



Town of Griswold

28 Main Street
Griswold, CT 06351
Board of Selectmen
Regular Meeting



Downstairs Meeting Room, Griswold Town Hall
Tuesday, April 12, 2011
6:30 PM
APPROVED MINUTES

1. **Call to Order:** P. Anthony called the meeting to order at 6:37 PM

Members Present: Philip Anthony, First Selectman
Steven Mikutel, Second Selectman
Theresa Madonna, Third Selectwoman

Also Present:

Lisa Wood, Executive Assistant
Todd Babbitt, Road Superintendent
3 interested citizens

2. **Approval of Minutes**

a.b.c. **MOTION:** S. Mikutel made a motion, seconded by T. Madonna, to approve the March 22, 2011 regular meeting minutes, the March 31, 2011 special meeting minutes and the April 4, 2011 special meeting minutes as submitted. **Motion carried unanimously.**

3. **Correspondence** – Letter from SEAT dated March 29, 2011 – P. Anthony read the letter regarding the diesel spill at the SEAT site and the clean-up costs associated with it. At the last meeting he attended it was noted some towns may be liable and some may not be liable, however, SEAT is currently in the process of suing their insurance carrier, whom they feel should bear the costs associated with the clean-up, but the insurance company is denying the claim.

4. **New Business**

- a. **Discussion and possible action on tax rebates as presented by Rich Grabowski, Tax Collector**

MOTION: Motion was made by S. Mikutel to approve the tax rebates as recommended by the Tax Collector, motion was seconded by T. Madonna who asked that for the future we ask the Tax Collector to fill in the space on the form that indicates why the refund is being given. **Motion carried unanimously.**

- b. **Resolution authorizing the First Selectman to sign a contract for the Connecticut State Library Historic Documents Preservation Grant – presented by Town Clerk** – It was discussed this is done every year to archive our historical documents.

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel to authorize the First Selectman to sign a contract for the Connecticut State Library Historic Documents Preservation Grant as presented by the Town Clerk. **Motion carried unanimously.**

- c. **Resolution authorizing the First Selectman to execute a contract on behalf of the Town of Griswold with the Connecticut Department of Public Safety, Division of the State Police for the services of two (2) Resident State Troopers for the period of July 1, 2011 to June 30, 2013** – S. Mikutel suggested tabling as the whole contract had not been provided for review. The contract binds us to another two years. T. Madonna commented she thought the resident troopers were under contract with the Borough. S. Mikutel commented he Borough was put under state receivership so the state would not sign any contracts with the Borough only the town. P. Anthony agreed with S. Mikutel and added it is more of a formality. The Borough is still responsible for the payment, etc... however, we can certainly get a copy of the complete contract.

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to table this item until such time as a complete contract is received for review.
Motion carried unanimously.

- d. **Discussion and possible action authorizing the First Selectman to sign a Pole Attachment Agreement with CL&P** – P. Anthony commented the contract has been reviewed by Atty. Branse. CL&P had previously sent two different contracts which we were advised by Atty. Branse not to sign, now he feels this contract can be signed because it has been approved by all state regulatory agencies. T. Madonna commented she is uncomfortable with Atty. Branse's opinion because the letter states he has not read the contract and that his recommendation to sign is based on discussion with Atty. Allaire, CCM and the DPU, but neither attorney have conducted a complete line by line review of the document, but they believe the document reflects the negotiated agreement. P. Anthony commented it is a form contract being offered to all towns and the attorney is aware of the problems that existed in the previous proposed contracts and would not recommend us signing the contract if those problems still existed. Atty. Allaire does state this contract reflects all proposed changes and has no reason to believe the document does not reflect the negotiated agreement. T. Madonna read the update prepared from CCM which stated should a municipality choose to sign the agreement, they should have an attorney review the terms and conditions carefully. T. Madonna questioned the fees if they would increase in comparison to what we pay now and would it affect our proposed FY 2012 budget. Also, would we need to sign a separate agreement with AT&T for shared poles? P. Anthony commented there would be a separate contract for AT&T. As for increased fees, the exact numbers we are paying now for the same services can be obtained. This is currently an issue for the Bitgood Rd. Bridge project as they do have to move some poles. P. Anthony commented we can table it or send it back to Atty. Branse to review line by line. T. Madonna commented she has read the contract line by line and would be satisfied if someone could get back to her regarding whether or not there would be an increase in the fees we are currently paying. P. Anthony commented no one has outlined the possibility of a major increase in fees as an issue. S. Mikutel commented if there was a significant fee increase it would have been brought to our attention and because it has not been indicated as such, feels comfortable moving

forward with the contract. If we find out it is significant we can rescind the motion. P. Anthony commented he will delay signing the contract until he can secure the current figures and provide them to everyone.

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to authorize the First Selectman to sign the Pole Attachment Agreement with CL&P. **Motion carried. S. Mikutel and P. Anthony in favor, T. Madonna opposed.**

- e. **Discussion and possible action regarding extension of current contract for catch basin cleaning with Janet's Sweeping** – T. Babbitt, Road Supervisor explained the current provider is willing to extend the contract for the same price which is \$21.50 per basin and they purchase their fuel needed for the project from us at our price. The total price of the contract is around \$23,000. T. Madonna asked why we are not putting out to bid, according to the bidding ordinance we are supposed to go out to bid for anything over \$7,500. He commented last year we extended the contract for one year. T. Madonna commented that was due to an emergency situation which town counsel agreed we could do. P. Anthony commented it is his feeling to put it out to bid. T. Babbitt commented Janet's will likely rebid but will probably increase about \$5 per basin. We have about 1800 basins and clean approximately 1100 per year.

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to go out to bid for selecting a contractor to clean the catch basins. **Motion carried unanimously.**

- f. **Discussion and possible action authorizing the First Selectman to sign a contract with DCS Energy to provide solar panels for municipal buildings** – P. Anthony commented a legal opinion was received from Atty. Ron Oschner and he commented only on two buildings being borough buildings and recommends we have the borough sign off on those and the other issue is there may be town permitting fees involved with providing the services which the town would want to waive. DCS did come out to check the structural support of the roofs. Two exceptions are Griswold High School roof and Pachaug Town Hall roof which has some issues. Mr. Oberle recommends signing the contracts for the buildings you know are going to be fine. We may want to spend a few dollars and have an engineer check out the Pachaug Town Hall roof when I receive the specifications on the panels tomorrow. Mr. Oberle also mentioned, if there is a question on the roof, he would recommend using the 4.5 kilowatt panels which are smaller than the 9 kilowatt panels. The 4.5 kilowatt panels are recommended for the Pachaug Town Hall anyway because it is a smaller building. Atty. Oschner also spoke with representatives from Salem who have dealt with DCS on the same project and all feedback was positive. Also, the First Selectman of Salem has invited all Board members there for a tour of their solar panel locations if desired. T. Madonna commented the letter from Atty. Oschner states the town should not enter into any agreements regarding the borough buildings without formal authorization from the Borough. P. Anthony commented we would not proceed with those buildings, the water treatment facility and the Jewett City Fire Department, until authorization is received from the Borough, or with the high school until the roof is deemed to be

safe. T. Madonna asked if we would get an opinion from an engineer regarding the Pachaug Town Hall. P. Anthony agreed we would get an opinion but should move forward on contracts with all other buildings.

MOTION: T. Madonna made a motion, seconded by S. Mikutel, to authorize the First Selectman to sign a contract with DCS energy to provide solar panels for municipal buildings on the condition that we receive formal approval from the Borough for the solar panels on Jewett City Fire Department and the ground mount on the water treatment plant and on the condition that the buildings can support the weight of the solar panels as determined by the town engineer. **Motion carried unanimously.**

- g. Discussion and possible action to set the annual Town Meeting date for May 2, 2011 with a referendum date of May 10th to vote on the proposed 2011/2012 budget** – S. Mikutel cautioned that the state budget has not yet been approved pending agreement with the state unions. If the unions do not agree, municipal aid will be cut. If we set a budget date now, without knowing what exactly the state budget is, we will not be proposing an accurate budget. S. Mikutel recommends not setting a date at this time and waiting until the vote comes out on the state budget the end of April or beginning of May.

