

WESTBROOK BOARD OF SELECTMEN
SPECIAL MEETING
November 13, 2014
Mulvey Municipal Center
Multi-Media Room
Westbrook, Connecticut

CALL TO ORDER

First Selectmen Bishop called the meeting to order at 5:30 p.m. In attendance included Selectman Bishop, Selectman Hall, Selectman Ehlert (via spider phone), Carol Hess, Finance Dept., Jill Brainerd, HR Rich Annino, Park & Rec Director, Meg Parulis, Planner, Tom Odell, Conservation Commission Chairman, Mr. & Mrs. Einsmann, Senior Center Management Committee, Andrew Urban, Director of Finance Courtney Burks, Senior Center Director, Paul Connelly, BOF Chairman, George Pytlik, BOF member, Lucile Spanilo, Senior Center Management Committee Chairman, Becky Coffey, Press, Don Izzo, Emergency Management Director, Nancy Rudek, ZEO, Deb Lovelette, Director of Nursing, and Lee Archer.

EXECUTIVE SESSION

Mr. Bishop made a motion to go into Executive Session at 5:33 p.m. for the purpose of follow-up regarding the Director of Health/Sanitarian. Mr. Hall seconded the motion. The motion passed unanimously. Invited into the Executive Session: Deb Lovelette, Director of Nursing and Suzanne Helchowski, Administrative Assistant.

Ms. Sonia Marino came into the Executive Session at 5:42 p.m.

Regular Session resumed at 5:44 p.m.

Mr. Bishop made a motion to appoint Ms. Sonia Marino as the Director of Health/Sanitarian for the Town of Westbrook to begin on 1/6/15 @ \$69,000 per year. Mr. Ehlert seconded the motion. The motion passed unanimously.

Mr. Bishop welcomed Ms. Marino to the Town of Westbrook.

Mr. Lee Archer commented that he has worked with Ms. Marino and the Town made an excellent choice in appointing her as Director of Health/Sanitarian.

SENIOR CENTER DIRECTOR SALARY

The revised Senior Center Director job description indicating a significant increase in responsibilities and a salary analysis for the Senior Center Director were included in the BOS packet.

The BOS recommended that the rate of pay for the Senior Center Director be increased to \$19 per hour. The BOF requested that the BOS revisit the salary of the Senior Center Director. The Senior Center Management Committee supports an increase for the Director.

After consultation with Union representatives, Labor Counselor (via speaker phone), Senior Center Management Committee Chairman and staff, a tentative agreement was reached and was included in the BOS packet.

Mr. Bishop made a motion to increase the rate of compensation for the Senior Center Director to \$20.40 per hour retro-active to 10/1/14. Mr. Hall seconded the motion. Discussion followed:

Mr. Urban reviewed the rationale for the increase. This position will receive the additional percentage increase per Union contract on July 1, 2015.

The motion passed unanimously.

ACCEPTANCE OF OPEN SPACE GRANT

A letter from Governor Malloy awarding Westbrook a \$650,000 Open Space and Watershed Land Acquisition Grant was included in the BOS packet. These funds will be placed in the Open Space Fund to off-set the costs of the Miele and Russo property acquisition.

Ms. Parulis, Planner, outlined the grant application process.

Mr. Hall made a motion to accept the \$650,000 Open Space and Watershed Land Acquisition Grant and forward to a Town Meeting for final acceptance. Mr. Ehlert seconded the motion. The motion passed unanimously.

WESTBROOK FOUNDATION GRANT

A letter from the Westbrook Foundation awarding a grant in the amount of \$38,500 for a dock/launch area was included in the BOS packet. Ms. Parulis reported that Mr. Riggio, Director of Public Works will develop a maintenance plan for the launch/dock.

Mr. Bishop made a motion to accept the \$38,500 Westbrook Foundation Grant and forward to a Town Meeting for final acceptance. Mr. Ehlert seconded the motion. The motion passed unanimously.

ROAD ACCEPTANCE – Beachtree Lane and Meadowlark Lane Extension

Mr. Hall made a motion to accept Beachtree Lane and Meadowlark Lane Extension as town roads and forward to a Town Meeting. Mr. Ehlert seconded the motion. The motion passed unanimously.

SET DATE FOR TOWN MEETING

Mr. Bishop made a motion to set a Town Meeting on December 11, 2014 @ 7:00 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

A Special BOS/BOF meeting was scheduled for 11/24/14 @ 6:00 p.m. for an overview of the 2015/2016 Budget.

A Special BOS meeting was scheduled for 11/20/14 @ 7:00 p.m. regarding Security Exchange Commission modifications.

APPROPRIATIONS/CONTINGENCY TRANSFERS

Blight Committee

Mr. Bishop made a motion to approve a contingency transfer request in the amount of \$2,000 for the purpose of Blight Committee expenses and forward the request to the BOF. Mr. Ehlert seconded the motion. Discussion followed:

Mr. Ehlert suggested that the Blight Committee use the Town's Counselor funds from the existing budget.

The motion passed unanimously.

Senior Center Director Salary

Mr. Hall made a motion to approve a contingency transfer request in the amount of \$4,000 for the purpose increase in the Senior Center Director salary and forward the request to the BOF. Mr. Ehlert seconded the motion. Discussion followed:

Miele Property

Mr. Hall made a motion to amend the above motion: "Mr. Hall made a motion to accept the \$650,000 Open Space and Watershed Land Acquisition Grant and forward to a Town Meeting for final acceptance. Mr. Ehlert seconded the motion. The motion passed unanimously" to include forwarding to the BOF for review prior to Town Meeting approval. Mr. Ehlert seconded the amended motion. The amended motion passed unanimously.

Mr. Hall made a motion to approve the Capital Appropriation Resolution in the amount of \$240,000 for the Miele acquisition from the Open Space Fund and forward to the BOF and Town Meeting. Mr. Ehlert seconded the motion. The motion passed unanimously.

KAYAK LAUNCH/FISHING PIER

Mr. Ehlert made a motion to approve the Capital Appropriation Resolution in the amount of \$38,500 for the kayak launch/fishing pier and forward to the BOF and Town Meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Mr. Bishop made a motion to appoint Jeff Gordon as a full member of the Harbor Commission. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to re-appoint Mark Lynskey to a 3 year term on the Economic Development Committee. Mr. Ehlert seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Mr. Bishop made a motion to approve the minutes from the 10/30/14 meeting as amended. Mr. Hall seconded the motion. The motion passed unanimously.

Correction: Page 2 – note that Mr. Ehlert voted in favor of the motion to approve the status of the Food Inspectors and that the motion passed unanimously.

Mr. Bishop made a motion to approve the minutes from the 11/7/14 meeting. Mr. Hall seconded the motion. The motion passed unanimously.

DIRECTOR OF FINANCE REPORT

Mr. Urban reported that the financial reports were distributed via e-mail. A line item report was included on any items over budget.

FIRST SELECTMAN’S REPORT

Mr. Bishop reported that he will provide a written update/response regarding a complaint received in the First Selectman’s Office.

The 12/8/14 BOS meeting will begin at 5:00 p.m. to accommodate a joint meeting with the Police Advisory Traffic Authority.

Mr. Bishop made a motion to recess the meeting at 6:44 p.m. Mr. Ehlert seconded the motion. The motion passed unanimously.

The meeting resumed at 7:00 p.m.

INFORMATION SESSION – Former Turnpike Auto Wreckers Property – 88 Pond Meadow Road

Approximately 30 individuals were present in the audience.

Jay Sheehan and Dan Wolfram, Woodard & Curran, presented a report on the recent testing completed at 88 Pond Meadow Road. Their report was distributed and discussed. A copy of a verbatim transcript of the discussion will be on file in the Town Clerk’s office.

Mr. Ehlert made a motion to direct the Economic Development Committee and Town Planner to pursue an EPA Assessment Grant for 88 Pond Meadow Road. Mr. Bishop seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 8:26 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman