

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CT
BOARD OF SELECTMEN
REGULAR MEETING
Tuesday, January 10, 2023– 5:30 p.m.
Mulvey Municipal Center
Multi-Media Room/ZOOM

CALL TO ORDER

First Selectman Hall called the meeting to order at 5:30 p.m. In attendance included: First Selectman Hall, Selectman Campbell, Selectman Bialicki, Jessica LeClair, Sustainable CT, Ken Butterworth, IT, Pat Marcarelli, COB President, Tony Cozza, BOF member, Peter Gillespie, Town Planner, Heidi Wallace, Environmental Planner, Donna Castracane, Director of Finance, John Palermo, Emergency Management Director, and Jill Brainerd, Facilities Director.

Mr. Hall led the Pledge of Allegiance.

Mr. Hall made a motion to add to the agenda the following items: Resignation of Ed Kelly (TCRC) and the acceptance of the DUI Grant. Mr. Campbell seconded the motion. The motion passed unanimously.

SUSTAINABLE CT

Ms. LeClair, Sustainable CT provided an overview on Sustainable CT program. Sustainable CT is a free, voluntary certification program that inspires, supports and celebrates thriving and resilient Connecticut communities. Documentation, including a Resolution for BOS consideration, on the Sustainable CT program was included in the BOS packet. Ms. Wallace distributed additional information. The Conservation Commission supports Westbrook’s participation in the Sustainable CT program. Mr. Gillespie also supports the program and offered his assistance if necessary. Ms. LeClair was available to address questions/comments posed by BOS members.

Mr. Bialicki made a motion to approve the Sustainable CT Resolution as presented and authorized the Environmental Planner to serve as Westbrook’s contact person. Mr. Campbell seconded the motion. The motion passed unanimously.

OPEN SPACE

Ms. Wallace distributed updated information relative to a potential Open Space purchase (12.7 acre parcel, Horse Hill Road). The Town currently has deeded rights to an adjacent town owned property (no parking area).

The property owner is now requesting that the Yellow Book appraisal be consistent with the real estate market value and that the timeline for the potential purchase be “moved up”. A Yellow Book appraisal will cost approximately \$3,000 and typically DOES NOT reflect market value.

No BOS action taken.

FUEL MASTER COMMUNICATION LINES AND EQUIPMENT – Town Garage

The Public Works Department uses the Fuel Master program to monitor and bill appropriate departments (Public Works, Police, FD, Ambulance) for fuel. They were notified by Verizon that the equipment/hardware currently used will no longer be supported.

Documentation relative to new hardware was included in the BOS packet. Mr. Butterworth recommends ATT and the 5-year NetCloud IoT Essentials Plan and IBR600C router with WiFi (150 Mbps modem) @ \$580.00. Mr. Butterworth was available to address questions/comments posed by BOS members.

Mr. Campbell made a motion to approve ATT and the 5-year NetCloud IoT Essentials Plan and IBR600C router with WiFi (150 Mbps modem) @ \$580.00 as recommended. Mr. Bialicki seconded the motion. The motion passed unanimously.

TELEPHONES

The Town Hall recently experienced an outage on half of the telephones in the building. Mr. Butterworth was able to “move” lines from one “box” to space on a second “box”; however, this temporary solution is operable but not ideal. There is currently a risk of another outage. The

equipment is old and not available anymore. Mr. Butterworth recommends a “Cloud” application to address the system and will have information available for BOS consideration at the next BOS meeting.

JACOBSON PROPOSAL - Sidewalks – BPR East Sidewalks – (OS Town Line)

A copy of the Jacobson Proposal for survey work for the Boston Post Road East Sidewalk from the Old Saybrook Town line was included in the BOS packet. The \$6,100 included in the proposal will be applied to the Town’s “match”. Mr. Gillespie provided an overview of the project. Public Participation meetings will be scheduled, and letters will be sent to property owners relative to same.

Mr. Bialicki made a motion to accept the contract as presented and authorize First Selectman Hall to sign same. Mr. Campbell seconded the motion. The motion passed unanimously.

EMPG GRANT

The Town received notification from the State that Westbrook was awarded the EMPG Grant (\$5,000).

Mr. Campbell made a motion to accept the EMPG Grant in the amount of \$5,000 and forward to the BOF and Town Meeting for further action. Mr. Bialicki seconded the motion. The motion passed unanimously.

DUI GRANT

The Town received notification from the State that Westbrook was awarded a DUI Grant (\$17,615.03).

Mr. Campbell made a motion to accept the DUI Grant in the amount of \$17,615.03 and forward to the BOF and Town Meeting for further action. Mr. Bialicki seconded the motion. The motion passed unanimously.

BUDGET CALENDAR

Ms. Castracane distributed a copy of the proposed Budget Calendar for BOS review. The calendar will be revised as discussed and re-distributed. It was agreed that Budget meetings will begin at 5:30 p.m.

Appointment/Re-appointments/Resignations

Mr. Hall made a motion to accept the resignation of Kit Bishop, R, from the Library Board of Trustees. Mr. Campbell seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to accept the resignation of Sabine Nyenhuis, Police Officer, effective 1/20/23. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to accept the resignation of Ed Kelly from the TCRC. Mr. Bialicki seconded the motion. The motion passed unanimously.

First Reading – Robert Satti, III – R - Planning, Alt

First Reading – Nilani Shankar – R- Library Board

Mr. Campbell made a motion to appoint Michelle Neri, R to the Town Center Revit. Committee. Mr. Campbell seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to appoint Vincent Neri, Jr., R to the Zoning Commission (Alt.). Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to re-appoint Zachary Faiella as Westbrook’s Director of Health (4-year term). Mr. Bialicki seconded the motion. The motion passed unanimously.

Approval of Minutes – 12/13/22

Mr. Campbell made a motion to approve the minutes from the 12/13/22 BOS meeting as amended. Mr. Bialicki seconded the motion. The motion passed unanimously.

Correction: Page 2 – under WPCA/Town Center Conceptual discussion, paragraph 2, should read:

“The use of alternative technology (XENON system) was briefly discussed. The system installed at the Riggio Building is a PNR (Passive Nitrogen Reduction) system. Waters’ Edge uses the XENON system”.

First Selectman’s Report

Mr. Hall reported:

- He will be attending the COST Annual Meeting tomorrow along with Mr. Campbell, Ms. Hall and Mr. Cozza.
- The roof project(s) are progressing.
- Pindar is currently working on the longest jetty.
- Public Works has done work on the Middle Beach jetty and will be doing additional work as the tides allow. The use of additional equipment will be necessary to address the jetty.
- The water fountain for the Dog Park has been delivered. Public Works will be picking up the benches for the park. The benches were manufactured in Manchester, CT.
- The Town received notification from the State that the DOT will be working on the I-95 overpass and will be realigning the ramps. Construction is anticipated in 25/26.
- The DOT will also be facilitating the re-decking of the Singing Bridge. We've requested that this project not take place during the summer months.
- A COP has been received to address re-paving and raising Menunketesuck Road (Grove Beach).
- The Town officially "closed" on the Bushnell House. Mr. Riggio and Mr. Hall have "walked" the property and building. A list of "projects" for the property will be developed.
- The Foundation awarded the Town \$20,000 for fuel assistance. Funds are being issued, directly to fuel companies, on a case-by-case basis as approved by the First Selectman.

ADJOURNMENT

Mr. Bialicki made a motion to adjourn the meeting at 6:34 p.m. Mr. Campbell seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski,
Executive Assistant

John Hall, III
First Selectman