

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

WESTBROOK BOARD OF SELECTMEN
Regular Meeting
Thursday, August 10, 2015
Mulvey Municipal Center
Multi-Media Room

CALL TO ORDER

First Selectman Bishop called the meeting to order at 3:30 p.m. Those in attendance included: First Selectman Bishop, Selectman Hall, Selectman Ehlert, Mary Labbadia, Registrar, Paul Connelly, Chairman Board of Finance, Becky Coffey, Press, Mike Oryl, Police Advisory/Traffic Authority, Sonia Marino, Director of Health/Sanitarian, Robin Donofrio, Administrative Asst. Land Use, Dennis Hallahan, Chairman Ad Hoc Riggio Building Committee, Tom Odell, Conservation Commission Chairman, Meg Parulis, Planner, Trooper Buck, and Trooper Hunter.

Under "Appointments/Reappointments", a first reading for Megan Ruppenicker (R) was added to the agenda.

STATUS OF LAND USE ASSISTANT AND HEALTH EDUCATOR

Ms. Marino, Director of Health/Sanitarian introduced Ms. Robin Denofrio as the new Administrative Assistant in the Land Use Department. Prior to working in Westbrook, Ms. Denofrio was the Administrative Assistant in the Land Use Department for the Town of Guilford. The BOS welcomed Ms. Denofrio to the Town.

Ms. Marino reported that Ms. Kerensa Mansfield has been hired as the part-time Health Educator beginning 9/8. Ms. Mansfield has 14 years of experience as a Health Educator for the Ledgelight Health District and is certified to perform food service inspections.

Mr. Bishop reported that he recently attended a meeting of the Land Use Department staff. The Department is working well and he has heard very favorable comments regarding Ms. Denofrio.

Mr. Ehlert reported that formal written confirmation from the Union is necessary with regard to Ms. Denofrio's appointment. Mr. Bishop reported that Mr. Annino, Union President, was consulted on the details of the appointment. Mr. Bishop will follow-up with the Union.

POLICE ADVISORY/TRAFFIC AUTHORITY – Ticket Ordinance

Mr. Oryl, Police Advisory/Traffic Authority Representative, reported that the Town's proposed "Ticket Ordinance" was modeled after the Town of Chester's Ordinance. The proposed Ordinance would allow the PA/TA to establish fines (not to exceed \$100) for violation of any traffic signal or sign on a municipal highway and parking fines. The PA/TA has recommended that the BOS forward the change in Ordinance to a Town Meeting. A Citation Review Board is currently established to appeal any ticket issued.

Mr. Bishop made a motion to forward the revised PA/TA Ordinance to a Town Meeting scheduled 8/24/15. Mr. Hall seconded the motion. The motion passed unanimously.

REQUEST FROM TOM ODELL – Preserve Ad Hoc Committee – Access to the Preserve

Mr. Odell requested that the BOS allow him, as Westbrook's representative to the Preserve Ad Hoc Committee, to pursue quotes for the purpose of blocking motor vehicle access to the portion of the Preserve located in Westbrook. Mr. Odell presented a map of the property for BOS review. Emergency vehicles would have access to the property. The Board discussed various options to block access including the use of large rocks and gates.

Mr. Ehlert asked if there were any foreseeable future expenses with regard to the Preserve property (road maintenance, plowing). Currently, no funds are budgeted for any maintenance etc. on the Preserve property. Mr. Odell responded that at the present time, Old Saybrook has the responsibility for the Preserve; with the exception of "policing" the area. A dialog with the State Troopers, Westbrook Constables and the Old Saybrook Police Department is appropriate to address any "policing" responsibilities.

Mr. Bishop reported that a "ribbon cutting" ceremony is planned at the Preserve on August 13, 2015. The Governor is expected to attend.

Mr. Ehlert made a motion to direct Mr. Odell to obtain quotes to block entrances to the Preserve property located in the Town of Westbrook as requested by the Preserve Ad Hoc Committee. Mr. Hall seconded the motion. Discussion followed.

Once quotes/pricing is received, a source of funding must be established for any expenditure. Mr. Odell will provide pricing/quotes at the next BOS meeting.

The motion passed unanimously.

UPDATE ON THE RIGGIO BUILDING

Mr. Hallahan provided a draft estimate totaling \$224,537.00 (including sprinkler system) for various maintenance items at the Riggio Building as a result of the December report from the Fire Marshal.

Mr. Hallahan reported that he has not yet called the State Fire Marshal to request a review of the Westbrook Fire Marshal's report on the Riggio Building as directed by the BOS. He discussed the matter with the Board of Fire Commissioners and they determined that involving the State at this time is not appropriate.

Cost estimates (totaling \$4,075) for inside carpentry work and various other exterior repairs (power washing, caulking) to the Riggio Building were distributed to the BOS. Mr. Hallahan intends to begin these projects as soon as possible. The source of funding for these projects was discussed and clarification will be provided at the next BOS meeting (8/27).

NEW TROOPER INTRODUCTION

Trooper Buck introduced Trooper Hunter, formally of Troop E. Trooper Hunter will be working the evening shift and has 8 years' experience with the State Police. The BOS welcomed Trooper Hunter to Westbrook.

Trooper Buck updated the Board on recent police activity (traffic, speeding). He has been patrolling the beach areas on the bicycle. Tickets have been issued in the beach areas, particularly Seaside Ave. prior to the Elk's Club. More speeding tickets are being issued due to the grants that the Town has received. The Middle Beach area has been quiet overall and parking issues are addressed when necessary. The Department has received fewer complaints this summer regarding dogs on the beach.

SET DATE FOR MIDDLE BEACH FOLLOW UP MEETING

Mr. Bishop reported that a notice regarding a Special BOS meeting scheduled 8/19 @ 5:30 p.m. to discuss follow-up for Middle Beach has been forwarded to the Harbor News and will be posted on the Town's website. The appropriate agenda will be filed with the Town Clerk.

There was a discussion regarding the legal notice to be published in the Harbor News and as to the protocol/procedure and timeline of this appearing as an agenda item on the 8/10/15 agenda.

Mr. Bishop made a motion to schedule a Special BOS meeting on 8/19/15 @ 5:30 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

VACANCY AND NOMINATIONS

Mr. Hall made a motion to re-appoint Mike Farrell – D – to a 3 year term on the Harbor Management Committee. Mr. Bishop seconded the motion. The motion passed unanimously.

First Reading

Paul Keryc – D – Board of Assessment Appeals

Megan Ruppenicker – R- Library Board of Directors

APPROVAL OF MINUTES

Mr. Hall made a motion to approve the meeting minutes from the BOS meeting dated 7/23/15 with the following amendment:

At the 7/23/15 BOS meeting, Mr. Bishop introduced a letter developed by Attorney Wells regarding applicable rules of order to introduce a motion pertaining to payment to Mr. Leighton. Mr. Ehlert expressed concern that, in his opinion, there was a delay in directing Town Counselor to clarify the protocol.

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

DIRECTOR OF FINANCE REPORT

Mr. Ehlert reported that he took exception to a response developed by Mr. Urban regarding the process for developing bids for the Fire Department apparatus. He also requested further clarification regarding the total amount paid to Mr. Leighton.

FIRST SELECTMAN'S REPORT

Mr. Bishop reported that Trooper Inglis is retiring effective 9/1. A meeting is scheduled with Lieutenant Goodale from Troop F on Thursday, August 13th to discuss.

ADJOURNMENT

Mr. Ehlert made a motion to adjourn the meeting at 4:36 p.m. Mr. Bishop seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski
Administrative Assistant

Attest,

Noel Bishop
First Selectman