

Westbrook Board of Selectmen

REGULAR MEETING

Monday, April 11, 2011

Mulvey Municipal Center

Call to Order

First Selectman Bishop called the meeting to order at 3:32 p.m.

A quorum was established with the following Board members present: First Selectman Bishop, Selectman Hall and Selectman Ehlert. Also in attendance included members of the Press, Andrew Urban, and Director of Finance, Loren Baker, Resident Trooper Hart, Lesley Wysocki, Darlene Jones, Treasurer, and Mike Jenkins, Fire Chief.

Mr. Bishop distributed, for informational purposes only, a request received from the Fire Department regarding the re-location of fuel storage tanks. No action was taken.

Police Coverage in Westbrook – Resident State Rob Hart

While no complaints or issues have arisen, Mr. Bishop requested that Trooper Hart give a brief update on police coverage in Westbrook.

Rob Hart reported that while Westbrook is down one Constable, no coverage has been lost. The Constable in question worked minimal hours. His shifts have been covered by the remaining Constables. There will be no financial implications due to the remaining Constables covering these shifts. Trooper Hart anticipates no issues. Trooper Hart continued that during special events in the summer months (i.e. Muster, carnival, fireworks etc.), vendors pay for the additional police services required.

There was a brief discussion regarding the protocol for tracking the hours of the Constables and the budgetary implications of adding computers to the constable vehicles. These computers are valuable, but expensive tools that would allow the Constables to run plates, criminal history and restraining order information.

Trooper Hart reported on the Drug Take Back Day scheduled for 4/30/11 and run in conjunction with the DEA and Senior Center.

Trooper Hart had no additional information pertaining to the state's shifting of costs related to Constable's benefits.

Fees for Beach Passes

A survey of beach pass prices from area towns was included in the Board's packet.

**Mr. Ehlert made a motion to increase the out of town beach pass fee to \$25 per day. Mr. Bishop seconded the motion. The motion passed unanimously.**

Finalize Town Meeting Agenda

A copy of the 4/27/11 Town Meeting Agenda was distributed.

**Mr. Bishop made a motion to accept the 4/27/11 Town Meeting Agenda as presented. Mr. Hall seconded the motion. The motion passed unanimously.**

**Mr. Bishop made a motion to add to the agenda a discussion on the protocol for referendum. Mr. Ehlert seconded the motion. The motion passed unanimously.**

Mr. Bishop distributed a letter from Atty. Wells outlining the procedure for determining whether the annual budget is moved to a referendum or voted on at town meeting. The Board discussed same.

The date of the Referendum is Tuesday, May 24, 2011.

Fire Department Bids – Chief Mike Jenkins

Mr. Bishop reported that due to the need for clarification on the bidding process this discussion should be tabled.

**Mr. Bishop made a motion to table the discussion on the Fire Department Bids. Mr. Hall seconded the motion. Discussion followed.**

Mr. Urban reported that two vendors contacted him regarding the specifications in the bid and legal clarification is necessary.

**The motion passed unanimously.**

A BOS Special Meeting is scheduled for Wednesday, 4/13/11 at 3:30 p.m. to discuss the matter.

Road Acceptance – Fairway Lane

A communication from the Planning Commission recommending acceptance of Fairway Lane, associated with a 3-Lot Subdivision of property located at 243 Grove Beach N. known as Fairway Estates was included in the Board's packet.

**Mr. Bishop made a motion to accept Fairway Lane as shown on map entitled "Improvement Location Survey, Site As-Built, and 243 Grove Beach Rd. N, Westbrook, CT 06498, prepared by Martinez & Couch dated 2/4/11" as recommended by the Planning Commission. Mr. Hall seconded the motion. The motion passed unanimously.**

Approval of Affirmative Action Policy Statement and Civil Rights Act

**Mr. Hall made a motion to authorize First Selectman Bishop to sign the Affirmative Action Policy Statement and the Civil Rights Act as presented. Mr. Ehlert seconded the motion. The motion passed unanimously.**

Capital Improvement Plan – Andrew Urban

Mr. Urban distributed the Five Year Capital Improvement Plan. This plan will also be presented at the Budget Hearing scheduled for April 12, 2011.

Mr. Urban reported that while this plan is required to receive LOCiP funds, it is not a commitment, obligation or appropriation. The plan was developed with input from all departments and will be re-evaluated each year.

Anthem Resolution –Andrew Urban

Mr. Urban reported that as this document is an internal budget issue, no BOS action is required.

Formation of a School Boiler Committee

Mr. Bishop reported that the BOE suggested that if new boilers were installed at the high school, the fuel savings would be substantial (approximately 25,000 to 30,000 gallons per year).

Several members of the BOF felt it prudent to develop a Boiler Committee to pursue. A copy of a draft resolution creating a Boiler Committee, provided by Atty. Wells, was included in the Board packet.

Mr. Ehlert felt that this project should be administered through the Westbrook Energy Committee. Mr. Bishop will discuss the subject with Source One representatives and Mr. Ehlert will contact Mr. Jay Sheehan, W&C, to discuss.

Appropriations – none.

Harbor Dredging Update

Information regarding the on-going work of the Harbor Commission was included in the Board packet.

Appointments – Marine Patrol

**Mr. Hall made a motion to re-appoint the following individuals to the Marie Patrol: Joe Pucillo, Larry Merrill, Mark Wyzykowski, Mike McKenna and Joe Brennan. Mr. Bishop seconded the motion. The motion passed unanimously.**

Treasurer's Report – Darlene Jones

Ms. Jones reported that of the \$22 million received in revenue, \$2 million has been received through the Treasurer's office.

Ms. Jones reported that she has arranged for John Riggio to deposit receipts from the transfer station directly to the bank.

Director of Finance Report – Andrew Urban

Mr. Urban reported that the pension has been discussed with the actuaries in advance of the 2011 valuation in July. There are other options that will be put to the volunteers.

Mr. Urban is currently reviewing options with regard to the copier leases (the leases expire in June). There is an opportunity to "piggyback" onto the school's contract through CREC.

Mr. Urban is currently working on the grant protocols.

Selectman's Report – Noel Bishop

Mr. Bishop reported that the Milardo hearing is on-going. At least one or two more hearings will be required to resolve the matter.

Mr. Bishop will be on vacation next week and a notice will go out to town employees.

A meeting is scheduled for 8:30 a.m. on Tuesday, April 12, 2011 to discuss the Bathhouse Concession Stand with the Pfaff's. This matter may need to go back to the BOS.

Mr. Bishop reported that appropriate documentation has been received from the BOE/school regarding janitorial services. This issue has been discussed with Rich Annino, Lesley Wysocki and Andrew Urban. In the future better communication of costs will be addressed.

Mr. Bishop distributed a letter from Atty. Bennet clarifying the FOI results as requested by Ms. Jones. The results of the FOI are a matter of public record and are available in the Selectmen's Office.

#### Minutes

**Mr. Bishop made a motion to approve the minutes from the 3/24/11 BOS meeting as presented. Mr. Hall seconded the motion. The motion passed unanimously.**

#### Adjournment

**Mr. Bishop made a motion to adjourn the meeting at 4:56 p.m. Mr. Hall seconded the motion. The motion passed unanimously.**

Respectfully Submitted,

Suzanne Helchowski