

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CONNECTICUT
BOARD OF SELECTMEN
REGULAR MEETING
Thursday, April 27, 2023
Multi-Media Room
Mulvey Municipal Center and via
ZOOM

CALL TO ORDER

First Selectman Hall called the meeting to order at 6:30 p.m. In attendance included: First Selectman Hall, Selectman Bialicki, Trooper Moran, John Palermo, Emergency Management Director, Peter Gillespie, Planner, Donna Castracane, Director of Finance, Tony Sharillo, YMCA, Tony Cozza, BOF,

Mr. Hall led the Pledge of Allegiance.

Mr. Hall made a motion to add to the agenda the approval of the 3/23/23 BOS meeting minutes. Mr. Bialicki seconded the motion. The motion passed unanimously.

PUBLIC HEARING - YMCA Neighborhood Assistance Application

First Selectman Hall opened the Public Hearing at 6:31 p.m. The YMCA's NAA Application was included in the BOS packet.

Mr. Sharillo, YMCA Director, reported that the YMCA has submitted an application relative to the NAA Tax Credit Program. C Corporations are eligible to participate in this program. The YMCA is proposing energy conservation projects as outlined in the submission.

No comments relative to the application were received from the Public.

Mr. Bialicki made a motion to close the Public Hearing at 6:35 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bialicki made a motion to approve Form NAA-01 as submitted by the YMCA, authorize First Selectman Hall to sign all appropriate documents and to forward the application to a Town Meeting for further action. Mr. Hall seconded the motion. The motion passed unanimously.

SET DATE FOR TOWN MEETING

Mr. Bialicki made a motion to schedule a Town Meeting on June 6, 2023 @ 7 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

SIDEWALKS - Essex Road/Spencer Plains Road - 8-24 Referral

The Town received a Connectivity Grant to facilitate the installation of sidewalks at Essex Road/Spencer Plains Road. Final design plans were included in the BOS packet. Part of the review process calls for an 8-24 Referral to the Planning Commission. In addition, an Inland Wetland permit is necessary for the project. Essex and Spencer Plains Roads are State roads, and the DOT is involved with the project. Appropriate grading and drainage rights will be pursued with property owners.

Mr. Bialicki made a motion to refer the Essex Road/Spencer Plains Road sidewalk project to the Planning Commission for further action. Mr. Hall seconded the motion. The motion passed unanimously.

HOMELAND SECURITY MOA

Mr. Hall made the following motion:

RESOLVED, that the Town of Westbrook may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security** any and all documents which it

deems to be necessary or appropriate; and

FURTHER RESOLVED, that John Hall, III, as First Selectman of the Town of Westbrook, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Westbrook and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Mr. Bialicki seconded the motion. The motion passed unanimously.

USE OF CONTINGENCY - Emergency Management

Mr. Palermo, Emergency Management Director, is requesting the use of Contingency funds (\$3,150), as recommended by the BOF, to facilitate the purchase of a ham radio system and drone training.

Mr. Hall made a motion to approve the use of Contingency as requested in the amount of \$3,150.00 and to forward the request to the BOF and Town Meeting for further action. Mr. Bialicki seconded the motion. The motion passed unanimously.

ACCEPTANCE OF WESTBROOK FOUNDATION GRANTS

Mr. Bialicki made a motion to accept and forward to a Town Meeting for further action, a Westbrook Foundation Grant in the amount of \$2,227.00 for Emergency Management (weather station) and for the Conservation Commission in the amount of \$3,672.98 (Mulvey Riverfront Walkway signage). Mr. Hall seconded the motion. The motion passed unanimously.

INVESTMENT ADVISORY AGREEMENT

A copy of the Plan Investment Advisory Agreement was included in the Board's packet. The Town's current advisor, Hooker and Holcombe has been acquired by USI Consulting Group. USI is currently the town's insurance consultant (Workers Comp., health insurance, etc.). The Retirement Board and Finance Director recommend retaining USI for these services.

Mr. Bialicki made a motion to continue with USI's Investment Advisory Agreement. Mr. Hall seconded the motion. The motion passed unanimously.

ACCEPTANCE OF EMPG GRANT FY 2020

Mr. Hall made a motion to accept and forward to the BOF and Town Meeting for further action, the FY2020 EMPG Grants in the amount of \$5,000 and \$6,547.80. Mr. Bialicki seconded the motion. The motion passed unanimously.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Mr. Bialicki made a motion to appoint Bill Angelini as Westbrook's representative on the River COG Regional Housing Committee. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to re-appoint Officers Rutkis, McSorley, Reid, McKenna, Milardo, Wyzykowski, Gelven, Pederson, Miller and Dave Russell to one-year terms on the Marine Patrol. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Bialicki made a motion to re-appoint John Giannini to a 3-year term on the Board of Fire Commissioners. Mr. Hall seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Mr. Bialicki made a motion to approve the minutes from the 3/23/23 BOS meeting as presented. Mr. Hall seconded the motion. The motion passed unanimously.

FIRST SELECTMAN'S REPORT

Mr. Hall reported:

- * The Police Contract has been signed and distributed.
- * The Mulvey Roof project is complete. Several punch list items remain open (ceiling tile replacement and hatches). A final walk-through will be scheduled prior to issuing the final payment.
- * Sections of the sidewalks at Town Hall are being replaced. The angle of the sidewalk ADA ramp in Town Center is also being addressed.
- * A dedication of the Small-Pox Cemetery is scheduled on 6/3/23 @ 2 p.m.
- * The new patrol boat will be christened on 5/23 @ 2 p.m. @ Atlantic Outboard.
- * Seven bids were received in response to the RTU RFP. The Architect is currently reviewing same for completeness and will make a recommendation to the BOS for consideration/award of contract.
- * Possible Salt Island/low tide staffing will be discussed at the next BOS meeting.

The Selectmen received a letter from a resident relative to a request for a tax adjustment/Assessment. Mr. Hall reported that the Town has followed all State Statutes relative to this request and no further action is necessary or permitted.

EXECUITVE SESSSION - Personnel matter - Police Officer candidate interview

Mr. Bialicki made a motion to go into Executive Session at 6:49 p.m. for the purpose of conducting an interview of a police officer candidate. Mr. Hall seconded the motion. The motion passed unanimously. Invited into the Executive Session: Trooper Moran

Mr. O'Neil entered the Executive Session at 6:52 p.m.

Regular Session resumed at 7:14 p.m.

Mr. Bialicki made a motion to appoint Mark O'Neil as a part-time Police Officer, effective ASAP at a rate of \$33.86 per hour. Mr. Hall seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mr. Hall made a motion to adjourn the meeting at 7:16 p.m. Mr. Bialicki seconded the motion. The motion passed unanimously.

Respectfully submitted,

Attest,

Suzanne Helchowski
Executive Assistant

John Hall, III
First Selectman