



SELECTMAN'S OFFICE
174 Main Street
Deep River, Connecticut 06417

2011 JUL 28 P 4: 20

RECEIVED
TOWN CLERK
DEEP RIVER, CT.

BOARD OF SELECTMEN

DEEP RIVER TOWN HALL

Regular Meeting – July 26, 2011

Attendance: Selectmen Dick Smith, Art Thompson, Dave Oliveria. Also: Margo Hilfinger, Rich Strukus (*videography*), Jack White.

This regular meeting was called to order at 6:40 pm by Dick Smith.

Minutes: Regular Meeting – July 12, 2011

A motion was made by Oliveria, 2nd by Thompson, to approve the minutes of the regular meeting of July 12, 2011.

APPROVED 3 – 0

Appointments:

Smith advised the Board that two residents had expressed interest in serving:

- 1] Tanner Steeves Conservation & Inland Wetlands Commission
- 2] Claudia Epright Community Health Committee

Discussion and action were tabled until the next regular meeting.

Fountain Hill Cemetery Association:

Lori Guerette reported on the status of the building project. The old building has been demolished, and footings are in place for the new building. Builder Mark Lowery anticipates that completion will be in approximately 2½ months. It will serve as a cemetery office, equipment storage and maintenance facility. Cost is projected at \$100,000.

Bids for Asbestos Removal and Floor Installation, D. R. E. S. Cafeteria:

Oliveria moved, 2nd by Thompson, to add to the agenda for discussion and action bids received for the Elementary School floor project.

APPROVED 3 - 0

Deep River Elementary School Floor Replacement Bids:

Smith gave a detailed explanation of the project and the bidding process. Thompson moved, 2nd by Oliveria, to accept the bids from MBA Mota Brothers Asbestos Removal LLC, in the amount of \$14,950, for removal of the old floor, and from V & S Inc., in the amount of \$27,334, for installation of the replacement floor. Smith advised the Board that additional money would need to be appropriated for the services of Mystic Air Quality who will oversee the removal of the asbestos. Oliveria amended his motion to include a total dollar amount not to exceed \$46,000.

APPROVED 3 - 0

The listing of bids received, as submitted to the Board, is appended to these minutes

“Old Ambulance Barn” (34 River Street)

Thompson asked whether the Town has procedures or policies regarding the divesting / sale of town property. Smith explained that most sales of Town-owned property involves the sale of equipment, in which case the process is:

- 1] Legal Advertisement soliciting bids;
- 2] Review of bids, accept the bid most advantageous to the Town;
- 3] Conclusion of the sale.

However, in the case of 34 River Street or other real estate, the process would include:

- 1] Approval by residents to proceed;
- 2] Appraisal of the property;
- 3] Legal advertisement soliciting bids;
- 4] Review of bids, accept the bid most advantageous to the Town;
- 5] Conclusion of the sale.

In discussing the building's present use, Thompson expressed his feeling that the agencies currently using the building (The Fire Department Museum, Emergency Operations Center and Drum Corps) should be allowed its continued use. Oliveria suggested that since the town is currently studying the future of the Fire Department and its housing, it might be possible for the Department to include the current museum use and the E. O. C. in the expansion project.

Smith noted that the subject had been raised when the Board of Selectmen received a letter of interest in the purchase, which had been discussed at an earlier Board of Selectmen meeting. The result was the informational Town Meeting scheduled for July 28, 2011. Postcards inviting residents to attend had been mailed town-wide. In considering the question of a sale, Smith pointed out, both the Board of Selectmen and taxpayers should be aware that utilities and maintenance of the property have been the responsibility of the town, and that the cost of major repairs, such as painting and roofing, will have to be borne in the near future.

Fire Department Study Committee:

In answer to questions about the status of the Fire Department Study Committee, Smith agreed to request that the Committee attend an upcoming Board of Selectmen's meeting.

Any Other Business to Come Before the Board - Audience of Citizens:

Jack White posed the following questions:

1] Status of Village Street Bridge:

Smith explained that the design is complete. The project had been delayed due to requests for additional information from the State of Connecticut's consulting firm of Close, Jenson and Miller, which was hired by the State. Smith said that it is his understanding that the project will be ready to go to bid shortly;

2] Mount Saint John School:

White expressed his concern, based on a recent newspaper article, that the facility might accept young men with more serious problems than at present. After a lengthy discussion, which included the Board of Selectmen, Treasurer Tom Lindner, and members of the audience, Smith agreed to seek clarification from Facility Director Doug DeCerbo as well as the Commissioner of the Department of Children and Families.

