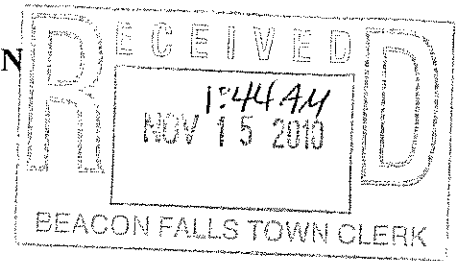


BEACON FALLS BOARD OF SELECTMEN
SPECIAL MEETING
NOVEMBER 8, 2010
MINUTES
(Draft Copy – Subject to Revision)



First Selectman S. Cable called the Special Meeting of the Board of Selectmen to order at 1:30 P.M.

PRESENT: First Selectman S. Cable, Selectman D. Sorrentino and Selectman M. Krenesky.

ALSO PRESENT: E. Bea, F. DelVecchio, S. Moffat, J. Gracy, J. Mays, M. Classey and E. Trzaski.

S. Cable noted that Kevin White had made some recommendations with regard to Public Works and wanted to discuss his report with Public Works.

Public Works employees felt that K. White was very straightforward with them during their brief discussions with him. Biggest concern of Public Works employees was that there are too many bosses and too many assignments given to them by too many people, with S. Cable noting the chain of command should first come from the First Selectmen, then from E. Bea and then to the crew.

S. Cable noted currently E. Trzaski and M. Classey are concentrating on the parks and added it might be a good idea to rotate the public works employees to work in other areas so that they might become familiar with all aspects of public works.

S. Cable agreed the Parks and Recreation liaison should check with her before giving out any work or criticism directly to the public works employees, adding that if any employee has any suggestions they should come to her first.

Public Works would like to see a budget posted so they have an idea how much money has already been spent and what monies are remaining, with E. Bea noting he picks up a budget report every two (2) weeks, adding that when something is needed it should be purchased. J. Gracy asked if the Parks Commission spends monies without telling Public Works, with E. Bea noting the Parks budget has nothing to do with the Public Works budget.

M. Classey noted an incident with regard to an aeration bubbler installed at Matthies Park and no one from Public Works knew about it. E. Bea said it is very difficult when he has work scheduled and men are told to get to another location immediately when that specific job was not scheduled.

M. Krenesky agreed that any projects should be first going through the First Selectman's office, adding the Parks Commission is not running the show. He added that the Parks Commission should know what Public Works is doing at the parks, with S. Cable adding if Public Works doesn't know about a Parks project they should not work on that project.

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S. Moffat felt Public Works should know about the goals and plans of the Parks Commission and asked about the rotation of Public Works employees to all have a chance to work in the parks and for how long a time the employee would remain in each area. He was also concerned about whom to take orders from: J. Rodorigo or the Board of Selectmen. M. Krenesky felt employees should be cross-trained to have at least some basic knowledge of a job in an instance when both employees working in the parks might be out at the same time. F. DelVecchio said a rotation system might cause various things to get overlooked. M. Krenesky said this is why there has to be planning and scheduling of work.

J. Gracy added that in the past year all Public Works employees have had the opportunity to work in the parks and felt that things were better this year than before. E. Bea noted he had met with K. White and agrees that there should be two (2) people working in the parks at all times, adding it takes time to learn what has be done, and that he likes to know where his crew is during the day. S. Cable commented that this is a good way to manage the crew while at the same time utilizing each person's area of expertise. She added the Board of Selectmen would like to see this written into some type of format, with M. Krenesky adding the BOS wants to see a written yearly plan put into some type of calendar.

E. Bea asked Selectmen if they read copies of the daily sheets turned in with the payroll, adding all work planned and completed in included in those sheets. While he agreed that Parks does have some good ideas, Public Works should be kept in the loop.

M. Krenesky added that no maintenance should be done without approval from the Selectmen. E. Bea added that someone needs to know who might be in the parks for any specific maintenance reason, adding he does not want to see Public Works get stuck when a job is not completed or done properly.

E. Bea felt if Parks has a project, Public Works needs to know where monies will be spent. He also felt he would like to keep the continuity with regard to who is currently working in the parks, keeping in mind the expertise of each person and adding that all of Public Works has had the opportunity to work in the parks.

Discussion on how much work is farmed out, with S. Cable adding she feels Town farms out too much work. She felt bottom line is could the Town be doing more of this work? J. Gracy noted you have to have the right equipment and tools and need the time to get that work done. He added that sometimes some of the work has to actually be done by hand. S. Cable asked about possibility of renting equipment needed for a specific job and suggested doing a price comparison. G. Mays said it might be a good idea to own a piece of equipment if it used a lot. E. Bea noted Town does have some equipment to handle crack sealing and line painting to handle specific jobs.

