

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

WESTBROOK BOARD OF SELECTMEN
Regular Meeting
Monday, December 12, 2016
3:00 p.m.
MULTI-MEDIA ROOM
MULVEY MUNICIPAL CENTER

CALL TO ORDER

The meeting was called to order by First Selectman Bishop at 3:03 p.m. In attendance included: First Selectman Bishop, Selectman Hall, Selectwoman Labbadia, Becky Coffey, Press, Donna Castracane, Director of Finance, John Palermo, Open Burning Official, Lester Scott, Gene Cieri, Tony Cozza, BOF member, George Pytlik, Board of Fire Commissioners, Rich Annino, Director Park & Rec, Lesley Wysocki, Business Manager, Pat Ciccone, Superintendent of Schools, Paul Connelly, BOF Chairman, Chris Ehler, Energy Chairman.

An update from the Energy Committee was added to the agenda.

REQUEST FROM PARK & REC – DONATION OF A BENCH – SEASIDE AVENUE

Rich Annino, Director of Park & Rec, reported that a Westbrook resident would like to purchase and donate to the Town of Westbrook, a bench in memory of his mother. He is requesting that the bench be placed on Seaside Avenue (town property). No town funds will be used for the project.

Please note that the President of the West Beach Association was invited to the BOS meeting for the discussion pertaining to the bench.

Mr. Bishop made a motion to accept the donation of a bench to be placed on Seaside Avenue. Mr. Hall seconded the motion. The motion passed unanimously.

REQUEST FOR EASEMENT

Ms. Marino, Director of Health, reported that the resident at 105 Old Mail Trail is requesting an easement to allow for necessary septic repairs. This repair will not increase flows or intensification of use on the property. An easement from the state will also be necessary to complete the project. Attorney Corona, representing the resident, is recommending that the BOS refer the request to the Planning Commission for review.

Mr. Hall made a motion to refer the request for an easement at 105 Old Mail Trail to the Planning Commission for review. Mr. Bishop seconded the motion. The motion passed unanimously.

STATUS OF FIRE DEPARTMENT PUMPER TRUCK

Captain Vallera, Westbrook Fire Department, provided a letter to the BOS requesting that the BOS transfer ownership of the fire department's old ladder truck, the 1975 Mack/Aerialscope to Fleetmasters Inc. of Windsor Locks.

After inspection, it was determined that the vehicle is not useable at this time as a certified apparatus and therefore, the parties interested in purchasing the vehicle are no longer interested in doing so.

In return for the vehicle, Fleetmasters will provide a service credit to the fire department equaling the amount needed to complete the annual service, inspection and NFPA pump tests on the department's 3 new engines.

Mr. Bishop made a motion to transfer ownership of the fire department's old ladder truck, the 1975 Mack/Aerialscope, to Fleetmasters Inc. of Windsor Locks. Ms. Labbadia seconded the motion. The motion passed unanimously.

2017 BOS SCHEDULE

Mr. Bishop made a motion to set the following 2017 BOS Regular meeting schedule:

Tuesday, January 3, 3:00 p.m., Thursday, January 19, 6:00 p.m., Tuesday, February 14, 3:00 p.m., Thursday, February 16, 6:00 p.m., Tuesday, March 14, 3:00 p.m., Thursday, March 23, 6:00 p.m., Tuesday, April 11, 3:00 p.m., Thursday, April 27 6:00 p.m., Tuesday, May, 9 3:00 p.m., Thursday, May 25, 6:00 p.m., Tuesday, June 13, 3:00 p.m., Thursday, June 22, 6:00 p.m., Tuesday, July 11, 3:00 p.m., Thursday, July 27, 6:00 p.m., Tuesday, August 8, 3:00 p.m., Thursday, August 24, 6:00 p.m., Tuesday,

September 12, 3:00 p.m., Thursday, September 28, 6:00 p.m., Tuesday, October 10, 3:00, Thursday, October 26, 6:00 p.m., Thursday, November 16, 6:00 p.m., Tuesday, December 12, 3:00 p.m.

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

POSSIBLE EXTENSION TO BEACH CONCESSION STAND CONTRACT

Per the agreement, the necessary repairs (installation of a hood) to the beach concession stand were the responsibility of John Anello, proprietor of Hog Wild. The cost of the repairs totaled approximately \$12,000. At the BOS meeting on 10/20, the following motion was made: "Mr. Hall made a motion to extend the agreement with Hog Wild through 9/2020 @ \$3000 per year each year and to authorize the First Selectman to negotiate the ownership of hood to revert ownership to the Town. Ms. Labbadia seconded the motion. The motion passed unanimously."

Mr. Bishop reported that after discussing the above motion with Mr. Anello, Mr. Anello is requesting that the contract be extended until 2020, the rent be lowered to \$2000 per month for the life of the contract and that an ATM machine be installed. Mr. Anello will install security cameras.

Mr. Hall reiterated the motion made at the 10/20/16 BOS Meeting. The BOS will discuss the possibility of an ATM at a later date.

Mr. Bishop will discuss the BOS's decision with Mr. Anello.

REQUEST FROM BOE – TRANSFER OF FUNDS – WINDOWS - \$30,000

The BOE is requesting that in order to complete the window project at the high school, additional funds beyond the existing funding are needed. The BOE is in agreement that the high school cafeteria panel of windows should be replaced and is requesting that \$30,000 of the BOE CNRE reserve funds be transferred to the School Bond Fund in order to complete the project.

Mr. Hall made a motion to approve the BOE request to transfer \$30,000 from the CNR Reserve – BOE account to the School Bond Fund account and forward same to BOF and Town Meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

ENERGY DISCUSSION

Mr. Ehlert, Chairman of the Energy Committee, expressed concern regarding communication and the Energy Committee's requests and to what extent they have been addressed.

Mr. Bishop reviewed each item submitted by the Energy Committee and they were discussed as follows:

- Ms. Brainerd, Facilities, reported that the Portfolio Manager documents/data entry is up to date.
- Alternate Supplier – Lesley Wysocki, Business Manager, reported that due to the rate structure, the BOE and the Town cannot participate jointly in electricity pricing. However, Ms. Wysocki and Ms. Castracane, Director of Finance, will discuss natural gas and oil collaborations.
- Generator Project at Fire House – Mr. Scott provided an excellent report as to why the Fire Department used propane vs. natural gas (as recommended by the Energy Committee) as a fuel source for the generator at the firehouse.
- Solar Fees – The protocol used to increase solar permitting fees was discussed. The Clean Energy Pledge will be reviewed and if appropriate, the fees will be adjusted. The Selectman's Office, at the request of Selectwoman Labbadia, will review the Clean Energy Pledge which was not available at the meeting to provide further information on solar fees. Mr. Bishop commented that the Clean Energy Pledge will be distributed to all appropriate parties as soon as possible.
- The Energy Committee has received an Energy Audit on the Riggio Building. This report will be forwarded to the BOS.

APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

Mr. Bishop made a motion to re-appoint Tom Elliott as the Zoning Citation Officer. Mr. Hall seconded the motion. The motion passed unanimously.

First Reading – Joe Rie – U – Harbor Management Commission

Mr. Bishop made a motion to appoint Lee McNamar, R, to the Harbor Management Commission. Mr. Hall seconded the motion. The motion passed unanimously.

First Reading – Tom Fahey – U – Harbor Management Commission, alt.

APPROVAL OF MINUTES

Mr. Hall made a motion to approve the minutes of the 11/14/16 BOS meeting. Ms. Labbadia seconded the motion. The motion passed unanimously.

Mr. Hall made a motion to approve the minutes of the 11/17/16 BOS meeting. Ms. Labbadia seconded the motion. The motion passed unanimously.

Ms. Labbadia made a motion to approve the minutes of the 11/21/16 BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

DIRECTOR OF FINANCE REPORT

Ms. Castracane, Director of Finance, reported that she spent her first week as Finance Director reviewing files and preparing budget documents. She has met with Department Heads regarding the budget and budget packets will go out to the Department Heads early next week. The budgets are due back to her on 1/13/16. A calendar of budget meetings will be developed.

FIRST SELECTMAN'S REPORT

Mr. Bishop reported that the Elks Lodge hosted an appreciation dinner for Town Hall employees, volunteers and Board/Commission chairmen. The event was held on 12/8 and over 150 individuals were in attendance.

The First Selectman and several staff members, including a representative Woodard & Curran, attended a very productive meeting with the DEEP Commissioner and staff on 12/8 regarding flooding/drainage on a street in Westbrook. The next steps regarding the issue are being evaluated.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 4:00 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman