



Town of Thomaston

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DRAFT

THOMASTON BOARD OF SELECTMEN REGULAR MEETING TUESDAY, DECEMBER 6, 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 Barrett, Sr. to approve the minutes of the November 15, 2011 regular meeting as presented. Motion was seconded by First Selectman Mone. Selectman Perreault abstains. Motion carries 2-1.

Old Business/Road Improvements Plan Update

1. Jackson Street – is complete.
2. Broadview Heights – is complete except for backfilling of curbing.
3. Reynolds Bridge Road – is complete except for backfilling of curbing.

We 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 final invoices have not been received to date and liquid asphalt prices for the days of paving have not been posted. As soon as all the invoices are in, a complete cost for each road will be completed. This cost will include everything from drainage, paving, guardrails, etc.

Other roads are still in flux as far as rehabilitation is concerned. We are committed to Valley View and will go out to bid sometime in February. All bid specs and engineering are done.

Since we have had roads inspected by the engineer, some of those roads have come in under budget. At this point, we have \$4,369,868.79 in funds remaining from the original authorization of \$10,674,500. There was \$6,483,708.23 spent through December 5, 2011.

Old Business/Revised Paid Sick Leave Policy:

From last month's Board of Selectmen meeting, it was asked that some revisions be incorporated into the Paid Sick Leave Policy & Procedure. Vinnie Carey, the town's Payroll, Human Resources and Employee Benefits person, reviewed the policy with the town's labor attorney again and made the following changes:

In the subject box at the top, "**part-time and seasonal**" was added after "Paid Sick Leave". Following are the changes/additions:

Eligibility - Beginning January 1, 2012 – A: should read, "Employees earning an hourly wage **or not exempt from the minimum wage and overtime compensation requirement of the federal Fair Labors Standards Act** are eligible to accrue and use paid sick leave in accord with the provisions of this policy as set forth below".

Accrual – Beginning January 1, 2012 – A: should read, "Eligible employees employed prior to January 1, 2012 will accrue paid sick leave hours at a rate of one hour of paid sick leave for each 40 hours worked **up to a maximum of forty hours per calendar year.**"

Procedure – A: "An eligible employee is not entitled to use accrued paid sick leave until after completion of 680 hours of work for the Town of Thomaston **after January 1, 2012.**"

Procedure – E: "An eligible employee may use up to **maximum** of 40 hours of accrued paid sick leave in a calendar year."

Procedure – F: "An eligible employee may carry over up to 40 hours of **unused** accrued paid sick leave from the current calendar year into the next calendar year, but may **not carry over unused accrued paid sick leave previously carried over from a preceding calendar year, and may** never use more than 40 hours of accrued paid sick leave in any calendar year."

Procedure – M: "**Eligible employees are not entitled to payment of unused accrued paid sick leave upon termination of employment.**"

A motion was made by Selectman Perreault to accept the Paid Sick Leave Policy and Procedure as amended. Motion was made by Selectman Barrett, Sr. With all in favor, motion carries.

Selectman Perreault suggested that each policy & procedure should be marked with the date established and a revision date. Once a year, all policies and procedures should be reviewed by the department for any changes, then reviewed by the Board of Selectmen for approval. Selectman Perreault will put in writing for next meeting.

New Business/Joint BOF/BOS Meeting – Set Date:

There will be a special joint meeting of the Board of Finance and Board of Selectmen on Thursday, December 15 at 7:00 p.m. in Meeting Room 1. The BOS will be provided with copies of the contract. The BOS and then BOF will vote on after discussions.

New Business/Evacuation Policy: The information was not available and will not be provided at tonight’s meeting.

New Business/Fraud Policy:

A motion was made by Selectman Perreault to table this item until the next meeting. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

New Business/Storm Debris Removal:

First Selectman asked Paul Pronovost to investigate contracting this work out and cost of same. First Selectman Mone will report back when information has been obtained.

A motion was made by Selectman Perreault to table this item until the next meeting. 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. According to Janet, the beginning balance as of today’s date is \$13,359.61. Total deposits to be made on December 7th will be \$4,163.15. The total of invoices presented is \$334.01 and are as follows:

Mike Kaczmarek (reissue as orig. check went through wash)	\$ 65.75
Kathy-Jo Butkevicius (reimburse for trophies)	\$ 106.19
Janet Bergamo (extension cords, tape and light tip)	<u>\$ 227.82</u>
TOTAL DUE	\$ 334.01

A motion was made by Selectman Barrett, Sr. to approve the expenditures of the Light Up Thomaston Committee in the amount of \$334.01. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

Janet spoke of an incident that took place with a family of an autistic child who was standing in line waiting to see Santa. The family asked to be moved to the front of the line ahead of others because their child was unable to wait for a long period. One of the LUT committee members told them no because that would not be fair to the others who were waiting much longer. The family said there should be a separate line just for persons with handicaps or disabilities and the LUT member said that, unfortunately, they don’t have enough volunteers to handle that (this is really the only incident of its kind so far). Janet consulted with the town attorney who indicated that they were not legally obligated to have a separate line.

Janet also indicated that a local band is willing to do a fundraiser for LUT. They, along with four other bands, will play for free at Prime Time here in Thomaston.

