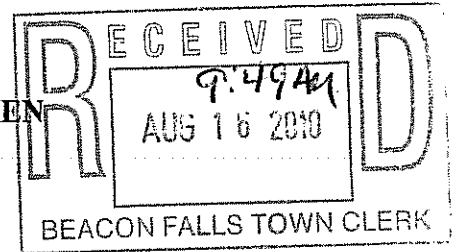


**BEACON FALLS BOARD OF SELECTMEN  
SPECIAL MEETING  
AUGUST 12, 2010  
(Draft Copy – Subject to Revision)**



The Board of Selectmen met in Special Session for the purpose of discussion and possible action on issues related to New and Existing Town Ordinances and possible Departmental Restructuring at Town Hall.

Meeting began at 1:45 P.M.

**Present:** First Selectman Susan Cable, Selectman Dominick Sorrentino, and Selectman Michael Krenesky.

**Absent:** None

Selectman M. Krenesky asked to act as Temporary Clerk for the meeting by 1<sup>st</sup> Selectman Cable.

1. Ordinances

a. Service Award - existing

- i. After discussion related to special allowances for Past Chiefs, it was determined that additional information was needed. It was also suggested that this is a change to the service award 'plan' and not the ordinance, which can be done at a Selectmen's monthly meeting.
- ii. Board of Selectmen would like to understand how service is tracked, who maintains this information, and how it is documented.
- iii. A letter will be sent to the Service Award Committee by the 1<sup>st</sup> Selectman requesting information on this change.

b. Ordinance on Fire Hydrant Area Maintenance - new

- i. Requested ordinance is related to who is responsible to clean around fire hydrants maintaining brush and snow removal.
- ii. Discussion ensued and it was determined that currently the Fire Department and Public Works Dept should be maintaining the area near a fire hydrant.
- iii. First Selectman to send letter to Fire Dept & Public Works regarding this administrative request.

c. Land Use Ordinance – new

- i. Ordinance created/reviewed by Attorney and sent to Board of Selectmen.

- ii. After discussion, **Motion by Selectman M. Krenesky, 2<sup>nd</sup> by Selectman D. Sorrentino to “send the ordinance to Public Hearing for discussion on Monday September 13<sup>th</sup>, 7 P.M.”**
    - iii. All Aye.
  - d. Cat Ordinance – new
    - i. After discussion over how to enforce this ordinance, it was determined that no action be taken on this ordinance.
  - e. Sign Ordinance – existing
    - i. After discussion related to allowing business signs on Main Street for new/startup businesses, no action was taken.
  - f. Issuance of Permits – existing
    - i. Discussion on amending ordinance to specify that sub-contractors to Primary Contractor, also be subject to provision that all taxes must be current to be allowed to perform work on behalf of the Town of Beacon Falls. No action taken.
  - g. Biennial Elections (Home Rule) – existing
    - i. Discussion on status of revised language to Ordinance and timeline to receive these changes from Town Attorney.
    - ii. Discussion on changing Town Clerk and Tax Collector from elected positions to full-time hired positions.
    - iii. Discussion on eliminating the Board of Assessors.
    - iv. Discussion on expanding First Selectman to full-time position with appropriate compensation. Additional discussion that Selectman compensation should also be adjusted.
    - v. **Motion by First Selectman S. Cable, 2<sup>nd</sup> by D. Sorrentino to: eliminate the Board of Assessors and change the Town Clerk and Tax Collector to non-elected, full-time hired positions. All Aye.**
  - h. Inland Wetlands being able to Levy Fees/Fines - existing
    - i. Existing ordinance does not allow fines to be levied against violators.
    - ii. After discussion, 1<sup>st</sup> Selectman to send letter to Inland Wetlands Commission asking for more details.
- 2. Department Reorganization
  - a. Discussion that full-time Town Clerk will resolve some open issues within the department.
  - b. Expansion of Town Clerk’s office
    - i. Replacement of furnace may open additional space in back room, which may require realigning physical location of furnace.
    - ii. Discussion on Assessment Survey that was requested some time ago. Is this still needed?

- iii. Discussion on the status of Indexing Land Records
- iv. Discussion if Clerks should each become 'subject matter experts' for areas within Town Clerk's office to eliminate confusion and to identify & set who is responsible for these areas.

c. Finance & Payroll

- i. Discussion centered on backup and replacement personnel for duties of payroll and accounts payable functions. Currently there is no one to back up these functions should someone be on extended leave.
- ii. First Selectman to make administrative realignment of duties such that there will be backup personnel when needed.

**Motion to Adjourn at 2:50 P.M. by D. Sorrentino, 2<sup>nd</sup> by M. Krenesky. All aye.**

Respectfully submitted,



Michael Krenesky, Selectman

AUG 16 2010