

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK  
BOARD OF SELECTMEN  
REGULAR MEETING  
Tuesday, January 12, 2021  
Via ZOOM

CALL TO ORDER

First Selectman Bishop called the meeting to order at 2:00 p.m. In attendance included: First Selectman Bishop, Selectman Hall and Selectman Fuchs, Ken Butterworth, IT, Tony Cozza, BOF member, Carol Mullaney, VNA Director, Courtney Burks, Senior Center Director, Lee McNamar, WPCA Chairman, Joan Angelini, Town Clerk, Donna Castracane, Director of Finance, Jill Brainerd, Facilities, Mike Oryl, PA/TA, Wendy Leone, Assessor, Zack Faiella, Director of Health, Pat Marcarelli, COB, Vincent Gentile, Jane Butterworth, Treasurer, Elizabeth Carpenter, Social Services Director, Rich Annino, Park & Rec. and Trooper Borelli.

Mr. Bishop made a motion to add to the agenda a discussion and possible action on the Police Accountability Bill; funding (Body Worn/Dashboard Camera systems). Mr. Fuchs seconded the motion. The motion passed unanimously.

PRESENTATION OF PROPOSED 21/22 REQUESTED OPERATING BUDGET

Ms. Castracane, Director of Finance, provided an overview of the requested 21/22 operating budget as submitted by Department Heads. Budget requests total \$13,027,160 or a 1.2% increase (approx. \$150,000). Budget drivers in the proposed budget include several requests for additional staff, wage adjustments.

INDIVIDUAL DEPARTMENT BUDGET PRESENTATIONS

The BOS determined that no votes will be taken relative to individual departments until all department budgets have been presented to the BOS. If necessary, the BOS will invite Department Heads back to the 1/28/21 BOS meeting to discuss potential cuts to the budget and any other items related to their budgets. It is anticipated that at the 1/28 BOS meeting, the BOS will finalize the budget and submit, as required, to the BOF.

Mr. Bishop requested that Department Heads report on any Covid-19 related effects on their respective budgets.

INDIVIDUAL DEPARTMENT BUDGET PRESENTATIONS

The BOS reviewed the following budget submittals: Assessor, Tax Collector, First Selectman, Engineering, HR, Legal, Treasurer, WPCA, Nursing, Rec, Senior Center, Health, Social Services, Town Clerk, Finance, IT, Police

Representatives from the various departments, boards/commissions were available to address questions posed by the BOS.

The meeting recesses at 3:40 p.m. and resumed at 3:45 p.m.

BODY WORK/DASHBOARD CAMERA SYSTEMS – Police Accountability Bill

Trooper Borelli reported on the recently adopted Police Accountability Bill. The Bill requires that police vehicles and police officers are equipped with body worn and dashboard cameras. Grant funds (reimbursable, 30%) are available for the purchase of cameras. A \$103,000.00 appropriation from Fund Balance is necessary to facilitate this purchase.

Mr. Hall made a motion to approve the purchase of body/dash cameras as presented and appropriate the amount of \$103,000 from the Undesignated Fund Balance and transfer to the Police Protection line for the purchase per the Police Accountability Bill and forward to BOF and Town Meeting (BOS per EO) for further action. Mr. Fuchs seconded the motion. The motion passed unanimously.

RESIGNATIONS

Mr. Bishop made a motion to accept the resignation from the Conservation Commission submitted by Mike Oryl. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to accept the resignation from the Energy Committee submitted by Bill Fish. Mr. Fuchs seconded the motion. The motion passed unanimously.

Mr. Fuchs made a motion to accept the resignation from Amelia Ehlers as custodian at the Westbrook Library. Mr. Bishop seconded the motion. The motion passed unanimously.

#### APPROVAL OF MINUTES

Mr. Hall made a motion to approve the minutes from the 12/8/20 BOS meeting. Mr. Fuchs seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to approve the minutes from the 12/10/20 BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Fuchs made a motion to approve the minutes from the 1/5/21 BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

#### FIRST SELECTMAN'S REPORT

Mr. Bishop reported the following:

- A meeting of all Land Use, Building and Health staff was convened after the 1/5 BOS meeting. At the meeting, the staff was informed of the action taken by the BOS; i.e. Full Time Land Use Tech position would be posted and the two Land Use Administrative Asst. positions were eliminated.
- Land Use, Building and Health Supervisors and Chairmen met on 1/11. This very productive meeting outlined protocols in the Land Use Dept.
- A meeting of Land Use, Building and Health Supervisors and Administrative Assistants will be scheduled next week.
- The MOA with David Maiden relative to ZBA coordination, the revised Land Use Tech job description and the revised Planning, Zoning and Development Coordinator job description were forwarded to the Union for approval.
- As discussed at the 1/5 BOS meeting, the First Selectman is responsible for the day to day administrative (only) operations of the Land Use, Building and Health Departments.

#### ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 4:07 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski  
Executive Assistant

Noel Bishop  
First Selectman