

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

WESTBROOK BOARD OF SELECTMEN  
Regular Meeting  
Monday, September 12, 2016  
3:30 p.m.  
Multi-Media Room  
Mulvey Municipal Center

CALL TO ORDER

The meeting was called to order by First Selectman Bishop at 3:30 p.m. In attendance included: First Selectman Bishop, Selectman Hall, Selectwoman Labbadia, Bob Doane, Shirley Mickens, Environmental Tech., Sonia Marino, Director of Health, Meg Parulis, Planner, Don Izzo, Emergency Management Director, Paul Connelly, BOF Chairman, Carol Hess, Assistant Finance Director, Cathy Wininger, Fire Department, members of the public and Nancy Rudek, ZEO.

Mr. Bishop reported that the following items have been removed from the agenda: follow-up on request to purchase town property, blood born pathogen discussion, update on Cusson property and town center parking project, discussion on Fiske Lane tennis courts, and update on electronic sign. These items will be discussed at a future BOS meeting.

Mr. Bishop made a motion to cancel the 9/22/16 BOS meeting and the 10/3/16 BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

The BOS scheduled a Special Board of Selectmen meeting on 9/29/16 @ 5:30 p.m.

REQUEST FOR EASEMENT

Mr. Doane was present on behalf of the Peet family, 177 Old Mail Trail. Mr. Doane reported that the owner of 177 Old Mail Trail is requesting an easement across Old Mail Trail (the Peet family owns the property on both sides of Old Mail Trail) to allow construction of a septic system serving a lot across the street upon which a new house would be built.

The Planning Commission reviewed the request and submitted a letter stating that the granting of the easement was inconsistent with the following recommendations and goals in the Plan of Conservation and Development:

Minimize new non-water dependent development in flood zones. The Town should ensure that the number of dwelling units (and hence residents) in the low-lying, flood prone sections of the coastline are not increased....

Prohibit new development if septic requirement cannot be met (i.e. on the property owned by the applicant).

Enhance protection of coastal resources (i.e. Tidal wetlands, beach and dune areas)

The Planning Commission did not recommend the easement and suggested that a dialogue with the Water Pollution Control Commission be initiated to discuss the possibility of developing an Ordinance governing the granting of easements consistent with the POCD.

Ms. Mickens, Environmental Tech., reported that there are currently 5 pipes under the roads for properties on Old Mail Trail. These installations were the result of Hurricane damage and are new systems.

Mr. Doane explained that the proposal is for an already existing lot and all flood hazard concerns have been addressed. The owner is trying to use their lot as other area property owners do. The two lots have one owner with two separate parcels on one deed. The properties cannot be separated.

Mr. Hall made a motion to approve the easement as proposed and forward to a Town Meeting for further action. Mr. Bishop seconded the motion. The motion passed unanimously.

APPROPRIATIONS/CONTINGENCY TRANSFERS

Mr. Bishop reported that the event honoring Tom ODell is scheduled on 10/13/16 from 6:00 to 8:00 p.m. at Waters Edge.

Mr. Hall made a motion to approve an amount not to exceed \$1,200 for the Tom ODell event. Ms. Labbadia seconded the motion. The motion passed unanimously.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Mr. Hall made a motion to appoint Nick Aliamo to the PA/TA. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to accept, with regret, the resignation of Sara Angelini as Administrative Asst. in the Land Use Dept. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Bishop reported that this position has been posted and the closing date is 9/16/16.

Mr. Hall made a motion to accept the resignation received from Robert Peterson, Conservation Commission. Ms. Labbadia seconded the motion. The motion passed unanimously.

FIRST SELECTMAN'S REPORT

Mr. Bishop reported:

- The Finance Director position has been posted. The closing date is 9/30/16. Mr. Bishop has met with Carol Hess, who is comfortable in her role as Asst. Finance Director. Department Heads have been asked to forward any financial concerns to the First Selectman.
- A Screening Committee will be formed to review all resumes received for the position of Finance Director. The BOF and BOS will conduct final interviews and may, in discussions, have an additional individual on the Interviewing Committee.
- Input will be solicited from town hall employees regarding the Finance Director position.
- Mr. Bishop recommends that the Accounts Payable position in the Finance Department not be filled at this time. Carol Hess is confident that the Accounts Payable work will be completed in a timely manner.
- As previously discussed, the Auction is scheduled on Saturday, 9/17 @ 7:00 a.m. at the Town Garage.
- The Fire Department's "wet down" of the new engines is scheduled Saturday, 9/17 @ 11:00 a.m. at the Firehouse.
- The Congregational Church, Council of Beaches and Food Pantry continue their efforts to meet the growing human services needs throughout the Town.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 4:05 p.m. Ms. Labbadia seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski  
Administrative Assistant

Noel Bishop  
First Selectman