is not operational. This is due to the new phone system we have in place now.

A motion was made by Selectman Perreault to accept the Town Hall Evacuation Policy as amended. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Fraud Policy Discussion/Approval:

A motion was made by Selectman Perreault to table this policy at this time. Selectman Perreault will consult with the Finance Director and will present at the next regular meeting. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Acceptance of Ellen Lane:

A motion was made by Selectman Perreault to accept Ellen Lane as a town highway upon the approval at a town meeting. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Call for Town Meeting on the following items:

Opera House/Landmark Management Contract – a motion was made by Selectman Barrett, Sr. for a resolution authorizing Thomaston Opera House Management Agreement with Landmark Community Theatre. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

\$175K for WPCA Web Study – a motion was made by Selectman Barrett, Sr. for a resolution authorizing supplemental appropriation of \$175,000 for “the web” sewer engineering. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

Track Committee Expenditure - a motion was made by Selectman Barrett, Sr. for a resolution authorizing supplemental appropriation of \$55,300 for an engineering study of the proposed track and other facilities. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

Acceptance of Ellen Lane – a motion was made by Selectman Barrett, Sr. for a resolution accepting “Ellen Lane” as a public highway. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. that:

The electors and those persons eligible to vote in town meetings of the Town of Thomaston, Connecticut, are hereby warned and notified to meet in the Lena Morton Art Gallery of the Town Hall, 158 Main Street, Thomaston, on Wednesday, January 4, 2012, at 7:00 p.m., for a Special Town Meeting for the following purposes:

1. As recommended by the Opera House Commission, the Board of Selectmen and the Board of Finance, to authorize the Opera House Commission, acting by its Chairman, and the Board of Selectmen, acting by the First Selectman, to enter into a Management Agreement with Landmark Community Theatre for the Thomaston Opera House.
2. To authorize a supplemental appropriation \$175,000 from Fund Balance – Unreserved and Undesignated Account #2-001-242-001 to pay for the investigation and engineering of the WEB sewers as outlined in a memo from the WPCA Superintendent dated October 04, 2011.

3. To authorize a supplemental appropriation of \$55,300 for an engineering study of the proposed site of the Thomaston track and other facilities to be conducted by the firm of Milone and MacBrown of Cheshire, Connecticut, to be paid in part by a \$50,000 grant from ConnectiCare.
4. As recommended by the Planning and Zoning Commission and the Board of Selectmen pursuant to C.G.S. Sections 13a-48, to accept "Ellen Lane" as a public highway as shown on a map entitled "PLAN AND PROFILE ELLEN LANE HIGHRIDGE ESTATES – PHASE III THOMASTON, CONNECTICUT PREPARED FOR LONG HORIZON DEVELOPMENT, L.L.C. Dated 1/26/05, Revised to 11/28/11 Final As-Built, prepared by Land-Data Engineers, Waterbury, CT" which map is on file in the Town Clerk's Office.

Motion was seconded by Selectman Perreault. With all in favor, motion carries.

New Business/GWTD/MOU for Dial-A-Ride Service:

A motion was made by Selectman Barrett, Sr. to authorize First Selectman Mone to enter into a Memorandum of Understanding with the Greater Waterbury Transit District Board of Directors to jointly apply for the Municipal Grant Program for Senior and Disabled Demand Responsive Transportation (CGS 13b-38bb) for FY'2013 (starting July 1, 2012 and ending June 30, 2013) from the Connecticut Department of Transportation. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

Board/Commission Appointments/Resignations:

A motion was made by Selectman Barrett, Sr. to reappoint Tim Clark to the Inland Wetlands Commission as an alternate member for a term from January 20, 2012 to January 20, 2015. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to reappoint Joe Fainer to the Inland Wetlands Commission as a regular member for a term from January 20, 2012 to January 20, 2017. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Perreault to appoint Frank Treglia and Tracy Decker to the Capital Improvements Committee effective immediately to November 17, 2013, which terms run concurrent with Board of Selectmen elections. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to appoint Roger Perreault to the Capital Improvements Committee effective immediately to November 17, 2013, which term runs concurrent with Board of Selectmen elections. Motion was seconded by First Selectman Mone. With all in favor, motion carries.

Tax Refunds:

None.

Communications:

First Selectman Mone received a communication (email) from Paul Pronovost stating that there was a water main break on Prospect Street Saturday evening and the water company had to cut an approximately 6'x 6' opening to repair the leak. It will be repaired properly.

First Selectman Mone received a revenue recovery spreadsheet from Rick O'Connell/TVAC showing the increase in revenues from insurance companies over the last year. The new collection company is bringing in more revenue than others in the past. Back in September, 2007, \$28,905.85 was collected and put into the EMS fund (a special fund the town holds, which funds new ambulances, etc.). As of December, 2011, \$62,026.00 was collected and put into the EMS fund, with \$19,000.00 in assistance to the town budget.

Rick hopes that TVAC will be self-funded someday.

Public Comment:

None

Executive Session:

A motion was made by Selectman Perreault to go into executive session at 8:31 p.m. inviting in Deborah Bournival, Administrative Assistant, to discuss her employment contract. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to come out of executive session at 8:57 p.m. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

Deborah's employment agreement is for a period from December 3, 2011 through December 2, 2013. Employee's annual salary shall see no change from July 1, 2012 through June 30, 2012. Employee's salary increase will be an incremental percentage change as per white collar contracted rates for the period of July 1, 2013 through December 3, 2013.

A motion was made by Selectman Perreault to accept the employment agreement of Deborah Bournival as presented. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault authorizing First Selectman Mone to enter into an employment agreement with Jeremy Leifert, effective immediately, for 18 months with a starting salary not to exceed \$21.50/hour plus not to exceed \$23.00/hour for the fiscal year. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault authorizing First Selectman Mone to enter into an employment agreement with Vincenza (Vinnie) Carey for a term beginning February 14, 2012 to June 30, 2013 with a proposed salary of \$40,600 with all contracted agreement items unchanged. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to adjourn the meeting at 9:06 p. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.