



Town of Griswold

28 Main Street
Griswold, CT 06351
Board of Selectman

Regular Meeting

Downstairs Meeting Room

Tuesday, October 26, 2010

6:30 pm

APPROVED MINUTES



1. **Call to Order:** P. Anthony called the meeting to order at 6:32 PM
Members Present: Philip Anthony, First Selectman
Steve Mikutel, Second Selectman, Theresa Madonna, Third Selectwoman
Also Present:
Lisa Wood, Executive Assistant
Barbara Richardson-Crouch, Finance Director
Todd Babbitt, Superintendent of Public Works
Frank Everett, School Building Committee Chairman
8 interested citizens, 1 member of the press
2. **Approval of Minutes**
 - a. **September 28, 2010 Regular Meeting Minutes**

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel, to approve the regular meeting minutes of September 28, 2010 as submitted. **Motion carried unanimously.**
 - b. **October 5, 2011 Special Meeting Minutes**

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel, to approve the special meeting minutes of October 5, 2010 as submitted. **Motion carried unanimously.**
3. **Correspondence: Sent/Received** – Letter from Paul Madonna, motioned onto agenda under any other business
4. **New Business**
 - a. **Resolution to appoint Boundaries, LLC to provide engineering services related to the Town of Griswold Public Works and to continue with design services (Colonel Brown Road, Sheldon Road, Geer Road and Popple Bridge Road) and other future public works projects as requested by the Board of Selectmen. - S. Mikutel recused himself from this item.**

MOTION: P. Anthony made a motion, seconded by T. Madonna, to appoint Boundaries, LLC to provide engineering services related to the Town of Griswold Public Works projects on a day to day basis. P. Anthony then read the resolution into the record in its entirety. **Motion carried, P. Anthony and T. Madonna in favor of motion and S. Mikutel abstained.**

- b. Discussion and possible action regarding snowplowing services for the Borough of Jewett City.** - Todd Babbitt, Director of Public Works, commented two years ago we went out to bid and took the low bid which was \$80/hour, last year we did a contract extension and would like the opinion of the Board if they want to go out to bid or extend the existing contract for one more year. If we go out to bid, the current provider will have to up his bid to a minimum \$100/ hour but is willing to continue at \$80/hour if a contract extension is again once granted. The current going rate is \$125-150/hour and most contractors are requiring a minimum retainer. The last two years we were under the bid amount and last year we paid him \$2,820. T. Babbitt commented he is very pleased with the quality of the work and service. JKB Trucking is the current contractor and he provides service to the streets in the borough, as the town owns the roads in the borough. The fiscal year being addressed would be FY10 during winter months, roughly November through April.

MOTION: S. Mikutel made a motion, to appoint JKB Trucking to handle snowplowing services for the Borough of Jewett City, for the current fiscal year. Motion seconded by T. Madonna, because it is anticipated to cost less than the required amount for the bidding rule. **Motion carried unanimously.**

- c. Discussion and possible action on awarding bid for winter sand** – T. Babbitt commented the low bidder is Suchocki and Son, who was the provider last year. His service was very good last year and we already know his material meets the state specifications. There were no problems with him. T. Madonna requested that a copy of the RFP be provided when bid packages are given out for review by the Board, and perhaps a cover letter from the Finance Director informing whether or not all bids were complete and if they met the specifications of the RFP.

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to award the bid for winter sand for the current fiscal year to Suchocki & Son. **Motion carried unanimously.**

- d. Discussion and possible action on acceptance of proposed 2011 meeting dates** – S. Mikutel wanted to know why the action was being taken so early. L. Wood commented it needs to be filed with the Town Clerk by December 1st so that it is at least 30 days prior to the January meeting, it does not have to be acted on tonight.

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna to table action on proposed 2011 meeting dates. **Motion carried unanimously.**

- e. Discussion and possible action on Elementary School Project Proposed Change Order No. 5 for a decrease in the amount of \$14,521 due to the deletion of**

manual projection – Frank Everett, School Building Committee Chairman, commented it was determined there were excess projection screens left over from the Middle School project, which could be used in the Elementary School. The only screen actually needed was the large motorized screen for the cafetorium. FIP realized the price on this screen was very high and tried to get the bidder to bring the price down. Lack on the bidder's part to bring the price down caused FIP to go back and get new prices on the large motorized screen and in doing so came up with a much lower price. Thus the only screen needed to be purchased for the Middle School was the large motorized screen at a lower price than originally anticipated. This caused a reduction in the amount of \$14251.

