

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOARD OF SELECTMEN MEETING

WESTBROOK BOARD OF SELECTMEN
Regular Meeting
Monday, April 4, 2016
Mulvey Municipal Center
Multi-Media Room

CALL TO ORDER

The meeting was called to order by First Selectman Bishop at 3:00 p.m. In attendance included: First Selectman Bishop, Selectman Hall, Selectwoman Labbadia, Paul Connelly, BOF Chairman, Tony Cozza, BOF member, George Pytlik, BOF member, Gary Gavigan, BOF member, Meg Parulis, Planner, Andrew Urban, Director of Finance, Don Izzo, Director Emergency Management, John Palermo, Open Burning Official, Gregg Prevost, Westbrook Ambulance, Becky Coffey, Press, Jim Santacroce, Middlesex Hospital, Laura Martino, Middlesex Hospital, Rich Annino, Director Park & Rec., Cathy Doane, Westbrook Historical Society, and Mary Jane Monahan.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Second Reading – Sid Holbrook – R – WPCC – Mr. Hall made a motion to appoint Sid Holbrook to the WPCC. Ms. Labbadia seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to re-appoint Noel Bishop to the Estuary Transit District for a 4 year term. Ms. Labbadia seconded the motion. Mr. Bishop abstained. The motion passed.

Mr. Hall made a motion to re-appoint Dave Russell to a one year term on the Marine Patrol. Ms. Labbadia seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to re-appoint Tom Smith to a one year term on the Marine Patrol. Ms. Labbadia seconded the motion. The motion passed unanimously.

Ms. Labbadia made a motion to re-appoint Mike McKenna to a one year term on the Marine Patrol. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to re-appoint Joe Puchillo to a one year term on the Marine Patrol. Mr. Hall seconded the motion. The motion passed unanimously.

Ms. Labbadia made a motion to re-appoint Ken McNamara to a one year term on the Marine Patrol. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to re-appoint Mark Wyskowski to a one year term on the Marine Patrol. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to re-appoint Larry Merrill to a one year term on the Marine Patrol. Ms. Labbadia seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to re-appoint Sandy Bannon to a one year term as Animal Control Officer. Mr. Hall seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Mr. Hall made a motion to approve the minutes from the 3/14/16 BOS meeting. Ms. Labbadia seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to approve the minutes from the 3/23/16 BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

Ms. Labbadia made a motion to approve the minutes from the 3/23/16 BOS (policing) meeting. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to approve the minutes from the 3/28/16 BOS meeting. Ms. Labbadia seconded the motion. The motion passed unanimously.

SPECIAL BOS MEETING

The BOS and the BOF approved the hiring of a 22 hr. per week, part-time Administrative Assistant in the Health Department/Building Department. A Special BOS meeting was scheduled on 4/19/16 @ 8:30 a.m. for the purpose of the appointment of an Administrative Assistant in the Health Department/Building Department.

REQUEST FOR STREET LIGHT

The Police Advisory/Parking Authority, at the request of residents, approved and forwarded a request to the BOS for the installation of a street light on Tarpon Ave. Eversource has agreed to install the street light at no charge (the pole already exists); the Town would just be responsible for the costs associated with the monthly electricity bill (approximately \$10 per month). It was reported that the Public Works Department has had concerns in the past about setting a precedent with regard to new streetlights and prior requests for additional streetlights throughout Town have been denied.

Ms. Monahan, President Coral Sands Beach Association, reported that residents directed her to request a streetlight for safety purposes. Information from residents supporting the request was included in the BOS packet.

Mr. Hall made a motion to approve the request for an additional streetlight on Tarpon Ave. Mr. Bishop seconded the motion. The motion passed unanimously.

SNACK SHACK LEASE

A copy of the West Beach Concession Stand contract was included in the BOS packet. The current lease expires at the end of this Summer (2016). The parameters of the contract were discussed. A multiple year contract (more than 3 years) has not been the Town's policy when approving contracts.

Mr. Hall made a motion to offer a two year contract, (Summer of 2017 and 2018) for the Beach Concession stand to Mr. Anello, Hog Wild with payment to the Town of \$3,500 in 2017 and \$4,000 in 2018. Ms. Labbadia seconded the motion. The motion passed unanimously.

CEMETERY BID

A proposal from Monument Conservation Collaborative LLC for restoration to the grave markers at the Old Burying Ground was included in the BOS packet. These grave markers were damaged as a result of vandalism in the Fall of 2015. Ms. Doane, President of the Westbrook Historical Society, recommends that the contract be awarded to Monument Conservation Collaborative LLC. Attorney Wells has reviewed the contract.

