

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CONNECTICUT
BOARD OF SELECTMEN
REGULAR MEETING
Tuesday, January 21, 2020
Multi-Media Room
Mulvey Municipal Center

CALL TO ORDER

First Selectman Bishop called the meeting to order at 2:00 p.m. In attendance included: First Selectman Bishop, Selectman Hall, Selectman Fuchs, Ms. Meredith Diette, Berchem Moses, Cheryl Daniw, Merit Properties, Zachary Faiella, Director of Health and Lee Archer (via speaker phone).

EXECUTIVE SESSION – Interview Town Attorney Candidates

Mr. Bishop made a motion to go into Executive Session at 2:03 p.m. for the purpose of interviewing Town Attorney candidates. Mr. Hall seconded the motion. The motion passed unanimously. Invited into the Executive Session: Suzanne Helchowski (who handles correspondence between the Town and the Town Attorney) and representatives from Berchem Moses.

Regular session resumed at 2:20 p.m.

APPROVAL OF MINUTES

Mr. Hall made a motion to approve the minutes from the 1/9/20 (2:00 p.m.) BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to approve the minutes from the 1/9/20 (6:30 p.m.) BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to approve the minutes from the 1/14/20 BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

EXECUTIVE SESSION – Interview Town Attorney Candidates

Mr. Bishop made a motion to go into Executive Session at 2:30 p.m. for the purpose of interviewing Town Attorney candidates. Mr. Hall seconded the motion. The motion passed unanimously. Invited into the Executive Session: Suzanne Helchowski (who handles correspondence between the Town and the Town Attorney) and representatives Halloran and Sage.

Regular session resumed at 3:00 p.m.

Mr. Bishop made a motion to appoint the firm of Halloran and Sage as Town Attorney, effective immediately. Mr. Hall seconded the motion. The motion passed unanimously.

FIRST SELECTMAN'S REPORT

Mr. Bishop reported:

- RiverCOG dues, based on population will not increase; however, note that Westbrook's population has decreased.
- RiverCOG is hosting a meeting with Legislators in Cromwell on 1/22/20. Agenda items will include, transportation, trash, and trees.
 - Mr. Fuchs suggested that Westbrook establish a "carry in, carry out" policy relative to trash in the beach areas.
- 9TT hosted a well attended Legislator Breakfast on 1/21/20. Legislators were very receptive to 9TT and expressed interest in seeing the 9TT "regionalization model" used elsewhere throughout the state.
- Capital budget books will be distributed on Friday, 1/24/20.
- The BOS will meet on Monday, 1/27 @ 1:30 p.m. to vote to forward their municipal budget request to the BOF. All Department Heads will be invited to the BOS meeting.
 - Note that the BOE presents their budget directly to the BOF.

APPONTMENT OF SMALL CITIES GRANT WRITER

At prior BOS meetings, the BOS interviewed two Small Cities Grant writer candidates, Affordable Housing Alliance of Connecticut and A&E Services Group, LLC.

Ms. Daniw, Merit Properties, reported that her organization has worked in the past with staff from A&E Services Group, LLC. They have had success with this "team" and she recommends that the BOS appoint them as the grant writer for the project.

Mr. Bishop made a motion to appoint A&E Services Group, LLC. As the Small Cities Grant Writer. Mr. Hall seconded the motion. The motion passed unanimously.

APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

Mr. Bishop made a motion to appoint Nancy Murphy to the Inland Wetland Commission. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to appoint Lorrie Novy to the Senior Center Advisory Committee. Mr. Hall seconded the motion. The motion passed unanimously.

APPROPRIATIONS/CONTINGENCY TRANSFERS

At the 1/14/20 BOS meeting, Mr. Labbadia, School Building Committee Chairman, provided an update on the school projects including: roof, windows, solar array, generator and tank removal and the following motion was made:

"Mr. Bishop made a motion to approve the request for \$19,200 for to coverage overages in the school building projects and forward to the BOF and Town Meeting for further action. Mr. Hall seconded the motion. The motion passed unanimously".

Mr. Bishop made a motion to rescind the above motion. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to increase the request to \$19,900 for to coverage overages in the school building projects and forward to the BOF and Town Meeting for further action. Mr. Hall seconded the motion. The motion passed unanimously.

At the 1/14/20 BOS meeting, the BOS made the following motion:

“Mr. Bishop made a motion to appropriate from Contingency the amount of \$10,000 for maintenance items at the Library facility and to forward the request to the BOF and Town Meeting for further action. Mr. Hall seconded the motion. The motion passed unanimously”.

Mr. Bishop made a motion to appropriate from Contingency the amount of \$15,000 for maintenance items at the Library facility and to forward the request to the BOF and Town Meeting for further action. Mr. Hall seconded the motion. The motion passed unanimously.

EXECUTIVE SESSION

Mr. Bishop made a motion to go into Executive Session at 3:17 p.m. for the purpose of an interview of the Registered Sanitarian candidate. Mr. Hall seconded the motion. The motion passed unanimously. Invited into the Executive Session: Zack Faiella, Director of Health, Lee Archer and Suzanne Helchowski.

Regular session resumed at – 3:30

Mr. Hall made a motion to appoint Lee Archer as Registered Sanitarian for 30 hour per week @ \$55,000 per year, Union position to begin on 2/3/20. Mr. Archer will not be permitted to do septic installation work in the Town of Westbrook. Mr. Bishop seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 3:43 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman