

Board of Selectmen
Minutes
July 7, 2014

Item 1. Call to Order

Meeting called to order by Mayor Sterling at 7:00 p.m.

Attendance: Sel. Albanesius, Sel. Bouchard, Sel. Langer, Sel. Pimentel, Sel. Sterling Town Manager, Dale Martin.

Absent: Sel. Perez and Sel. Closson

Item 2. Pledge of Allegiance

Item 3. Agenda Review

Sel. Sterling added to the agenda the following:

Under New Business (I) Establishing regular staff reviews.

Under New Business (J) Possible payroll service restructuring the Asst Financial Directors position.

Under Old Business (B) Environmental Attorney for the Lambert Kay possible sale.

Item 4. Approval of Minutes

A) Minutes of Special Meeting on June 12, 2014

Motion by Sel. Albanesius, seconded by Sel. Langer

To approve the minutes of the Special Meeting on June 12, 2014 as amended.

The following amendments were made:

Sel. Pimentel was not absent but was late arriving at 7:20 p.m.

Sel. Closson was absent not present.

UNANIMOUS

B) Minutes of Regular Meeting on June 16, 2014

Motion by Sel. Albanesius, seconded by Sel. Langer

To approve the minutes of the Regular Meeting on June 16, 2014.

UNANIMOUS

Item 5. Finance Report

Report given by Sel. Sterling

Item 6. Town Manager's Report

Report given by the Town Manager, Dale Martin

Item 7. Citizens' Comments

State Representative Jay Case, Stephen Kosinski, Joseph Forester, John Wiarda, Allyn Raydenbow, Jay Budahazy David LaPointe.

Item 8. Correspondence

Sel. Bouchard placed into nomination Michael Roy as a member of the Retirement Administration Board.

Motion by Sel. Bouchard, seconded by Sel. Pimentel

To re-appoint Diana Neshko to the Senior Citizen Commission term to expire on July 7, 2017.
UNANIMOUS

Item 9. Unfinished Business

A) 14-031a Sale of Property at 65 Bridge Street (Town Manager Martin)

Motion by Sel. Bouchard, seconded by Sel. Pimentel.

I move that the Board of Selectmen instruct the Purchasing Agent, Mark Douglass, to place the sale of 65 Bridge Street out to bid and to notify in writing all abutting owners.
UNANIMOUS

B). Environmental Attorney for the Lambert Kay possible sale. (added to the agenda)

Motion by Sel. Bouchard, seconded by Sel. Langer.

That the Board of Selectmen ask the Town Attorney, Kevin Nelligan, to identify an appropriate Environmental Attorney to work with at the right time assuming that the process moves forward.
UNANIMOUS

Item 10. New business

A). 14-044 Waiver of Fees for Eagle Scout Project at 122 Marshall Street (Town Manager Martin).

Motion by Sel. Albanesius, seconded by Sel. Bouchard

I move that the Board of Selectmen waive, and/or, refund the Town permit fees related to the two Eagle Scout projects at the Knights of Columbus facility.
UNANIMOUS

B). 14-045 Fund Transfer for Various Department ((FY 2013-2014)

Motion by Sel. Bouchard, seconded by Sel. Pimentel

To transfer \$1,500 from Accounting line item 114-190-0000 (Administrative Assistant Salaries) and transfer to line item 114-806-0000 (Office Supplies-File Cabinets).
UNANIMOUS

Motion by Sel. Bouchard, seconded by Sel. Pimentel

To transfer \$4,000 for Accounting line item 114-191-0000 (Administrative Assistant Salaries) and transfer to line item 114-823-0000 (Heating Fuel-Town Hall).
UNANIMOUS

Motion by Sel. Bouchard, seconded by Sel. Pimentel

To transfer \$3,311 for Legal Fees line item 119-845-0002 (Legal Fees-Legal Council) and transfer to line item 119-876-0000 (Torrington Area Health District).

UNANIMOUS

C). 14-046 Memorandum of Agreement for Northwest Hills Council of Government Public Works equipment Cooperative (Town Manger Martin).

Motion by Sel. Bouchard, seconded by Sel. Pimentel

I move that the Board of Selectmen authorize the Town Manager, Dale Martin, to sign the Memorandum of Understanding (Northwest Hills Council of Government Public Works Equipment Cooperative).

UNANIMOUS

D). 14-047 Acceptance of By-Laws for the Economic Development Commission (Town Manager Martin).

Motion by Sel. Bouchard, seconded by Sel. Albanesius

I move that the Board of Selectmen approve the amendments to the Economic Development Commission by-laws.

UNANIMOUS

E). 14-048 Suspense List as Recommended by the Collector of Revenues (Town Manager).

Motion by Sel. Albanesius, seconded by Sel. Bouchard

I move that the Board of Selectmen approve the additions to the Town of Winchester Suspense Tax Book.

UNANIMOUS

F). 14-049 Sale of Town Properties: 132 Florence Street, 60 Oak Street, and 124 Danbury Quarter Road (Town Manager Martin)

Motion by Sel. Langer, seconded by Sel. Bouchard

I move that the Board of Selectmen refer the sale of 132 Florence Street, 60 Oak Street, and 124 Danbury Quarter Road to the Planning and Zoning Commission for review.

UNANIMOUS

G). Animal Control Facility Agreement with Harwinton.

Motion by Sel. Albanesius, seconded by Sel. Pimentel

I move that the Board of Selectmen approve the proposed Animal Control Facility Agreement with the Town of Harwinton.

UNANIMOUS

H). Fund Transfer for the Board of Selectmen (FY 2014-2015) (Mayor Sterling).

Motion by Sel. Bouchard, seconded by Sel. Langer

To transfer \$25 for the Board of Selectmen's line item 110-814-0000 (CCM) and transfer to line item 110-814-0002 (Northwest Chamber of Commerce).

UNANIMOUS

I). Establishing regular Staff reviews. – Discussion took place along with a handout. (Added to the agenda by Mayor Sterling

J). Possible payroll service restructuring the Asst. Financial Director's position. Discussion took

place. (Added to the agenda by Mayor Sterling).

Item 11. Citizens' Comments

Joseph Forester, Stephen Kosinski, David LaPointe, Charlene Lavoie.

Item 12. Selectmen's Comments and Reports.

Item 13. Adjournment.

Motion by Sel. Pimentel, seconded by Sel. Langer

To adjourn the meeting at 8:45 p.m.

UNANIMOUS

** It was requested at the July 21, meeting, by Mayor Sterling, that the following statements be added to the minutes of this meeting even though they were not motions.

Mayor Sterling and Sel. Bouchard asked that the following be included in the minutes even though they are not motions:

Sel. Bouchard: "The Town Manager for his written responses to the independent auditor's letter for 2011/2012 audit that he committed to provide by the 30th. of June and to provide to us by the end of that week which was the 18th. of July which we didn't receive yet.

Mayor Sterling: "Establishing regular staff reviews" The town Manager agreed to use the form and establish a written review and get back to us in mid August with that time line, and under payroll services that the Town Manager agreed to research payroll services and report in mid August

ATTEST:

Sheila S. Sedlack, CCTC, CMC