Mr. Hall made a motion to award the bid for grave marker restoration to Monument Conservation Collaborative LLC as presented in an amount not to exceed \$26,000.00. Ms. Labbadia seconded the motion. The motion passed unanimously.

WESTBROOK FOUNDATION GRANT APPLICATION – PLAYGROUND EQUIPMENT

Mr. Annino, Director of Park & Rec, outlined the grant application submitted to the Westbrook Foundation for the purchase of playground equipment. The amount being requested is \$43,636.43. Mr. Annino reported that after inspection of the playground equipment located at the Fire House, it was determined that the cost of new equipment is less than the amount needed to repair the current equipment.

The Westbrook Foundation Grant application was submitted to the Foundation by their April 1st deadline.

DIRECTOR OF FINANCE REPORT – None

FIRST SELECTMAN'S REPORT

Mr. Bishop reported that the Budget will not be voted on at Referendum but at a Town Meeting on May 11, 2016 @ 7:00 p.m. Information regarding this change in protocol has been distributed to the schools, newspapers, and Council of Beaches. A Citizen's Guide will be mailed to all Westbrook property owners and will include the date of the vote. Absentee ballots are not available for the vote on the budget. An individual must be present at the Town Meeting on 5/11 to vote.

MIDDLESEX HOSPITAL PARAMEDICS – Request for Funding

Mr. Jim Santacroce and Ms. Laura Martino, Middlesex Hospital, were present and reported that the Middlesex Hospital Paramedic services are "operating in the red". The additional liabilities imposed on hospitals by the State and contributing to hospital's deficit were discussed. The hospital is requesting

that towns served by the Paramedic program contribute to the program. They have suggested \$1 per capita in the first year, \$2 in year two, \$3 in year three, \$4 in year four, and \$5 in year five.

The parameters for Medicaid payments, private insurance payments and the “bundle agreement” for billing purposes were discussed.

Mr. Santacroce will forward to Mr. Urban additional financial data as requested. A meeting with Mr. Urban and Mr. Santacroce will be scheduled to discuss same. Ms. Martino will revise the proposal to include verbiage for an Oversight Board. The revised proposal will be forwarded to the Town for further review by appropriate parties.

Continued discussion on this item was tabled until further information is received from Middlesex Hospital.

REVIEW OF FISCAL YEAR CAPITAL IMPROVEMENT PLAN

Information regarding the CIP, developed by Mr. Urban, was included in the BOS packet. The BOS reviewed and discussed same. The BOF will discuss the CIP further at their Special meeting on 4/11/16.

Department

Request

Fire Dept.

Training/Storage Bldg.

Mr. Hall made a motion to approve the Fire Department’s request for funds for a Training/Storage building as presented. Ms. Labbadia seconded the motion. The motion passed unanimously.

Zoning Commission

Phase 2 – Rewrite Zoning Regs.

Mr. Bishop made a motion to approve the Zoning Commission’s request for funds for Phase 2 of the rewrite of the Zoning Regulations as presented. Mr. Hall seconded the motion. The motion passed unanimously.

Land Use

Workflow System Software

Mr. Hall made a motion to approve the Land Use Dept.’s request for funds for Workflow System Software as presented. Ms. Labbadia seconded the motion. The motion passed unanimously.

Land Use

Sliding Files

Mr. Bishop made a motion to approve the Land Use Dept.’s request for funds for sliding files as presented. Mr. Hall seconded the motion. The motion passed unanimously.

WPCC

Town Center Soil Testing

Mr. Hall made a motion to approve the WPCC’s request for funds for Town Center Soil Testing as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

Recreation

Community Center/Emergency Shelter

Mr. Hall made a motion to defer Recreation Dept.’s request for funds for a Community Center/Emergency Shelter. Mr. Bishop seconded the motion. The motion passed unanimously.

Recreation

Fishing Dock

Ms. Labbadia made a motion to approve the Recreation Dept.’s request for funds for a Fishing Dock as presented. Mr. Hall seconded the motion. The motion passed unanimously.

Facilities Management

Replacement of Two Servers

Mr. Hall made a motion to approve the Facilities Management’s request for funds for the replacement of two servers as presented. Ms. Labbadia seconded the motion. The motion passed unanimously.

Public Works

Asset Management Software

Mr. Bishop made a motion to approve the Public Works Department’s request for funds for Asset Management Software as presented. Mr. Hall seconded the motion. The motion passed unanimously.

Public Works

Public Works Equipment

Mr. Hall made a motion to reject the Public Works Department’s request for funds for equipment as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to add funds to the Dredging reserve as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to add funds to the Town Building reserve as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to add funds to the Harbor Patrol reserve as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to add funds to the Planning reserve as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to add funds to the Unassigned Fund Balance as presented. Mr. Bishop seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 6:15 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman