

Board of Selectmen's Meeting – August 3, 2016

Lizz Milardo called the meeting to order at 7:00 P.M. at Haddam Town Hall, 21 Field Park Drive, Haddam

Robert Duval & Sean Donlan were present.

The Pledge of Allegiance was recited.

Approval of Agenda:

Donlan made a Motion to Amend the Agenda to add under new business town website. Approved unanimously.

Approval of Minutes: Board of Selectmen meeting: July 20, 2016. Donlan moved to approve the minutes No Discussion. Approved unanimously.

Public Comments: None

Reports:

Senior Center: It's been slow due to summer.

Municipal Agent for the Elderly: She's done all of her training. She's met with Youth & Family. They are handing out vouchers to be used at the Farmers Market. She is keeping a list of people she is helping.

Resignations: Effective August 31, 2016 Mark Lundgren is resigning. We will re-post opening for the Senior Center.

Appointments: Jennifer Gauthier was recommended unanimously by the committee. She is capable to do the re-evaluation in house. She has experience. She will work 35 hours a week. She will start on August 24, 2016. She accepted \$73,000.00.

Donlan: How soon will she be certified if all goes well? Milardo: By the end of the year or February 2017 at the latest.

Duval made a Motion to appoint Jennifer Gauthier as our new Tax Assessor. Donlan seconded. Marilyn will stay on a few weeks (at a reduced rate & part time) to help Jennifer get acclimated to the new position. Approved unanimously.

Old Business: Public Health Supplies (tabled from the last meeting)

Public Health asked for money last year, they were cut ~ \$20,000.00 of their budget. It was understood that Melissa (former Selectman) told Public Health that they could order their supplies through the town hall which would save money and that the town hall would cover those expenses. This year, it didn't come up because they asked for \$80,000.00 and we gave them \$80,000.00. Georgia & Barbara spoke with Kim, the Treasurer of Public Health, and they looked at their expenses and office supplies. The most expensive thing they buy is copy toner. Previously, Public Health was billed for those expenses and I believe we should continue to do so because we did not cut their budget. We gave them what they needed.

Milardo made a Motion to bill Haddam Public Health for the supplies the town purchases for them. Duval Seconded. No Discussion. Approved unanimously.

Correspondence: Brainerd Library: They would like our affirmation on appointing Mr. Carl Conrad and Ms. Sharon Kapitulik to the Board of Trustees for a three (3) year term. It will start in September 2016 and end in September 2019.

Donlan made a motion to approve the two (2) candidates to Library Board of Trustees. Approved unanimously.

Committee on Aging: Marge DeBold the new chair of the Committee on Aging. They are putting a brochure together to recruit more people to the senior center and to Club 60. They want to use the town logo and is asking if it is okay. We are going to have to have an ordinance because our logo is being used by non-town entities. I asked Marge to put it in writing. We need to work on this in the future. She's asking for permission to use the town logo on the pamphlet for the senior resource pamphlet for the committee on aging. No discussion. Approved unanimously.

New Business: Website: The town website is not user friendly. For any additional user to go on the website it will cost \$200.00 which is why we only have one (1) person who can use it. We interviewed 3 companies. Money is already in the budget under Town Office Building upgrade. We have \$9,400.00. I am requesting to sign with Virtual Town Halls & Schools. There are no hidden costs. There are five (5) people that can put the data up. Everyone will be able to upload the minutes. It would improve the information system for the town. All of the minutes will be held on the website and archived. Each department will be able to look and see what the other is doing. It will be cost saving for FOIA requests, getting information out to the public. It's so more advanced than what we have. We need to improve that level of technology. We can pay this over two (2) years. It will take a few months to get up. I'd like to get this signed up now so it will be up by January. They would like us to commit for four (4) years. Either party may terminate giving a 60 day notice. People will be able to subscribe & unsubscribe to different topics they are interested in. The initial term is four (4) years. Can we do two (2) years? Donlan: yes, it is still the lowest bid after two (2) years. Milardo: We don't pay until it's up. I will ask for two (2) years.

Donlan made a motion that we accept the bid by Virtual Town Halls & Schools and authorize First Selectman to sign license & service agreement provided that terms of the agreement, paragraph 1 be changed from 4 years to 2 years. No further discussion. Duval Seconded. Approved unanimously.

Selectman's update: The architect did go to the Senior Center and looked at that so we should have the information on what we need to do soon. We had bids go out to look at the Community Center because it needs to be painted. There is some lead paint. This building (Old Town Hall) CIRMA is going to pay for all of the water damage but there is lead and asbestos that needs to be taken care of and we are working with the field engineer on what the cost will be. The actual leak in the chimney that caused this whole thing for the past 7 years is finally fixed. Depending on what the dollars are I am going to ask the Board of Finance for the funds just so this is done. Marilyn informed me of a way that you can the property declarations for businesses can now be printed out and scanned with a barcode. That will save a lot of time inputting in the Tax Assessor's office. Kristin has an extra scanner in the Tax Collector's office so they can use that scanner. They will put a scanner in their budget down the road. The Transfer Station study is still going on. There are some safety concerns regarding the flow of traffic. I will be getting the final results of that. They have been saying for a while that we should put in another container. So we

will do that. I put a stop to overtime on Saturdays and Sundays at the Transfer Station. We may need to hire someone part-time. The Public Works crew was working their 40 hour week and then they were also working Saturday & Sunday rotating weekends and getting time overtime. We made a part-time hire to the transfer station to cut back on those and we'll probably make another hire. With the upcoming retirements a few of the candidates would be willing to work 4 days during the week and 1 day on the weekend. The money we save on the overtime will help pay for the container. All of the LED lights have been put up on 154. The Jail Committee, we signed the contract with Fuss & O'Neil and they have already been in there. They are working on phase 1.

Public Comments: Neil Peron of Haddam Neck Hats off to Sam and his crew. In a 24 hour period they had a forest fire, a truck fire at a gas station and a plane crash. Their response times are great. Most calls this month since 2007.

Duval moved to adjourn meeting at 7:40PM. Donlan seconded. Approved unanimously.

Minutes taken by: JoAnn Ricciardelli