

**BOARD OF SELECTMEN MEETING
REGULAR MEETING
January 15, 2009
(Subject to Approval)**

PRESENT: First Selectman H. William Davis, Jr.
Selectman Carol Hubert
Selectman Kenneth Kerin
Selectman Barbara McLaughlin
Selectman John Turk

NOT PRESENT: Selectman Stuart Somers

ALSO PRESENT: Treasurer Bill Sarosky, Director of Public Works Tom Crowe, Land Use Administrator Deloris Curtis, IT Committee Member Doug Ziemke, Assistant to the First Selectman Jennifer Naylor, Office Manager Noreen Thompson, Interested Citizens, and Members of the Press.

CALL TO ORDER

First Selectman Davis called the Regular Meeting of January 15, 2009 to order at 7:41 p.m. in Room 205 of the Town Hall.

PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

MOMENT OF SILENCE

A moment of silence was held for Patricia Clark who died January 11, 2009. She was a member and Chairman of the Parks & Recreation Commission from 1984 to 2002, a member and Co-Chairman of the Berry Farm Committee, and a member of the Open Space Steering Committee. She gave freely of her time to the Town of Southbury.

PUBLIC COMMENTS

1. Ted Przedpelski of the Senior Advocacy Club of Heritage Village spoke on behalf of tax abatement for senior citizens. He said such abatement is fair because seniors do not avail themselves of the facilities of Region 15 which take up three quarters of the town budget.
2. Robert Barnes of Lum Lot Road suggested the Town could save money by not plowing when there was only ½ inch of snow and by

putting off the Purchase Brook Road project which has been on hold since 2002.

ANNOUNCEMENTS/CORRESPONDENCE

1. Letter received December 30, 2008 from Dom Narducci expressing his interest in serving on the Retirement Plan Oversight Committee.
2. Letter dated January 5, 2009 from the State Emergency Management and Homeland Security confirming that the Town of Southbury's Emergency Operation Plan was received.
3. Letter received January 6, 2009 from Michael and Regina Barcello to the Board regarding a naming problem with a couple of roads in Southbury.
4. Copy of the SVFA Annual Report for 2007 – 2008.
5. Animal Control Officer's report for December 2008.
6. Building Department report for December 2008.
7. Fire Marshal's report for December 2008.

In regard to item 1. Sel. Kerin reported that Dom Narducci decided he is not interested in serving on the Retirement Plan Oversight Committee. Sel. Kerin hopes to keep Mr. Narducci's interest on file so when a suitable opportunity comes up he can get back to him. In regard to item 3. Sel. Hubert asked if this letter had been sent to the Planning Commission. Land Use Administrator Deloris Curtis remarked that Sanford Road also had a naming problem. In regard to item 4. Sel. McLaughlin said she would like to compliment Fire Chief Gilbert on the Annual Report with the 75th Anniversary History of the Southbury Volunteer Firemen's Association. She found it exceedingly informative and very interesting.

MINUTES OF THE DECEMBER 18, 2008 REGULAR MEETING **Approval of the minutes was moved by Sel. Turk and** **seconded by Sel. Kerin.**

Sel. McLaughlin said that she left the meeting in the beginning of the discussion of the Amendment to Town Ordinance Fee Schedule under NEW BUSINESS (on page 8 of the minutes) and returned to the meeting after the vote was taken to hold a public hearing on the proposed Amendment. She accordingly would like

the minutes to reflect that she had left the room and so was not there for the vote.

The minutes of the December 18, 2008 Regular Meeting with the above amendment were unanimously approved.

CONSENT AGENDA

Upon a motion by Sel. Turk, seconded by Sel. McLaughlin, the following items on the Consent Agenda were unanimously approved:

1. Resignations and Appointments

RESOLVED, that the Southbury Board of Selectmen hereby acknowledges with regret the resignation of Robert L. Williams as a member of the Southbury Historic Buildings Commission, effective immediately.

RESOLVED, that the Board of Selectmen hereby appoints Geralyn Hoyt to serve as Southbury's representative to the Northwest Connecticut Public Safety Communication Center, Inc., for a term to expire December 31, 2010.

2. Refunds

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Tax Collector and in accordance with State Statute Section 12-129, hereby approves the refunds for a total amount of \$4,258.60.

3. Referrals from Land Use

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Zoning Enforcement Officer, hereby releases the following bonds in the amount of \$1,500, the property being in conformance with the zoning regulations:

PRINCIPAL:	Amarc Builders LLC
SURETY:	Wachovia Bank
PROPERTY:	691 Roxbury Road, Lot F55
(Town File 04-02)	

PRINCIPAL:	Mark Gyolai
SURETY:	Naugatuck Savings Bank

**PROPERTY: 190 Saddle Ridge Road, Lot 13
(Town File 08-10)**

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Inland Wetlands Commission, hereby reduces the following bonding:

**PRINICIPAL: David Dicks
SURETY: People's Bank
PROPERTY: Renaissance Estates Subdivision**

	<u>FROM</u>	<u>TO</u>
Wetlands Detention Basin (Town File 07-21)	\$25,000	\$9,500

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Planning Commission hereby reduces the following bonding:

**PRINCIPAL: David Dicks
SURETY: People's Bank
PROPERTY: Renaissance Estates Subdivision – Purchase
Brook Road**

	<u>FROM</u>	<u>TO</u>
Road & Drainage	\$110,268	\$110,268
Monuments & Pins	\$11,165	\$11,165
Street Trees	\$16,500	\$500
Soil Erosion	\$28,962	\$28,962
Common Driveway	\$6,000	\$6,000
	\$172,895	\$156,895

(Town File 07-22)

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Land Use Inspector, hereby releases the following Soil Erosion Control Bond in the amount of \$1,000 unless otherwise noted:

**PRINICIPAL: Richard Seman
SURETY: Newtown Savings Bank
PROPERTY: 49 Westenhook Terrace, Lot 20W
(Town File 06-105)**

PRINCIPAL: Philip & Lisa Nelson
SURETY: People's Bank
PROPERTY: 1508 Kettletown Road, Lot 2B2
(Town File 07-01)

PRINCIPAL: Mark Gyolai
SURETY: Naugatuck Savings Bank (\$1,008.31)
PROPERTY: 190 Saddle Ridge Lane, Lot 13
(Town File 07-48)

PRINCIPAL: Eric Strachan
SURETY: Webster Bank
PROPERTY: 327 Royal Coach Lane, Lot 9
(Town File 05-81)

PRINCIPAL: Eric Strachan
SURETY: Webster Bank
PROPERTY: 86 Sanford Road, Lot 3
(Town File 06-77)

PRINCIPAL: Mark Lawrence
SURETY: Union Savings Bank
PROPERTY: 5 Saddle Ridge Lane, Lot 1
(Town File 05-91)

PRINCIPAL: Ben Sharpe
SURETY: Naugatuck Savings Bank
PROPERTY: 120 West Flat Hill Road, Lot 6 - 9
(Town File 03-96)

PRINCIPAL: Howard & Dawn Sears
SURETY: Peoples Bank
PROPERTY: 213 Horse Fence Hill Road, Lot 92
(Town File 05-55)

PRINCIPAL: N P Homes LLC
SURETY: Newtown Savings Bank
PROPERTY: 295 Westenhook Terrace, Lot 12W
(Town File 07-45)

PRINICPAL: Placelift Renovations LLC
SURETY: Bank of America
PROPERTY: 232 Westenhook Terrace, Lot 8

(Town File 06-95)

PRINICIPAL: Robert Moss (RJS Builders)
SURETY: Naugatuck Savings Bank (\$1008.03)
PROPERTY: 65 Westenhook Terrace, Lot 19
(Town File 06-99)

PRINICIPAL: Margaret Bartlomowicz
SURETY: Webster Bank
PROPERTY: 298 Westenhook Terrace, Lot 11
(Town File 06-78)

PRINICIPAL: Eric Strachan
SURETY: Webster Bank
PROPERTY: 626 Judd Road, Lot 4
(Town File 05-56)

4. Leave of Absence

RESOLVED, that the Southbury Board of Selectmen hereby approves the request of June Knapp for a three month medical leave of absence, starting on January 15, 2009 through April 15, 2009 (approximately).

STAFF REPORTS

1. Treasurer Bill Sarosky presented his written report of Revenue & Expense Estimates for the remainder of FY 08/09. As of 12/31/08 the estimated shortfall was \$402,258 (an improvement over the 11/30/08 estimated shortfall of \$455,000). Treasurer Sarosky pointed out that the report contained the 2007 year-to-date revenue figures to compare with the 2008 year-to-date revenue figures as Sel. Turk had requested last month.

Treasurer Sarosky said that in future months all the department heads will comment on all of the line items within their departments, not just the ones they think are going to be under or over. Also, like Director of Public Works Tom Crowe has done this month, the department heads will show possible additional variances in addition to the already determined variances.

