

WESTBROOK BOARD OF SELECTMEN

SPECIAL MEETING
Monday, April 16, 2012
Mulvey Municipal Center
Multi-Media Room

CALL TO ORDER

First Selectman Bishop called the meeting to order at 4:00 p.m. In attendance included: Selectman Hall, Selectman Ehlert, Meg Parulis, Planner, Andrew Urban, Director of Finance, Jill Brainerd, Administrative Secretary, Rich Annino, Park & Rec. Director, and Becky Coffey, Harbor News.

BEACH PASSES – FINANCIAL GUIDELINES

Ms. Brainerd distributed data associated with Beach Passes (number of passes sold by Park & Rec., number of free passes distributed to residents in the Selectman's office etc). Rich Annino outlined the protocol at the Beach for collecting fees etc.

Mr. Bishop proposed that instead of coming to the Selectman's office for a free beach pass, residents simply provide proof of residency (driver's license) to the attendant at the beach, thus eliminating the need for a beach sticker. Consistent with previous policy, all non-residents will be charged a \$20 per day fee.

Ms. Brainerd added that this can be on a trial basis and the BOS can evaluate at the end of the season. Also, as the data provided indicates, hang tags in vehicles will still be necessary for cottage rentals, marina customers etc.

Mr. Bishop reported that this proposal is another benefit the Town can offer its residents and the cost of printing the passes along with the contribution to be made by the Concession Stand contractor will compensate for a portion of any lost revenue. Mr. Bishop continued that to date, the Town has saved residents approximately \$12,000.00 by providing electronic waste disposal at the land fill.

Mr. Ehlert suggested that the Town Transfer Station sticker, distributed via resident's tax bills, be used as a beach pass as well. This suggestion will be taken into consideration for next year's summer season.

Mr. Bishop made a motion that no beach passes will be issued to Westbrook residents this year. Proof of residency will be required at the gate for entry and non-residents will be required to pay \$20 per day for beach parking. Mr. Hall seconded the motion. The motion passed unanimously.

BEACH CONCESSION STAND CONTRACT

Mr. Bishop reported that the BOS voted to approve a one year contract with Mr. Anello for operation of the Beach Concession Stand. After conversations with Mr. Anello, he has requested a two year contract. Mr. Ehlert suggested that in lieu of a 2 year contract, at the end of the 2012 season, the BOS review the operations of the Concession Stand and renew the contract for the 2013 season.

It was noted that Mr. Anello will pay the Town \$1,500 for the use of the Concession Stand and all of the equipment in the stand belongs to Mr. Anello.

Mr. Ehlert made a motion to add the following verbiage to item 2 of the Beach Concession Stand Agreement: "the BOS shall have the option to extend the Agreement for the 2013 summer season upon the conclusion and review of the 2012 summer season". Mr. Bishop seconded the motion. The motion passed unanimously.

STEAP GRANT RESOLUTION

Ms. Parulis distributed documentation clarifying the Department of Economic and Community Development grant assistance protocol.

Mr. Ehlert made a motion to adopt the following Resolution as presented:

WHEREAS, pursuant to STEAP 4-66g, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of Westbrook make an application to the State for \$250,000 in order to undertake the property acquisition, remediation, and preliminary

design related to development of a parking lot in the Town Center and Rte. 1 Corridor Study (required Town match for federal Surface Transportation Program grant) and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by STEAP 4-66g.
2. That the filing of an application for State financial assistance by the Town of Westbrook in an amount not to exceed \$250,000 is hereby approved and that Noel Bishop, First Selectman is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Westbrook.

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

CAPITAL PLAN-SIDEWALKS

Ms. Parulis distributed Sidewalk Development Plan including costs and a timeline. This plan was developed in conjunction with the Plan of Conservation and Development and priority areas include Route 1 and Willard Avenue. This Sidewalk Development Plan should be included in the Capital Improvement Plan. She continued that there is the possibility for grant funding for sidewalk projects and the Safe Route to School program is being investigated.

Mr. Bishop made a motion to recommend the proposed Sidewalk Development Plan to the Board of Finance and Town Meeting for inclusion into the Capital Improvement Plan. Mr. Hall seconded the motion. The motion passed unanimously.

POLICE VEHICLE APPROPRIATION

Documentation outlining the purchase of a police vehicle was included in the BOS packet.

Mr. Ehlert made a motion to forward a capital appropriation request in the amount of \$32,500 to the BOF and Town Meeting for the purchase of a police vehicle. Mr. Hall seconded the motion. The motion passed unanimously.

REGIONAL ANIMAL SHELTER MEMORANDUM OF UNDERSTANDING

Mr. Bishop reported that the BOS approved the MOU for the Animal Shelter at the 4/2/12 BOS meeting. Subsequent to that meeting, a letter was received from the State of Connecticut changing the recipient (Westbrook) of the \$100,000 grant from the State to the Town of Clinton. This letter was also sent to the Town of Clinton and we are awaiting their response. The Town of Killingworth decided not to participate in the Regional Animal Shelter. The estimated operating costs of the facility are \$6,000.00 per year.

Mr. Bishop made a motion that Westbrook's contribution to the Regional Animal Shelter shall not exceed \$4,000.00 per year. Mr. Ehlert seconded the motion. Discussion followed:

Mr. Bishop will pursue a response from the Town of Clinton regarding the MOU and details on the operating costs including number of animals housed at the facility and related matters.

The motion passed unanimously.

SELECTMAN'S REPORT

Mr. Bishop reported that the Dredging Press Conference, organized by Congressman Courtney's office and held at Pilot's Point Marina on April 11, 2012 was well attended. This \$1.4 million dollar dredging project will complete dredging to the Singing Bridge. Unused funds from Old Saybrook were re-programmed to Westbrook; the State's contribution was contingent upon this re-programming. The Town of Westbrook bears no financial responsibility for this project. The project is scheduled to go out to bid in June and work is to begin in October.

The Selectman's office is in the process of obtaining quotes for a shredding event to be sponsored by the Town. A successful event was held several years ago at the library. This event will possibly be scheduled in the summer months at one of the Westbrook schools.

The Town Attorney is currently scheduling a meeting with Mr. Quinones and his Counsel. Possible meeting dates are 4/23/12 or 4/24/12.

Dr. Bernstein has received a \$1,300.00 grant from The Connecticut Association of Directors of Health for lead poisoning prevention.

ADJUORNMENT

Mr. Bishop made a motion to adjourn the meeting at 4:55 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman