

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CONNECTICUT
BOARD OF SELECTMEN
REGULAR MEETING
Thursday, January 26, 2023
Mulvey Municipal Center
Multi-Media Room/ZOOM

CALL TO ORDER

First Selectman Hall called the meeting to order at 6:30 p.m. In attendance included: First Selectman Hall, Selectman Campbell, Selectman Bialicki, Jim Crawford, Registrar, John Palermo, Emergency Management Director, Ken Butterworth, IT Director, Jane Butterworth, Treasurer, Jill Brainerd, Facilities Director, Wendy Leone, Assessor, Donna Castracane, Director of Finance, Sid Holbrook, WPCA Chairman, Marilyn Ozols, Planning Commission Chairman, Carol Mullaney, Director VNA and Paul Winch, BOF Chairman.

Mr. Hall made a motion to add to the agenda a discussion on VNA staffing and the Fire Department Radio Project. Mr. Campbell seconded the motion. The motion passed unanimously.

UPDATE ON TOWN HALL TELEPHONES

As reported at the 1/10/23 BOS meeting, 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 reported that he will be able to address the current situation for under \$1,000 with the intent to develop and RFP and go out to bid for telephone replacement.

OPEN SPACE – Horse Hill Road

As discussed at the 1/10/23 BOS meeting, 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. The property owner’s asking price for the property is \$225,000 (\$17,578 per acre; which is not attainable). The property owner’s latest proposal includes the Town developing a parking area in exchange for 50% tax relief (\$1,600 annually) and the Town mowing the field.

No BOS action taken.

WPCA CONCEPTUAL PLAN

As requested, Brian Curtis, Jacobson & Associates, submitted a conceptual wastewater system design and opinion of probable construction costs relative to a decentralized wastewater system to serve the Town Center. If requested, the proposal can be revised to include additional areas (near the Pickle Ball courts). This proposal was included in the BOS packet and discussed. Mr. Holbrook, WPCA Chairman and Ms. Ozols, Planning Commission Chairman provided input on the proposal and were available to address comments/questions posed by BOS members.

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

Mr. Bialicki made a motion to appropriate and forward to the BOF and Town Meeting for further action, the amount of \$31,100.00 from ARPA to the WPCA to fund the conceptual wastewater system design and opinion of probable construction cost project for the Town Center. Mr. Campbell seconded the motion. The motion passed unanimously.

ACCEPTANCE OF STEAP GRANT – Sidewalks – BPR/Old Saybrook

The DOT Grant Award (\$486,000.00) documents relative to the Boston Post Road/Old Saybrook sidewalk project were included in the BOS packet.

Mr. Campbell made a motion to authorize First Selectman Hall to sign the STEAP Award documents as presented and to forward the Award to the BOF and Town Meeting for further action. Mr. Bialicki seconded the motion. The motion passed unanimously.

VNA STAFFING

Ms. Mullaney, VNA Director, updated the BOS on the need for increased staffing, (Occupational Therapist and Quality Assurance Medical Report Administrator) in the Nursing Department. The current per diem OT is interested in becoming a full-time OT (25 hours per week). Ms. Mullaney was available to address questions/comments posed by BOS members. Ms. Mullaney will develop a job description for further BOS discussion at the 1/31/23 BOS meeting.

FIRE DEPARTMENT RADIO PROJECT

Several years ago, the BOS appointed an Ad Hoc Radio Committee. The Committee reviewed the recommendation to join the State's system that was made by New England Radio Consultants. The work of the Ad Hoc Committee is complete and approximately \$595,000 in ARPA funds were approved to facilitate the Fire Department Radio Project.

Mr. Campbell made a motion to dissolve the Ad Hoc Radio Committee and to empower the Fire Department to go forward with the purchase of radios, through the Board of Selectmen. Mr. Bialicki seconded the motion. The motion passed unanimously.

SET DATE FOR TOWN MEETING – the BOS scheduled a Town Meeting on 2/23/23 @ 7 p.m.

SIX MONTH PROBATIONARY REVIEW – Police Officers

Officers Rutkis and Miller requested that the BOS discuss their review in Public Session. The BOS discussed Trooper Moran's evaluation of the officers.

APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

Mr. Campbell made a motion to appoint Robert Satti, III, R, as a Planning alternate. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to appoint Dr. Nilani Shankar, R, to the Library Board. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to re-appoint Mark Richard, R and Shirley Mickens, U, to 3 year terms on the WPCA. Mr. Bialicki seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Mr. Bialicki made a motion to approve the minutes from the 1/10/23 BOS meeting as presented. Mr. Campbell seconded the motion. The motion passed unanimously.

FIRST SELECTMAN'S REPORT

Mr. Hall reported:

- The roof projects at the Library and Town Hall are progressing. The weather has had an impact on the Mulvey roof project (approximately 55% complete).
- A proposal for a "Salt Island Low Tide Watch", developed by Bill Neale, was distributed. Data will be requested from the Fire Department relative to last summer's high tide rescues at Salt Island.
- There have been discussions with the Planner and Building Official regarding the ZEO contract with Tyche vs. hiring a ZEO and budgetary implications of same. This will be discussed further during the budget deliberations.
- The DOT has scheduled improvements at the I-95/Rte. 153 ramps this year. Mr. Hall has requested clarification on potential redundancy as the Rte. 153 bridge is scheduled to be rehabilitated in 2025/26.

EXECUTIVE SESSION – 6-month review – Assessor Assistant

Mr. Campbell made a motion to go into Executive Session at 7:45 p.m. for the purpose of a personnel matter (6-month review – Assessor Assistant). Mr. Bialicki seconded the motion. The motion passed unanimously.

Regular Session resumed at 7:54 p.m.

ADJOURNMENT

Mr. Bialicki made a motion to adjourn the meeting at 6:22 p.m. Mr. Campbell seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Executive Assistant

John Hall, III
First Selectman