

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Monday, October 20, 2014 in the Council Chamber of the Municipal Center, Newtown. First Selectman Llodra called the meeting to order at 7:35pm.

**PRESENT:** First Selectman Llodra, Selectman William F.L. Rodgers and Selectman James O. Gaston

**ALSO PRESENT:** Kyle Lyddy, Chairman of the Permanent Memorial Commission, one member of the public and two members of the press.

**VOTER PARTICIPATION:** none.

**ACCEPTANCE OF THE MINUTES:** Selectman Rodgers moved to accept the minutes of 10/6/14 with the following correction: There was an incorrect entry on the tax refunds, no. 5, 2014-2015; the tax refund is corrected from \$30,661.75 to **\$30,409.49**. Selectman Gaston seconded. The minutes as amended were unanimously accepted

**COMMUNICATIONS:** none.

**FINANCE DIRECTOR REPORT:** none.

**UNFINISHED BUSINESS:**

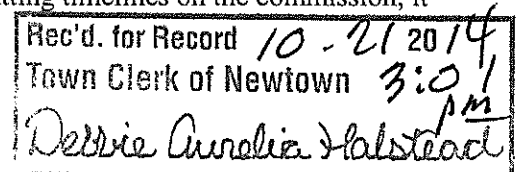
**Discussion and possible action:**

1. **Hiring Policy:** Selectman Rodgers moved to accept the Nepotism Policy dated and effective October 20, 2014, as the hiring policy for the Town of Newtown (Att. A). Selectman Gaston seconded. All in favor.

**NEW BUSINESS:**

**Discussion and possible action:**

1. **Newtown Memorial Commission update:** Mr. Lyddy was present to update the board. It has been thirteen months since the twelve member commission was formed. During the first two months the group worked with Anne Alzapiedi to become organized, understand who the group was and become comfortable with each other. They have done a lot of benchmarking, understanding communities that have gone through something similar, have had conversations with Columbine, Virginia and the 9/11 Commission. It has been incredibly insightful; they have gained relationships across the country. The commission is currently in the information gathering stage. There is a four phase process. The first phase is the 26 families; the commission wants them fully involved if they want to be. There is communication with the families monthly to keep them informed of the process. This will be a continuing phase. The second phase is to engage the emergency service groups (EMS, Sandy Hook Fire Department, CT State Police and the Newtown Police); parents of students that were enrolled on 12/14 as well as teachers and staff members of 12/14. Communication has been in the form of a survey. There will be meetings with the groups to hear further elaboration on the questions. The commission has worked very close with Dr. Erardi and Dr. Gombos; it has been an incredible partnership. The third phase will involve the Newtown community. Phase four will circle back with the 26 families. The commission has the following subcommittees: Location, family outreach, emergency services outreach, communication, Sandy Hook staff and parents, which has helped to streamline the process. The commission has a facebook page and can be followed on twitter. A Question & Answer has been published. The commission is not prepared to answer whether there will be a permanent memorial in town at this point because they are still gathering information. The feedback received has been positive. First Selectman Llodra stated that the Board of Selectmen is not putting timelines on the commission; it



is a long and deliberate process. Selectman Rodgers suggested the commission connect with the other tragedy sites again to focus on what didn't work for them, what regrets they may have. Selectman Gaston stated Mr. Lyddy's report was very thorough and informative. The work is important and he commended them on their deliberate method. Selectman Gaston suggested Mr. Lyddy speak with the non-profit groups also. First Selectman Llodra noted the Permanent Memorial Commission has a website that can be viewed through the town website at [www.newtown-ct.gov](http://www.newtown-ct.gov). On the right hand side of the home page there is an icon for the Newtown Permanent Memorial Commission. Sacred soil is being held for the commission.

2. **Appointments/Reappointments:** Selectman Rodgers moved to re-appoint Philip Clark (R) to the Design Advisory Board for a term to expire 1/6/16. Selectman Gaston seconded. All in favor. First Selectman Llodra noted the democrat/unaffiliated vacancy on the Parks & Recreation Commission. The last day to express interest is Nov. 17 with an anticipated appointment date of Dec. 1.
3. **Driveway Bond Releases/Extensions:** none.
4. **Tax Refunds:** Selectman Rodgers moved to the October 2014 Refunds No. 6, 2014-2015 in the amount of \$7,337.16. Selectman Gaston seconded. All in favor.

**VOTER COMMENTS:** none.

**ANNOUNCEMENTS:**

**EXECUTIVE SESSION:** Legal Matters: Zoning Board of Appeals: Selectman Rodgers moved to enter into executive session to discuss legal matters relative to the Zoning Board of Appeals. Nobody was invited to attend. Selectman Gaston seconded. All in favor. Executive session was entered into at 8:10pm and returned to regular session at 8:13pm with the following motion:

Selectman Rodgers moved that the town defend itself in the action associated with the claim by John Neuhoff against the Town of Newtown. Selectman Gaston seconded. All in favor.

**ADJOURNMENT:** Having no further business the Board of Selectmen adjourned their regular meeting at 8:14pm.

Respectfully submitted,

  
Susan Marcinek, Clerk

Att. A: Nepotism Policy, Oct. 20, 2014

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**TOWN OF NEWTOWN**  
**OFFICE OF THE FIRST SELECTMAN**

## NEPOTISM POLICY

The provisions of this policy outline the hiring practices with respect to relatives of employees of the Town of Newtown. It is in the Town's and the employee's best interests to ensure that employee's private relationships do not conflict with their public obligation to act objectively and with integrity. It is the Town's objective to prevent a municipal employee from becoming involved in a situation which could result in a conflict or give the appearance of a conflict. To that end, the following guidelines shall apply:

For purposes of this policy:

- The Board of Education and Newtown Fire Companies shall not be considered a Town Department.
- A municipal employee is defined as one who holds any paid employment in any municipal department in any capacity.
- A family member encompasses the following: spouse, child (natural or adopted), daughter-in-law, son-in-law, step-child, parent, parent-in-law, step-parent, sibling, sibling-in-law, step-sibling, grandparent, grandchild (natural or adopted), aunt, uncle, niece, nephew, first cousin.

No person will be hired in a Town Department where a family member works nor may municipal employee be transferred or promoted to a position in a Town Department where a family member works. No person shall be hired in a Department where a family member in the same Department would be responsible for or effectively contribute to the employee's performance review, issue low level discipline or is in any way accountable for the employee's time while at work. Employees shall not directly or indirectly supervise, appoint, remove, discipline or evaluate a family member.

This policy shall apply prospectively only and does not apply to interns or persons in temporary positions. No municipal employee shall, as a result of this policy, be removed from a position he/she held prior to the effective date of this policy. The town reserves the right of the First Selectman, with the consent of the Board of Selectmen, to make exceptions to the policy in the best interest of the town.

*Approved by the Board of Selectmen October 20, 2014*