

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CONNECTICUT
BOARD OF SELECTMEN
REGULAR MEETING
Thursday, September 24, 2020
Via ZOOM

CALL TO ORDER

First Selectman Bishop called the meeting to order at 6:30 p.m. In attendance included: First Selectman Bishop, Selectman Hall, and Selectman Fuchs, Donna Castracane, Director of Finance, Ken Butterworth, IT, Jill Brainerd, Facilities, Tony Cozza, BOF member, Trooper Borelli, Chris Ehlert, BOF member, Gary Gavigan BOF Chairman, Attorney Forsyth, Town Attorney, Wendy Leone, Assessor, Kimberly Bratz, Tax Collector, Don Harger, Citation Officer, Carol Hess, Asst. Finance Director, and Trooper Buck.

Mr. Bishop made a motion to amend the order of the agenda and move agenda item "Resignation – Don Harger, Citation Officer" to the #1 agenda item. Mr. Hall seconded the motion. The motion passed unanimously.

After extensive discussion regarding Mr. Harger's resignation as Hearing Violation Officer, it was agreed that Attorney Forsyth would develop a "road map" that would include a well defined process, including State Statute and local Ordinances relative to the responsibilities of appropriate individuals to ensure tickets, both local and State, are collected in a timely manner.

Mr. Hall made a motion to authorize Attorney Forsyth to develop a "road map" to be submitted at the 10/6/20 BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Harger commented on his willingness to remain as Hearing Violation Officer once Attorney Forsyth develops the information for the BOS.

Mr. Bishop made a motion to accept the resignation of Mr. Harger as Hearing Violation Officer. Mr. Hall seconded the motion for discussion.

After further discussion, Mr. Bishop withdrew the motion.

Mr. Bishop thanked Trooper Buck for 22 years of service at Troop F and his service to Westbrook. Trooper Buck offered thanks to the BOS and comment that it has been a great experience and he has enjoyed all of his responsibilities as a Trooper in Westbrook.

Mr. Bishop made a motion to add to the agenda a discussion regarding Attorney Forsyth's review of the bylaws from Westbrook Chemical and the Fire Department. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to direct Attorney Forsyth to review the bylaws from Westbrook Chemical and Westbrook Fire Dept. Mr. Hall seconded the motion. The motion passed unanimously.

DISCUSSION AND ACTION –Bid and Contract – Assessor Revaluation

Attorney Forsyth will review the 3 bids and the RFP to determine the actual bid proposals and report back to the BOS. This item will be discussed further at the 10/6 BOS meeting.

STATUS OF VEHICLE USE POLICY

A copy of the draft Vehicle Use Policy, as prepared by Ms. Castracane, Director of Finance, was included in the BOS packet.

Mr. Hall made a motion to approve the Vehicle Use Policy as presented. Mr. Fuchs seconded the motion. The motion passed unanimously.

BOARD OF FINANCE UPDATE

Mr. Gavigan, BOF Chairman, commented that he and members of the BOF need to carefully monitor Covid-19 expenses for both the Town and the school system. There is concern that the unanticipated costs of Covid-19 may have a major impact on our current budget.

Ms. Castracane will continue to provide timely financial reports and will carefully monitor any and all additional on-going Covid-19 expenses and provide information to the BOS and BOF as appropriate. She indicated that she has submitted the majority of expenses for Covid-19 to FEMA for reimbursement.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Mr. Bishop made a motion to re-appoint John Rie, U, to the Conservation Commission – 3 year term. Mr. Fuchs seconded the motion. The motion passed unanimously.

Mr. Fuchs made a motion to re-appoint Martin Marx, D, to the Conservation Commission – 3 year term. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to re-appoint Evan Cusson, U, to the Harbor Management Commission – 3 year term. Mr. Fuchs seconded the motion. The motion passed unanimously.

TRANSFERS/APPROPRIATIONS – None.

APPROVAL OF MINUTES

Mr. Hall made a motion to approve the minutes from the 9/8/20 BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to approve the minutes from the 9/10/20 BOS meeting. Mr. Fuchs seconded the motion. The motion passed unanimously.

FIRST SELECTMAN'S REPORT

Mr. Bishop reported:

- The Teacher's Union has approved a contract and according to Interim Superintendent Charles, it is a 2-year contract, beginning 7/2020, with an approximate 5% salary increase over 2 years.
- As a member of the Executive Committee of the Council of Governments, at a recent meeting, Mr. Bishop requested a letter of support from the COG for the Connectivity Sidewalk Grant which will be submitted by the Town of Westbrook.
- Collar City Auctions has sold all 4 vehicles as follows:
 - 2008 Ford Escape (ACO Vehicle) \$875.00
 - 2010 Crown Vic \$425.00
 - 2004 Crown Vic \$425.00
 - 2007 Crown Vic \$425.00
- A representative from Collar City indicated that these were good prices for the vehicles.
- The Constables' representative is submitted the name of a "neutral" individual to service on a Mediation Panel for a contract between the Town and the Constable Union.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 8:10 p.m. Mr. Fuchs seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Noel Bishop
First Selectman