Joint Meeting – Board of Selectmen & Board of Finance:

Lon Seidman, Chairman of the Essex Board of Education, and who is also serving as Chairman of the Regional Government Subcommittee, gave a Power Point presentation of possible options regarding some form of regionalization of our elementary schools.

Transfers and Appropriations – Fiscal Year 2010 – 11:

Smith presented a detailed explanation of over expenditures, revenues and proposed line item transfers. Following a period of discussion among members of both boards, Smith moved the following, with the approval of Thompson & Oliveria:

- 1] Approve line item transfers from within the FY 2010-11 budget, as presented in the attached memorandum;
- 2] Send to a Town Meeting the request for an additional appropriation of \$80,290.81 for police services, noting that the Town had received offsetting revenues of \$53,821.78, leaving a net over expenditure of \$26,469.03.

Thompson 2nd

APPROVED 3 – 0

The details of proposed transfers, as submitted to both Boards, is appended to these minutes.

Adjournment:

Thompson moved, Oliveria 2nd, to adjourn at 9:40 pm.

Respectfully submitted,

Richard H. Smith,
First Selectman

att

Memorandum

TO: Selectmen Arthur Thompson & David Oliveria
FROM: Dick Smith
DATE: July 26, 2011
RE: Deep River Elementary School – Cafeteria Floor Project:
Bids for Removal of Asbestos and Other Tile and Installation of New Floor.

Three bid packages were delivered to Town Hall prior to the advertised bid opening scheduled for 3 PM on July 26, 2011. A copy of the advertisement, which appeared in the *Hartford Courant*, statewide edition, on July 12, 2011. Copies of the bid documents and advertisement are attached.

Note that although this extra was not included in the ad, CENAXO submitted an additional alternate price for a cove base. This will be added to the project, whether performed by the chosen bidder or another contractor.

MBA Mota Brothers Asbestos LLC
25 South Whitney Street
Hartford, CT 06106
(860) 216-5202
(860) 232-8374 FAX
motabrosasbestosllc@yahoo.com

Removal of old floor only:

\$ 14,950.00

V & S Contracting
P. O. Box 4339
Hamden, CT 06514
(203) 757-4744
(203) 389-4797 FAX

Installation of New Floor Only:

\$ 27,334.00

Cenaxo, Inc.
1265 John Fitch Blvd, Suite 16
South Windsor, CT 06074
(860) 757-3290
(860) 757-3292 FAX
office@cenaxo.com

Installation of New Floor Only

\$ 43,397
1,597 add cove base

att

RHS/jk

Memorandum

TO: Board of Finance
Board of Selectmen

FROM: Dick Smith

DATE: July 26, 2011

RE: Transfers and Additional appropriations

2011 JUL 28 P 4: 21

RECEIVED
TOWN CLERK
DEEP RIVER, CT.

TRANSFERS

SELECTMAN

Lines over expended:	10101-51050	Administrative Asst. Salary	\$ 1,435.86
	10101-51051	Accounts Manager	\$ 4,564.80
	10101-52011	Engineering	\$ 3,707.78
	10101-53001	Office Supplies & Postage	\$ 928.32
	10101-53020	Schools / Meetings	\$ 850.28
	10101-53038	Legal Notices	\$ 3,192.41

Total Over Expended \$ 14,679.45

Surpluses in Department 10101 reduce over expenditures by **\$ 4,002.08**

Balance Required \$ 10,677.37

Transfer from 10116-52060 Medical Ins. **\$ 10,677.37**

Total Transferred \$ 10,677.37

ELECTIONS

Lines over expended:	10102-51010	Registrars' Salary	\$ 3,390.70
	10102-51056	P/T Elections Salary	\$ 1,293.32
	<u>10102-52028</u>	<u>Printing Expenses</u>	<u>\$ 2,588.86</u>

Total Over Expended \$ 7,272.88

Transfer from 10105-52012 Auditor **\$ 7,272.88**

Total Transferred \$ 7,272.88

TOWN HALL OPERATIONS

Lines over expended	10103-52001	Fuel Oil	\$ 22,586.30
	10103-52016	Custodial Svcs & Supplies	\$ 3,036.54
	10103-53004	Telephone	\$ 817.83
	10103-53005	Miscellaneous Supplies	\$ 450.75
	10103-53015	Town Building Repairs	\$ 20,979.82
	10103-53018	Fire Sprinkler / Elevator	\$ 1,693.46

Total Over Expended \$ 49,564.70

Surpluses in Department 10103 reduce over expenditures by **\$ 17,008.12**

Balance Required \$ 32,556.58

Transfer from	10105-52028	Printing	\$ 6,000.00
	10110-52090	Eng. Review Costs	\$ 13,000.00
	10110-53020	Training	\$ 1,600.00
	10111-52010	Legal	\$ 1,939.00
	10113-52017	Technical Services	\$ 1,000.00
	10110-52011	Engineering	\$ 1,753.95
	10160-52151	Estuary Council Seniors	\$ 4,900.00
	10160-52156	Public Service Agenices	\$ 2,363.63

Total Transferred \$ 32,556.58

TOWN CLERK

Lines over expended	10104-51008	Town Clerk Salary	\$ 19,956.53
	10104-51052	Assistants' Salary	\$ 560.89
	10104-53020	School / Meetings	\$ 453.80
	10104-53030	Micro Filming	\$ 873.82
	10104-53035	Vital Statistics	\$ 93.37

Total over Expended \$ 21,938.41

Surpluses in Department 10104 reduce over expenditures by **\$ 64.84**

Balance Required \$ 21,873.57

Transfer from	50155-53090	Self Funding Programs	\$ 3,315.14
	40145-53024	Auto Mileage	\$ 2,166.52
	10116-53060	FICA/SS-Employer	\$ 12,718.34
	10108-52010	Refunds	\$ 3,673.57

Total Transferred \$ 21,873.57

SPECIAL SERVICES

Lines Over Expended	10109-53020	Data Processing Svc	\$	3,099.65
	10109-53006	Copier Expenses	\$	2,962.73
	10109-53070	Beautification	\$	210.18
	10109-53071	Memorial Day	\$	411.44
	10109-53072	Indust Development	\$	475.00
	10109-53201	Essex Dog Pound Lease	\$	925.62
	10109-53400	Contingency	\$	3,323.79

Total over Expended \$ **11,408.41**

Surpluses in Department 10103 reduce over expenditures by **\$ 9,660.48**

Balance Required \$ **1,747.93**

Transfer from 10105-53038 Legal \$ 1,747.93

Total Transferred \$ **1,747.93**

BUILDING OFFICIAL

Line Over Expended 10112-51030 Bldg Official Salary \$ 4,439.98

Balance Required \$ **4,439.98**

Surpluses in Department 10112 reduce over expenditures by **\$ 2,283.93**

Balance Required \$ **2,156.05**

Transfer from 20122-51052 Deputy Marshal Salary \$ 450.00
10110-52011 Engineering Svc \$ 1,706.05

Total Transferred \$ **2,156.05**

POLICE DEPARTMENT

Lines Over Expended	20120-51042	Part Time Officers	\$ 3,192.57
	20120-51043	Full Time Officer-F/T-O/T	\$ 12,785.69
	20120-52043	Resident Trooper	\$ 2,986.58
	20120-53010	Vehicle Fuel & Oil	\$ 3,414.29
	50120-53011	Vehicle Maintenance	\$ 9,773.46
	<u>50120-53090</u>	<u>Funded Spec Police Svc</u>	<u>\$ 51,839.66</u>

Total Required \$ **83,992.25**

Surpluses in Department 20120 reduce over expenditures by \$ 3,701.44

Balance Required \$ **80,290.81**

Over expenditure off set by additional revenue of \$53,821.78, hence transfer amount nets to \$26,469.03.