MOTION: S. Mikutel made a motion, seconded by T. Madonna, to table setting a date for the annual budget meeting at this time, and notify the Board of Finance of the possibility of the significant revenue shortfall we may face depending on the outcome of the state budget. **Motion carried unanimously.**

- h. Discussion and possible action on forming an Executive Level Search Committee for the purpose of interviewing possible candidates for the position of Finance Director**

MOTION: Motion was made by S. Mikutel to form an Executive Level Search Committee for the purpose of interviewing candidates for the position of Finance Director and the Committee consist of the Board of Selectmen and the Board of Finance Chairman.

T. Madonna asked if we could have a representative from the Board of Education on the Committee. P. Anthony and S. Mikutel were against.

Motion on the floor was seconded by T. Madonna. **Motion carried unanimously.**

5. Old Business - None

6. Any Other Business that may come before the Board

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to bring onto the agenda under any other business, agreement between the Town of Griswold and McFarland & Johnson. **Motion carried unanimously.**

P. Anthony commented the contract was reviewed by the State DOT offices and our liaison Close, Jensen & Miller. P. Anthony confirmed for T. Madonna that the guaranteed maximum price we would pay McFarland and Johnson was \$254,460 as referred to in paragraph 38. P. Anthony also confirmed a field office is provided by the means of an inspection trailer /office provided by the contractor. There was an issue with the placing of the trailer, but we enforced the DEP and DOT ruling of where the trailer should be placed. T. Madonna asked about the engineer the town must provide, referenced in paragraph 35, for soil and rock formations. P. Anthony commented that is provided via McFarland & Johnson. S. Mikutel commented he is glad this is finally here and thanked the First Selectman for his efforts.

MOTION: S. Mikutel made a motion, seconded by T. Madonna to authorize the First Selectman to sign contract agreement between the Town of Griswold and McFarland & Johnson for construction inspection services required in conjunction with the replacement of Bitgood Road Bridge (Bridge No. 04669) over the Pachaug River. **Motion carried unanimously.**

7. Public Forum

- a. Ransom Young – commented on his non-payment of work for removing trees at Rixtown cemetery. P. Anthony commented Mr. Wolinski has paid Mr. Young for his work and the Board of Selectmen find no other reason for paying Mr. Young for any services as the town is not obligated.
- b. Norm Sylvestre – commented on letter he passed out to the Board of Selectmen regarding outstanding blight violations and would like a written report on the status of outstanding violations. P. Anthony commented there are cases that have been handed over to the Town Attorney for enforcement and a written report will be requested from Mr. Zvingilas on the status of the properties within the Town only, not the Borough, that are currently being reviewed for violation of the blight ordinance.
- c. Norm Higgins – commented on the sight line issue at Pleasant View and Rte. 138 and would like to see something resolved before we get to the critical point in July and August. The DOT claims the tree in the front yard on the corner is on town property. He requested that all the property on that corner get reviewed. He is concerned about the children that ride bikes through that intersection and people running the light. Mr. Higgins also commented it is good that S. Mikutel had you delay, at this point, setting an annual budget meeting date. The voters need all the facts when they go and vote. He feels when they do vote items on both sides of the budget will have to be changed. P. Anthony commented he would get T. Babbitt out to look at that sight line.
- d. Board chose a meeting date of Monday, April 18th at 2 PM for a special meeting date to review RFP's for the streetscape project. They will see all four candidates at a half hour each. Immediately following the Executive Level Search Committee will meet to discuss candidate names for interviewing for the position of Finance Director.

8. Adjournment

MOTION: S. Mikutel made a motion, seconded by T. Madonna, to adjourn the meeting at 7:42 PM. **Motion carried unanimously.**

Respectfully submitted,

*Lisa M. Wood,
Recording Secretary*