MOTION: S. Mikutel, made a motion, seconded by P. Anthony, to approve The Elementary School change order No. 5 for a decrease in the amount of \$14,521.

Motion carried, P. Anthony and S. Mikutel in favor of the motion and T. Madonna abstained.

- f. **Executive Session for the selection of applicants for the part-time Assistant Assessor position for the purpose of interviewing -**

MOTION: S. Mikutel made a motion, seconded by T. Madonna, to enter into executive session at 6:45 PM. **Motion carried unanimously.**

Executive Session ended at 7:01 PM

5. Old Business

- a. **Discussion and possible action authorizing the First Selectman to execute a contract with Day Kimball Hospital for Nursing Services – tabled from 9/28/10 meeting -** P. Anthony commented he spoke with principles at Day Kimball and reviewed some of the charges for services which were questionable or duplicated. They are now going to coordinate with our Senior Center Director to assure services are not being duplicated and are services that the community can use. S. Mikutel commented he has only heard good comments about the Day Kimball Hospital services.

MOTION: S. Mikutel made a motion, seconded by T. Madonna to authorize the First Selectman to execute a contract with Day Kimball Hospital for Nursing Services. **Motion carried unanimously.**

- b. **Discussion and possible action on request by Housing Authority to utilize \$7,000 from the energy fund grant for electrical code compliances – tabled from 9/28/10 meeting -** P. Anthony commented use for the \$7000 originally requested was not compliant with the energy grant. The Housing Authority has submitted a new request for \$7000 from the energy fund grant for uses which are compliant with the guide lines and are energy efficient. T. Madonna asked P. Anthony that in his professional opinion do the requests by the Housing Authority meet energy efficient requirements. P. Anthony commented the changes would be more energy efficient. He suggested making approval condition upon confirmation

from Mr. Kafala that the updates are in compliance with the energy grant guide lines. T. Madonna wanted to make sure there was plenty of money available from the grant money with the outstanding projects. P. Anthony commented there is enough balance to allow for the \$7000.

MOTION: S. Mikutel made a motion, seconded by T. Madonna, that the Board of Selectmen authorize the Housing Authority to use \$7000 from the energy grant upon written approval from Mr. Kafala at OPM that the desired uses of the Housing Authority are in compliance with the guide lines of the energy grant. **Motion carried unanimously.**

c. Discussion and possible action on acceptance of conceptual town boundary line proposed by the Town of North Stonington –

MOTION: T. Madonna made a motion, seconded by S. Mikutel that the conceptual town boundary line between the Town of Griswold and the Town of North Stonington as portrayed by the First Selectman of the town of North Stonington to the Town of Griswold Board of Selectman at a Special Meeting on October 5, 2010 be accepted. **Motion carried unanimously.**

d. Continuation of discussion and possible action on the need for a contract with American Legion Community Ambulance Inc. d/b/a Griswold Ambulance – P. Anthony opened with mentioning the discussion is to consider whether or not the Town of Griswold wants to pursue a contract as a means of business with Griswold Ambulance. Attorney Allison Bloom was present to represent Griswold Ambulance. Atty. Bloom commented the Griswold Town Code chapter 5 requires the town provides for ambulance service within the town and authorizes the Selectmen to enter into an agreement with the provider. Griswold Ambulance holds the license for primary service designation for the Town of Griswold. Griswold ambulance has been in service since 1941. In the mid 1970's the state created legislation to include the EMS Service which included primary designation for emergency providers. This is provided by the State Department of Public Health Office of Emergency Medical Services and we can obtain a copy of that for the Board of Selectmen. T. Madonna asked Atty. Bloom to clarify for her whether or not the Town could request the Department of Public Health to change the designated provider if by chance the ambulance service was put out to bid and another provider won the bid. Atty. Bloom commented there are three stringent criteria that must be met in order to replace the existing provide, quality of service, ability of the service to respond to calls on a consistent basis and appropriate staffing. To her knowledge there has been only one instance in her fifteen years where it was successfully changed. Also, in 1980's there was an opinion (#83-108) by the Attorney General that any invitation to bid by a town and any response to that by anyone seeking to provide service would be a violation of the criminal provisions of Connecticut General Statutes 19a-180. The reason being the Town itself, does not have the authority, once there is a designated provider. Griswold Ambulance is looking for an opportunity to sit down with the Board of Selectmen and reach an agreement that encompasses the provisions both sides would like to see in the agreement which includes both the social and economical side aspects. P. Anthony

suggested having a workshop to discuss such issues, however, it is also a financial issue, and the question lies as to whether or not we desire to enter into a contract for services. S. Mikutel also felt a workshop would be helpful and shares in the financial frustrations that are encountered each year. Although the Board of Selectmen have the authority to enter into contracts, he would like to involve someone from the Board of Finance to participate as an observer. S. Mikutel is in favor of an agreement as long as we can decide on a reasonable rate. T. Madonna commented she has no problem with the quality and service of Griswold Ambulance. The Board of Selectmen is obligated to provide for emergency services to the town, but we also need to be fiscally responsible. T. Madonna suggested contacting CCM for research on what other towns do and how their ambulance services are handled. What do towns comparable to our size pay for this service, some pay nothing, and clarity on our ability to change providers. P. Anthony recommended tabling this item until next meeting when more information would be available.

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel to table discussion and possible action on the need for a contract with American Legion Community Ambulance d/b/a Griswold Ambulance until next meeting, providing additional information is available from CCM. **Motion carried unanimously.**

6. Any Other Business that may properly come before the Board

- a. **MOTION:** S. Mikutel made a motion, seconded by P. Anthony, to bring the item of Sheldon Road Field Committee onto the agenda as requested by Paul Madonna. **Motion carried S. Mikutel and P. Anthony in favor of motion. T. Madonna abstained.**

P. Anthony commented Sheldon Road Committee is looking for approval of a purchase order in the amount of \$14,870 for a scoreboard. The scoreboard was put out to bid. Only one bidder, Hampden Engineering responded. The Committee worked to bring the price of the scoreboard down and was successful in doing so. The price does not include the painting of the beams. They would like the donation amount of \$15000 transferred from JCSB to the Town so the \$130 can be utilized for painting.

MOTION: S. Mikutel made a motion, seconded by P. Anthony, to approve issuance of purchase order to Hampden Engineering for purchase and installation of the scoreboard. **Motion carried S. Mikutel and P. Anthony in favor of motion. T. Madonna abstained.**

- b. T. Madonna questioned whether or not a formal motion was ever made authorizing the First Selectman to accept bids for an insurance broker. It was decided there was no formal motion.

MOTION: T. Madonna made a motion, seconded by S. Mikutel, to add to the agenda under Any Other Business, to authorize the First Selectmen to accept bids for an insurance broker. **Motion carried unanimously.**

MOTION: T. Madonna made a motion, seconded by S. Mikutel, to authorize the First Selectman to accept bids for an insurance broker. **Motion carried unanimously.**

7. Public Forum

Ransom Young – Gutters around town hall leak and need to be replaced. Ransom requested a gate at Winsted Cemetery on Red Barn Road. He also mentioned the mowing of Rixtown cemetery and a letter from 2002 from Rixtown cemetery association regarding payment to Ransom regarding a second mowing. He also mentioned a potential liability on his part by continuing to do the mowing.

Norm Higgins – Commented he would like to see the Board of Selectmen as well as other boards in town start their meetings with the pledge of allegiance. Also glad to see that Griswold ambulance has a professional here to represent them tonight. Board of Finance does not understand the growth of our town and needs to take that into consideration when providing emergency services.

Norm Sylvestre – Wanted to know if any action has been taken on the Auburn junkyard or the town pump. Mr. Sylvestre is concerned that these issues are not being addressed by the Zoning Enforcement Officer. He is very concerned with the safety of the town pump and the potential for someone to get hurt. He has also seen no progress at the Auburn junkyard. Mr. Sylvestre inquired whether or not a certificate of occupancy has been granted to the new tenant at a160 Slater Ave. and have they been granted a change of use. He also commented he has seen several times when vehicles have been parking on sidewalks, including the state police. P. Anthony asked Mr. Sylvestre to call the office with these concerns tomorrow and the parking on the sidewalk, would be predominantly a Borough issue and he will bring it forward to them. S. Mikutel commented if the parking on sidewalks is not addressed, then he will make a motion at the next meeting to send written notice to the Borough.

8. Adjournment

MOTION: T. Madonna made a motion that was seconded by S. Mikutel, to adjourn the meeting at 7:58 PM. **Motion carried unanimously.**

Respectfully submitted,

*Lisa M. Wood,
Recording Secretary*