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S. Cable noted a suggestion was made by K. White to have GPS systems installed in all Public Works vehicles to track and follow the crew, adding she does not think this is necessary. She added that the ‘bosses are the taxpayers’ and suggested when an employee sees some trash on the road, etc, just stop and pick it up, adding this is something positive and bodes well for the taxpayers.

S. Moffat said shutting down the bulky waste transfer station for the winter months is an excellent idea. S. Cable noted this had to be done because of the budget reduction. She also said the BOS is looking at increasing some of the fees charged. E. Bea noted cost for one (1) dumpster is \$250. He added Town does try to chip some of the brush but this is not always possible.

Discussion on stickers needed to use the bulky waste facility, with employees noting that some time it is difficult to check to make sure each vehicle has a sticker, adding there are times when there is a big problem with traffic. Suggestion made on possibly rearranging the entranceway to the area. S. Moffat said it is hard to physically check each item being dumped, adding sometime people try to hide propane tanks, and that people don’t always tell the truth about what they are dumping. Suggestion also made to keep a special place for electronics. It was noted the CNVCOG does sponsor an electronics drop-off event a few times a year in different locations of the COG Towns.

E. Bea noted that some type of maintenance is planned for every day, adding when a drainage project is scheduled, he does not want to leave that job to go pick up liter.

D. Sorrentino asked if there is a possibility of the Town redoing the sidewalks in the Hill section. Everyone agreed there are several projects that need to be done, but there is the question about having enough money to do them. E. Bea said he plans for the work to the best of his ability and the manpower he has to work with. He also noted his biggest concerns are about the roads, adding there are things which should have been done years ago, but there is never enough money to do those things.

Discussion also on tree trimming and removal, with E. Bea noting some tree jobs are well beyond the Town’s capabilities, adding it might be a good idea to purchase a small bucket loader, adding branches do need to be cut back periodically. He also noted Public Works is not a construction company but they are supposed to be doing maintenance.

Discussion of a catch basin at end of Johnson Street which goes right down to the sewer line. E. Bea said Town could do this project which could take up to three (3) days to complete. S. Cable suggested putting together some figures on how much the project would cost.

Suggestion made to screen our own loom which would be money well spent.

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J. Gracy suggested having a meeting like this one maybe at least four (4) times per year.

Meeting with Public Works ended at 2:30 P.M.

Labor Attorney F. D'Urso is reviewing information on the following: (1) Procedure to make both the Tax Collector and Town Clerk hired positions rather than being elected positions. S. Cable is in process of getting Job Descriptions for both positions. The current Biannual Elections Ordinance would have to be changed. It was noted this change would only be a revision to the existing Ordinance. Attorney will check on terms of office since Town Clerk would still have two (2) years to go as an elected official after the 2011 elections. He noted Town Clerk has to be certified; with BOS adding this certification process could take place after a person has been hired with the understanding there would be a time limit in getting that certification. (2) W. Stults situation. F. D'Urso said Board of Selectmen has to hold a public meeting on this matter, with W. Stults to be notified by Certified Letter and given the option for the meeting to be held in Executive Session.

Meeting with Resident Trooper A. Cipriano and Lt. E. Rodriguez with regard to salary raises they have suggested for police officers not in the union. E. Rodriguez noted that giving a \$1.00 per hour increase to those employees would amount to an added expense of approximately \$700 per month or \$8400 per year. It was noted the non-union officers had not been given a salary increase in at least three (3) years.

S. Cable reported that Board of Finance does not want to give any raises until the next fiscal years budget (2011/2012) discussions E. Rodriguez added the officers have been working very hard with all that has been going on in Town. S. Cable said bottom line is that even if the BOS gives approval for salary increases, the Board of Finance will say NO, adding salary increase negotiations will go on during budget time next year. She noted that she would fight for the increase at that time.

A. Cipriano and E. Rodriguez noted there at least six (6) to eight (8) open shifts every month, and because of the Union Contract, Officers Blakeman and O'Bar have to be offered the open shifts, which results in a lot of overtime being paid. A. Cipriano said he has a person who is already certified, can 'carry two (2) badges' and has all of the equipment except for a uniform and is ready to work for the Town. This would be a part-time position with no benefits. It was noted that when an officer refuses to work extra shifts or books off on his scheduled hours, there are no consequences to those actions.

S. Cable noted that when the schedule has been already been posted, an officer should only be able to swap a shift ahead of time.

E. Rodriguez also reported to the BOS that currently the 2005 Chevy Tahoe is at Gabe's Service Station with a proposed cost of \$4,000 in repairs needed. He noted that \$7,286

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was already spent in the last seven (7) months coming to a total of \$12,000 being already spent in the last eighteen (18) months. He noted this vehicle has been properly maintained since it was purchased brand new and now has over 100,000 miles on it.

E. Rodriguez also noted the Expedition is not a patrol vehicle but has been used as such when needed. Currently there are two (2) police cruisers. He suggested Town purchase a new vehicle at an approximate cost of between \$20,000 and \$24,000. No action taken at this time. S. Cable will present this request at the November 9, 2010 Board of Finance meeting.

D. Sorrentino asked how busy Police Clerk was.

Meeting with the Police concluded and Attorney F. D’Urso returned to the meeting. S. Cable noted B. Fitzpatrick has announced his retirement as Treatment Plant Superintendent effective December 31, 2010. This position needs to be advertised first in-house and then published in the newspaper.

D. Sorrentino asked if this position could be removed from the union but then realized this is not a good idea. Earlier suggestions to privatize the services were also taken off the table at this time.

Correct term for B. Fitzpatrick’s position is Wastewater Treatment Plant Supervisor. S. Cable noted eventually the Treatment Plant still needs three (3) people.

Discussion on retirement packages, with BOS reviewing a list of employees; highlighting those who are fifty-five (55) years old and older and their years of service. It was agreed to get health insurance information and its cost before even considering offering any type of retirement package, with S. Cable adding that at this time, offering any type of retirement incentive is low on the priority list

Selectmen will set a date to meet with W. Stults.

Discussion of policy set with regard to wages for Board and Commission Clerks. S. Cable noted a memo had gone out to all Boards and Commissions suggesting a rate increase for Clerks but to check their individual budgets to see if monies were available for an increase. After further discussion with the Board of Finance who feels that the time to discuss any fee increases is at budget time only.

D. Sorrentino felt the Boards and Commissions need someone who is knowledgeable and is capable of following all requirements with regard to Minutes. He again suggested having one (1) person be hired to serve as a Land Use Clerk who could take care of all the Land Use Boards. Current rate of pay is \$35.00 for each Meeting and \$15.00 per for any work done for the Boards and Commissions.

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Question asked what type of policy the Board of Selectmen set when it set the current pay scale sometime in 1999. S. Cable will research Meeting Minutes to try to get exact wording of the policy that was put in place. It was noted the Clerks have not gotten any fee increase since 1999 and the Board of Selectmen, other elected officials and non-union employees have not gotten any pay increases in over three (3) years.

M. Krenesky made motion to leave the current rates of \$35.00 per meeting and \$15.00 for any work done and to discuss this during the next budget proposals, 2nd by D. Sorrentino. Discussion. It was noted it might be possible for any Board or Commission to expend its budget down to zero and then be able to approve the fee increases other than at budget time. Vote on the motion: **M. Krenesky and S. Cable voted yes to motion. D. Sorrentino voted no to the motion. Motion passed.** Another letter will be sent to the Boards and Commissions informing them of this decision.

Discussion on hiring a Consultant for the Economic Development Commission, with question asked if Town can afford this. S. Cable noted that L. Appell would start working on a small snapshot of Beacon Falls, with M. Krenesky asking if Town has a firm scope of what we want L. Appell to do. D. Sorrentino asked if L. Appell would be hired on a retainer basis. Question raised what could L. Appell do with a \$5,000 budget. S. Cable said she would come up with a proposal, adding this fee could be taken from the Consulting budget line item. M. Krenesky said his concern is what we are hoping to gain from hiring this consultant and what would she deliver to us.

It was agreed to go into some type of negotiation with L. Appell, noting we have only a very limited budget to work with. Board of Selectmen would like consultant to come up with some type of white paper on how she can help the Town's Grant List to grow.

Next discussion was with regard to the Fireman's Insurance. S. Cable noted there are 117 eligible people in the Fire Department. Annual cost (from VFIS) would be \$13,241.10 which would give a \$10,000 term life insurance for each member. If a person would die in the line of duty, insurance benefit would be \$20,000.

D. Sorrentino asked how long the term was. M. Krenesky said he would assume the rate would stay the same each year and asked at what time this might ever lapse. Question asked if there would be a termination date and if everyone would have to take a physical. S. Cable will contact insurance agent for answers to above questions.

S. Cable will check with Sutherland Insurance to see if they can offer this type of insurance policy for the firefighters. S. Cable noted Town has a general liability policy with Sutherland, adding that VFIS is more specific to the Fire Department. S. Cable will ask Sutherland to see if they can duplicate what VFIS has offered.

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It was noted that firemen go on calls using their own vehicles and asked if Town is liable if there is an accident in that vehicle while responding to a fire call. S. Cable noted there is coverage for the Town's fire trucks but did not think there was coverage for a personal vehicle.

With no other business, Special Meeting was adjourned at 4:20 P.M.

Respectfully submitted,

Karen A. Wilson

Karen A. Wilson

Clerk for the Board of Selectmen, Special Meeting November 8, 2010.

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