2. Director of Public Works Tom Crowe said he had nothing to report. He is going to be asking for a transfer to pay for more salt, sand, snow blades, and various repair parts.

TRANSFERS

Upon a motion by Sel. Hubert, seconded by Sel. McLaughlin, it was unanimously

RESOLVED, that the Southbury Board of Selectmen hereby approves and refers the following Transfer to the Board of Finance:

09-09	DEPARTMENT:		
	FROM: Fund Balance	10001-49000	\$838.00
	TO: Operating	10054-55010	\$838.00

To transfer funds received in memory of a Southbury resident to the Needy Fund.

BIDS

First Sel. Davis read Public Works Director Tom Crowe's letter recommending the award of the Purchase Brook Road tree removal contract to low bidder, Southbury Tree Service, Inc., which has performed well for the Town in the past.

Sel. Hubert asked about the time frame for removing the trees. Director Crowe replied that there was a time frame within the bid. They would start within 5 days and complete within 30 days. The intent is to have the tree removal finished so the construction can start in the spring.

Upon a motion by Sel. McLaughlin, seconded by Sel. Kerin, it was unanimously

RESOLVED, that the Southbury Board of Selectmen, upon the recommendation of the Director of Public Works, hereby awards the bid for the Purchase Brook Road tree removal to Southbury Tree Service, Inc., of Oxford, CT for a price of \$37,000.

UNFINISHED BUSINESS**1. Proposed Amendment to Fee Schedule**

Sel. McLaughlin requested that the matter of the Fee Schedule Amendment be tabled until after the Board hears from the Chairman of the Inland Wetlands Commission. It was agreed to table any action until the next Board of Selectmen meeting.

2. IT Committee Up-Date

Sel. Kerin said that the entire IT Committee was present. He introduced Doug Zeimke, Chairman of the Website Working Group to speak in support of the Committee recommendation that the Town accept the bid of QScend Technologies to upgrade the town website. Doug Zeimke said QScend has done over 200 municipal websites. He said further: their tools are simple and easy to use; the website will not just look good, but be functional; the Town's website reflects the town itself; and the Website will lay a platform for eventual online payments, forms, e-mail subscriptions, and other interactions.

Sel. Kerin pointed out that a resident of Southbury and a resident of Woodbury would be the two QScend employees who would be working on the Southbury website.

First Sel. Davis remarked that the website would be a gateway to the town and thus a first impression of the town. He said that he thought QScend client Durham's website was impressive. Sel. Kerin said that QScend client Danbury had a bid list of 1,100 bidders which had been obtained by contractors signing up on the website.

Mr. Zeimke pointed out that people now are looking at the website first before they pick up the phone or get in their car and go; so it is important to have information out there.

Sel. McLaughlin asked if the department heads who were not on the Website Working Group were receptive to the Website plans and had had a chance to comment. She also asked if the town employees were going to be willing to utilize the website. Mr. Zeimke replied that the interface to the website tools are just like any word processing or spreadsheet the employees are using now.

Sel. Hubert commended Mr. Zeimke for finding a company that does all these things. She instanced the automatic e-mail updates that could be sent out to alert people when there was a change in a page they were interested in and also the saving of employee time by having people sign up for things on the website.

Sel. Kerin said that calendars on the website could be set to be always fresh with items automatically going off the website when they are past.

Sel. Hubert remarked on how easy to use and how interactive Durham's website was although Durham only had a population of

about 7,000. She said you could even pay your taxes on Durham's website.

First Sel. Davis asked for the time frame. Doug Zeimke replied that it would be about a 12 week process.

Upon a motion by Sel. Kerin, seconded by Sel. McLaughlin, it was unanimously agreed to accept the bid of QScend Technologies of Waterbury, Connecticut to create, maintain, and host a new website for the Town for a one-time cost of \$14,535 and a monthly fee of \$100.

Sel. Kerin handed out to the Board a revised IT proposal for the remainder of FY08/09 for hiring two part-time consultants (\$20,000), staff education (\$5,000), and Misc. (\$1,000). He pointed out that \$70,000 was in the budget for professional services and this proposal would only use \$26,000 of that.

First Sel. Davis said that he had Assistant to the First Selectman Jennifer Naylor check with the town attorney and the town attorney said that he did not think there was a conflict of interest in hiring IT Committee members Jack Rutherford and Frank Salamone as part-time consultants for the rest of the fiscal year. Sel. Kerin added that Mr. Rutherford and Mr. Salamone would recuse themselves from any inappropriate activities on the committee and would not be candidates for any future position beyond this assignment.

Sel. Kerin said hiring the consultants would be a low cost/high pay-off activity. Sel. Hubert said she sees this as a good opportunity to make sure the Town is not going backwards and to start implementing all the money invested in the GIS system. She also mentioned the need for help with the upgrading of the accounting system in the fiscal office. Sel. Hubert said she would like to see each department head be able to access his or her own real-time figures without having to bother fiscal.

Upon a motion by Sel. Kerin, seconded by Sel. Hubert, there was a vote to approve the expenditure of \$26,000 in accordance with the IT committee proposal for consultants, staff education and miscellaneous. All were in favor except Sel. McLaughlin who voted Nay. The expenditure was approved.

NEW BUSINESS

1. Purchase Brook Road – Road Closing

In response to a question from Sel. Hubert, Director of Public Works Tom Crowe said that the road would be closed for periods of say three weeks at a time as needed. It would not be closed one day and open the next. The closings would be announced in advance. School buses and mail traffic would be allowed to go through. First Sel. Davis pointed out that it would not be a big detour.

Upon a motion by First Sel. Davis, seconded by Sel. Hubert, it was unanimously

RESOLVED, that the Southbury Board of Selectmen, hereby approves the request of the Director of Public Works to close Purchase Brook Road between River Road and Stillson Road to thru traffic during normal working hours (7:00 a.m. thru 4:30 p.m.) until the project is completed in late summer (exact dates to be determined); and

BE IT FURTHER RESOLVED, that it is the responsibility of the Director of Public Works to provide adequate police coverage, and to notify the appropriate agencies of this road closure.

REPORTS FROM SELECTMEN SERVING AS LIAISONS

Sel. Hubert told of an informative discussion of the Region 15 IT system.

Sel. Hubert reported that she, Sel. Kerin, Treasurer Bill Sarosky, and Board of Finance member John Reilly interviewed the applicants and now recommend the appointment of 2 members from the public at large, Craig S. Rosenthal and Lisa A. Cesare, and 2 alternates, Kenneth W. Korsu and Thomas J. Connor, to the RPOC (Retirement Portfolio Oversight Committee, formerly the Retirement Plan Oversight Committee).

Sel. McLaughlin said that she does not like to vote when she knows nothing about the recommended people except their names. So she will abstain. First Sel. Davis said he understood. Sel. McLaughlin said she thought the Board was going to make the appointments at their first meeting in February. First Sel. Davis said the Town was under the gun by the Beirne Group. Sel. Hubert said she understood Sel. McLaughlin too, but that the new members when appointed would have a lot of reading to do before the RPOC meeting the second week in February.

Upon a motion by Sel. Hubert, seconded by Sel. Kerin, with Sel. McLaughlin and Sel. Turk abstaining (because he knows two of the recommended appointees) it was

RESOLVED, that the Southbury Board of Selectmen hereby appoints the following to serve as members of the Retirement Plan Oversight Committee:

Regular Members

Craig S. Rosenthal, 163 Cobbler Lane, term to expire on December 31, 2010

Lisa A. Cesare, 132 Turrill Brook Drive, term to expire on December 31, 2012

Alternate Members

Kenneth W. Korsu, 272 Old Woodbury Road, term to expire on December 31, 2009

Thomas J. Connor, 152 Hemlock Ridge Road, term to expire on December 31, 2011

Sel. Hubert reported that the Board of Finance wished to bring two things to the attention of the Board: 1. the Board of Finance thought the construction projects should be closed and 2. the Board of Finance would like the installation of security cameras at the town garage to be considered.

Upon a motion by Sel. Hubert, seconded by Sel. McLaughlin, it was unanimously agreed that the Southbury Board of Selectmen move into Executive Session at 8:45 p.m. to discuss union contracts.

EXECUTIVE SESSION

The Executive Session was called for the purpose of discussing union contracts.

Selectmen Present

First Selectman Davis
Selectman Carol Hubert
Selectman Kenneth Kerin
Selectman Barbara McLaughlin

Also Present

Jennifer Naylor, Asst. to First Sel.
William Sarosky, Treasurer

Selectman John Turk

First Selectman Davis declared the Executive Session closed at 9:10p.m.; and the regular meeting continued.

Sel. McLaughlin moved, seconded by Sel. Turk, to adjourn the meeting at 9:11 p.m. All were in favor.

Respectfully Submitted

Jocelyn Bagger