FIRE DEPARTMENT

Lines Over Expended	20121-53010	Vehicle Fuel & Oil	\$ 1,715.39
	<u>20121-53049</u>	<u>Firefighters' Incent</u>	<u>\$ 3,793.00</u>

Total Required \$ **5,508.39**

Surpluses in Department 20120 reduce over expenditures by \$ 3,564.95

Balance Required \$ **1,943.44**

Transfer from 40145-53024 Auto Mileage Expense \$ 1,943.44

Total Transferred \$ **1,943.44**

COMMUNICATIONS CENTER

Lines Over Expended	<u>20124-53024</u>	Salary	\$ 6,142.35
Surpluses in Department 20120 reduce over expenditures by			\$ <u>145.78</u>
Balance Required			\$ 5,996.57
Transfer from	10105-52012	Auditor	\$ 3,627.12
	20125-53051	Office Supplies	\$ 365.70
	10108-52020	Legal Fees	\$ 1,000.00
	<u>10108-53001</u>	<u>Office Supplies</u>	<u>\$ 1,003.75</u>
Total Transferred			\$ 5,996.57

HIGHWAY DEPARTMENT

Lines Over Expended	30130-51020	Road Crew Salary	\$ 46,460.99
	30130-52021	Equipment Maint	\$ 69.10
	30130-53044	Gen Road/Hwy Maint	\$ 32.66
	<u>30130-53045</u>	<u>Town Aid Road Maint</u>	<u>\$ 51,595.75</u>
Total Over Expenditures			\$ 98,158.50
Transfer from	40145-51071	Nurse Salary	\$ 86,515.50
	<u>40145-52014</u>	<u>LVNNA</u>	<u>\$ 11,643.00</u>
Total Transferred			\$ 98,158.50

WASTE REMOVAL RECYCLING

Lines Over Expended	30133-51025	Trans Station Oper. Salary	\$ 907.65
	20133-52030	Water Tests/Eng	\$ 5,203.37
	30133-52045	CRRA Tipping Fees	\$ 12,083.00
	30133-52047	Bulky Waste Coverage	\$ 14,038.20
	30133-52048	Sanitary Lav Rental	\$ 622.00
	<u>30133-52050</u>	<u>Household Haz Waste</u>	<u>\$ 7,193.00</u>
Total Over Expenditures			\$ 40,047.22
Transfer from	40145-52014	LVNNA	\$ 26,805.57
	<u>40145-52036</u>	<u>Professional Dues/Fees</u>	<u>\$ 13,241.65</u>
Total Transferred			\$ 40,047.22

Over expenditure of Waste Removal Recycling off set by additional Recycling revenue of \$25,862.30, hence a net transfer of 14,184.92.

MUNICIPAL LIBRARY

Lines Over Expended	50151-51045	Librarian Salary	\$ 1,040.00
	50151-51052	Assistants' Salary	\$ 3,566.29
		Total Over Expenditures	\$ 4,606.29
Transfer from	10113-52010	Legal Fees	\$ 500.00
	10113-53038	Legal Notices	\$ 544.35
	10113-51055	PT Clerical Salary	\$ 1,098.92
	10113-51032	Enforcement Salary	\$ 2,463.02
		Total Transferred	\$ 4,606.29

GENERAL GOVERNMENT CAPITAL

Lines Over Expended	90190-54150	Computer Upgrade Project	\$ 488.71
	90190-54203	Village St. Bridge	\$ 32,425.60
	90190-54300	Road Repair/Highway Dept	\$ 32,800.16
	90190-54302	Revaluation	\$ 20,930.99
	90190-54303	Devitt Field Fencing	\$ 2,342.07
		Total Over Expenditures	\$ 88,987.53

Over expenditure of DRES Lighting Project off set by grant revenue of \$38,531.00, project previously approved by Board of Finance and Board of Selectman, no action needed at this time.

Over expenditure of Village St. Bridge off set by grant revenue as of June 30th, 2011, \$19,193.02, additional reimbursements have been requested.

Transfer from	40145-51070	Nurse Supervisor Salary	\$ 43,646.80
	40145-53026	Medical/Prof Exp.	\$ 22,320.00
	40145-51051	Secretary Salary	\$ 19,789.02
	40140-51031	Health District-CRAHD	\$ 316.00
	60160-52156	Public Svc Agencies	\$ 146.37
	10111-51055	PT Clerical Salary	\$ 301.00
	10111-53038	Legal Notices	\$ 597.04
	10113-53024	Auto Mileage	\$ 250.00
	50153-52003	Probate Asst.	\$ 678.66
	20122-53022	Deputy Fire Marshal Auto	\$ 125.00
	40145-53001	Office Supplies	\$ 191.05
	20125-53051	Civil Preparedness	\$ 292.53
	30132-52040	Street Lighting	\$ 184.06
	10106-53038	Legal Notices	\$ 150.00
		Total Transferred	\$ 88,987.53