



Town of Sherman
Board of Selectman
Regular Monthly Meeting
September 26, 2013, 7:00 pm
Malory Town Hall

Members Present: First Selectman C. Cope, Selectman C. Jellen, and Selectman A. O'Connor

I. Call to Order:

First Selectman C. Cope Called the Meeting to Order at 7:04 pm

II. Approval of Minutes:

a. Special BoS Meeting of August 9, 2013

Selectman C. Jellen Moved to Approve the Minutes of Special BoS Meeting of August 9, 2013 as written.

Seconded by: Selectman A. O'Connor. **Vote: For: Unanimous**

b. Special BoS Meeting of August 16, 2013

Selectman C. Jellen Moved to Approve the Minutes of Special BoS Meeting of August 16, 2013 as written.

Seconded by: Selectman A. O'Connor. **Vote: For: Unanimous**

c. Regular Monthly Meeting BoS Meeting of August 22, 2013

Brief discussion took place regarding the following amendments:

* Page 2, Section E, Briggs Hill Road R.O.W., Motion: C. Jellen recused himself from the Vote.

* Page 3, Old Business, Housing Commission, strike: "notice option to renew is land use"

* Equipment Stopped "Recording": typo

* Traffic Safety Committee not Commission: typo

* Email from Don Fiftal: obtaining town system needs to be accelerated

* Recommendations for Members of Conservation Commission:

* Page 5, mis-spellings of names

Selectman C. Jellen Moved to Approve the Amended Minutes of Regular Monthly Meeting, August 22, 2013.

Seconded by: Selectman A. O'Connor. **Vote: For: Unanimous**

III. Correspondence

a. Stan Greenbaum, requesting funding up to \$300.00 for flying three large balloons at Naromi owned property on Mauweehoo Hill, proposed AT&T communications site on Friday, October 24, 2013.

b. Laura Pettinato regarding concerns of absence of a Certified Tax Collector in the Office.

c. Richard E. Sperry, of the Robert G. & Margaret M. Durks Foundation of New Fairfield, CT regarding the approval of defibrillator Grant Request, will provide 3 defibrillator units to the Town of Sherman as well as CPR training.

d. Resident writing to praise the recent actions of the Resident Trooper.

- e. CT Governor, D. Malloy to Federal Secretary of Interior, Jewell regarding the recent changes to Federal Tribal Recognition requirements.
- f.
- g. Federal Secretary of Interior Assistant, K. Washburn, also regarding recent changes to Federal Tribal Recognition requirements.

- h. Sherman Planning & Zoning Commission Chairman Barbara J. Ackerman & Vice- Chairman T. Hollander voicing concerns regarding the editing and deletion of important sections of a letter composed and approved by the ad hoc committee sent by First Selectman C. Cope and AT&T in reference to the proposed cell tower location at 16 Coote Hill Road.

IV. Public Comment

- Carol Faure- regarding the proposed balloons at the Naromi property feels it is premature to approve this action and expenditure.
- Jane Cohn- asked for clarification regarding the P&Z letter just read into record.
- SVFD Chief, Chris Pitcher- requesting clarification as to why the Republican Town Committee held Meetings in the ESF facilities when there is no C.O. or T.C.O. which authorizes use of the Meeting Room.
- Stan Greenbaum- regarding the letter from First Selectman, to AT&T stating municipal preference of consideration of alternate communications tower locations.

V. Old Business

a. Progress on Town Projects

1. Emergency Services Facility Project:

First Selectman Cope reported the Land Use Enforcement Officer anticipates closure within the next two weeks pending completion of the items on the punch list. Cope has been in touch with ISI Sign Company and has requested a new sign which will not have the word "Community" at the expense of \$1,800.00. The water flow is reported to be functioning better now that the restrictor has been repaired. First Selectman Cope will follow up with the engineer to confirm the actual flow. Selectman Jellen was surprised the building was used for a public meeting without a final C.O.

2. Sherman Library expansion project:

Library Building Committee Chair, M. Lord reported the interior is close to complete. Exterior projects include; slate roofing repairs complete, HVAC and equipment testing scheduled. The elevator is not complete. Lord asked when the utility pole will be complete. First Selectman Cope has requested from Charter and AT&T removal of wires. In closing, Lord thanked the SVFD for their quick response to the recent dumpster fire.

3. Fox Run Detention Basin project:

First Selectman Cope reported this project has been advertized and requests for bid will begin October 10, 2013 at 4:00 p.m.

4. Spring Lake Road paving project:

First Selectman Cope reported pending the approval of the Final walkthrough tomorrow, this project is complete.

b. Public Safety Communications Update:

David Hopkins presented a comprehensive visual report regarding RCC findings in relation to current cell coverage and comparing with proposed implementation of several small communication facilities located at Mauweehoo Hill Road, Tower Hill Road, Coote Hill Road. The RCC recommendations could significantly improve cell signal up to 71%. Hopkins stated the RCC report has been shared with AT&T and can be viewed on the Town website. Several residents still voiced concerns regarding consistent cell signal through-out the Southern portion of Sherman and the actual number of households these improvements will impact. SVFD Chief, Pitcher asked if this report also includes radio signal frequency which is what the emergency responders use for communications. First Selectman stated he is now waiting to hear a response from AT&T.

c. Senior Housing Commission:

Following a brief discussion, an amendment to page 2 of the letter to Planning & Zoning, to reflect the intent of the Commission is to make these units 100% affordable to qualifying Seniors was recommended.

Selectman A. O'Connor Moved to Approve the 8-24 as amended and present to the P&Z Commission for Approval.

Seconded by: Selectman C. Jellen. **Vote: For: Unanimous**

d. Updated Facilities Manager job Description

The BoS discussed the need to create a committee to oversee the interview and hiring process of the Facilities Manager. The committee shall consist of members from the following

Boards:

- BoS- *(C. Jellen)
- BoE
- ZBA *(D. Baird)
- Park & Rec
- Historic District Commission

*agreed in meeting or previously.

Selectman C. Jellen moved to approve the merged job description of BoE & BoS Facilities Manager. **Seconded by** Selectman A. O' Connor. **Vote: For: Unanimous**

e. Audio Links sound system for hearing impaired

First Selectman reported a request from Senior Center Director, B. Trott in regard to ADA required improvements to sound amplification for the hearing impaired. The BoS discussed approval of a portable T-Coil system to be shared by Senior Center and Mallory Town Hall. The cost of this system which includes 4 receivers, 4 headsets, and one loop will be approximately \$1,119.00.

Selectman A. O'Connor moved to approve expenditure of up to \$1,119.00 to purchase a Williams T-Coil sound system to be shared by Senior Center and Mallory Town Hall. Funding will come from the BoS- General Fund, Miscellaneous line. **Seconded by** Selectman C. Jellen **Vote: For: Unanimous**

f. Tax Collector position Application review

The BoS discussed two resumes of two applicants regarding interim Tax Collectors office staff. Further discussion followed regarding area Towns that have offered verbal support when needed and agreed to assist with questions and concerns until the November election.

Selectman A. O'Connor Moved to continue with current staffing in the Tax Collector's office until directly following the results of the Election in November when the elected official will be placed into effect immediately.

Seconded by: Selectman C. Jellen. **Vote: For: 2** Against: 1 (C. Cope)

VI. New Business

a. Tax Refunds

Three tax refund requests for Motor Vehicle in the amount of \$ 480.99 and one property tax refund request in the amount of \$ 32.46 were approved.

Selectman A. O'Connor Moved to approve the tax refund requests of \$ 480.99 in motor vehicle tax and \$32.46 of property taxes.

Seconded by: Selectman C. Jellen. **Vote: For: Unanimous**

b. Quarterly review of expenditures

Selectman A. O'Connor voiced concern regarding the General / Land Use Counsel and Court Costs are already 47.75% expended, and suggested these areas need to be closely monitored. First Selectman Cope will follow up with the Business Administrator and request a break down report of the lines mentioned. A second concern was the Public Works Part-Time line, which is 54.56% expended to date. The Town been paying a full time rate of pay to a part time employee, Selectman A. O'Connor said she sees this as an unjustified hiring. First Selectman Cope spoke with the Public Works Superintendant for an explanation to this issue. The BoS needs to be consulted before any new hires are approved. Additional concerns were the payment of the Fire Department Grant pay out pattern changing from 25% to 50% question was raised as to why the pattern has changed without consultation of the BoS First Selectman Cope will follow up after discussion the with the Business Administrator.

c. ESF meeting room rental policy discussion

First Selectman C. Cope thanked Selectman A. O'Connor for forwarding the previous policy work regarding rental of the ESF facilities. This draft was the result of a collaboration of departments. Selectman A. O'Connor recommended different application forms depending on the type of event. The following points were discussed:

- * fees
- * contacts in case of emergency
- * facilities manager responsibilities
- * deposit for use, returned upon inspection
- * maximum capacity for each room posted
- * parking policy for large or multiple events
- * No Admission to specific areas: i.e.: adjoining Fire Dpt. space
- * application approval: FD has first dibs/ Town approves applications
- * signs showing exits, admission, bathrooms and areas restricted
- * use of systems i.e.: audio /visual
- * attach floor plan to application
- * different applications for different uses
- * authorization after hours- First Selectman
- * use of refrigerator- left empty at end of event
- * on site staff for large events

d. Happy Acres Farm Committee formation discussion

First Selectman C. Cope read into record, a draft proposal written by Selectman A. O'Connor. This letter is proposing an ad hoc committee in relation to re-establishing a farm committee. Minutes of a meeting held 9-18-2013 were referenced. Several groups have expressed interest in participating: BoS, P&R, Conservation Commission, and Land Acquisition Advisory Group, and open to anyone and all interested parties.

Selectman A. O'Connor Moved to accept the proposed charge of an ad hoc advisory committee for formation of a Happy Acres Farm Foundation.

Seconded by: Selectman C. Jellen **Vote: For: Unanimous**

e. Happy Acre Farms Tenant Discussion

This item was moved to the end of the meeting to be held in Executive Session.

Selectman A. O'Connor Moved to discuss item VII, E into executive session at the end of this meeting.

Seconded by: Selectman C. Jellen **Vote: For: Unanimous**

f. Resignation and Appointment of Deputy Fire Marshal

The BoS thanked Mr. Winkler for his time and dedication for so many years.

Selectman A. O'Connor Moved to accept the resignation of Deputy Fire Marshal, Earnest Winkler and approve the Appointment of Jim Gardener as new Deputy Fire Marshall.

Seconded by Selectman C. Jellen **Vote: For: Unanimous**

g. Discussion of Domestic Partners coverage for health insurance

Selectman A. O'Connor stated this was not an option; it is State Law to recognize domestic partners as eligible.

h. . Employees Deferred Compensation Plan Action Item

Upon recommendation the following action took place:

Selectman A. O'Connor Moved to amend Employees Deferred Compensation Plan 403-B as a discretionary matching program.

Seconded by Selectman C. Jellen **Vote: For: Unanimous**

VII. General Discussion: Items to be brought up by Selectmen for future agendas

Following a brief discussion, the following action took place in relation to the request for compensation to cover the cost of flying three helium filled weather balloons to indicate the height and location on Mauweehoo Hill where the Town has asked AT&T to consider an alternate cell communications tower.

Selectman C. Jellen Moved to approve payment to Stan Greenbaum for \$300.00, funding is to be paid from the Town approved Communications Committee fund.

Seconded by Selectman A. O'Connor **Vote: For: Unanimous**

These items were discussed to be added to the October BoS Meeting Agenda:

- * Discussion regarding Consolidation of HEVCO
- * Update Contract negotiations
- * Merit Arbitration

VIII. Public Comment

Items discussed were:

- *understanding justification of the \$300.00 expenditure to float balloons on Maweehoo Hill
- *risk management issues regarding rental of ESF facilities
- *ESF final sign off concerns, bonding and warrantee of equipment

IX. Adjournment

Selectman A. O'Connor Adjourned the Meeting to move into Executive Session at 9:58 p.m.

Respectfully Submitted by:

Christine Branson
October 4, 2013