New Business/2012 Meeting Schedule:

The Board of Selectmen will meet in the Selectman's Conference Room at 7:00 p.m. the 1st and 3rd Tuesday of every month with the exception of the month of November. The schedule is as follows:

January 3, January 17
February 7, February 21
March 6, March 20
April 3, April 17
May 1, May 15
June 5, June 19
July 3, July 17
August 7, August 21
September 4, September 18
October 2, October 16
November 20
December 4, December 18

A motion was made by Selectman Perreault that the Board of Selectmen will meet in the Selectman's Conference Room at 7:00 p.m. the 1st and 3rd Tuesday of each month with the exception of November. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

Board/Commission Appointments/Resignations:

We received a resignation letter from Brenda Cristillo, the Municipal Agent for the Town, effective immediately, as the responsibilities of her full-time job have increased dramatically.

A motion was made by Selectman Perreault to accept the resignation of Brenda Cristillo, with regrets. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

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A motion was made by Selectman Perreault to amend the agenda to add under Board/Commission Appointments/Resignations the name of Luke Freimuth. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to reappoint William Guerrara to the Planning & Zoning Commission for a term of January 2, 2012 to January 2, 2016. Discussion ensued Motion was seconded by Selectman Barrett, Sr. Motion carries 2-1.

A motion was made by Selectman Perreault to reappoint Jesse Judson as a member of the Planning & Zoning Commission for a term from January 2, 2012 to January 2, 2015. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to reappoint Barbara Piscopo to the Opera House Commission for a term from December 1, 2011 to November 30, 2014. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to reappoint Becky Skinner to the Opera House Commission for a term from December 1, 2011 to November 30, 2014. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries. (NOTE: Becky indicated that she will only serve in this capacity for a limited amount of time until the contract piece is complete, at which time she will resign)

A motion was made by Selectman Perreault to reappoint Marie Galbraith to the Opera House Commission for a term from December 1, 2011 to November 30, 2014. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to reappoint David Bertnagel to the Capital Improvements Committee for a term ending November 17, 2013, which runs concurrent with the Board of Selectmen elections. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

A motion was made by Selectman Perreault to appoint Luke Freimuth to the Economic Development Commission to fill a term from March 7, 2009 to March 6, 2013 replacing Blain Rogozinski who resigned. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.

Tax Refunds:

A motion was made by Selectman Barrett, Sr. to approve the tax refund submitted by the Tax Collector in the amount of \$251.99 to Ryder Truck Rental, Assessor prorated, vehicle sold. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to approve the tax refund submitted by the Tax Collector in the amount of \$72.85 to Chase Auto Finance Corp., bill was prorated by Assessor, vehicle sold July, 2011. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to approve the tax refund submitted by the Tax Collector in the amount of \$69.34 to Jessica Russo, father and daughter paid the bill. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to approve the tax refund submitted by the Tax Collector in the amount of \$207.31 to Allan Pinard, Assessor prorated bill, vehicle was sold in October, 2010. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to approve the tax refund submitted by the Tax Collector in the amount of \$140.18 to GMAC, Assessor prorated bill, vehicle was sold in January, 2011. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

A motion was made by Selectman Barrett, Sr. to approve the tax refund submitted by the Tax Collector in the amount of \$685.56 to Daimler Trust, Assessor prorated bill, vehicle sold in December, 2010. Motion was seconded by Selectman Perreault. With all in favor, motion carries.

Communications:

First Selectman Mone received a communication (email) from Mike Burr indicating that Milone and MacBroom recommends “flagging the wetlands” for the track before winter sets in at the cost of \$1,500. Due to the fact that time is of essence, Mike gave the engineers the go ahead to proceed and will pay for same out of the Diane Burr Memorial Fund. Therefore, no Board of Selectmen approval needed. They will just reduce their contribution to the Track Committee by that amount.

Public Comment:

Christine Yoos indicated that she is having some issues with the Zoning Board of Appeals now that she is a member of said board. She indicated that she asked for some information prior to one of their meetings, only to be told by the secretary in the Building and Land Use Department that there was no enough time to do so. Per an article that was put in the paper, the information was available to the public at any time. First Selectman Mone suggested that she bring her issue to the Chairman of the board, Jamie Wilson. First Selectman Mone will follow up with conversation to Jamie as well.

Paul Yoos said that the Economic Development Commission mentioned something about a banquet facility coming to town. He said that that is a great idea, but it may not go anywhere because of the 15 ft. setback rule and the liquor license. Selectman Perreault said the Economic Development Commission should consult with Planning & Zoning about such issues. It should be made a part of the plan of development.

Tony Durso wanted to know if the Town was going to see a savings on roads. First Selectman Mone indicated that after the engineers looked at them, some roads came in under budget.

Christine Yoos wanted to know who had the authority to bring in outside contractors to do work on roads for the Highway Department. First Selectman Mone indicated that all road work goes out to bid. Paul then makes the recommendation to the Board of Selectmen and then we vote on who gets the job.

A motion was made by Selectman Perreault to adjourn the meeting at 8:50 p. Motion was seconded by Selectman Barrett, Sr. With all in favor, motion carries.