

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CONNECTICUT

BOARD OF SELECTMEN
Regular Meeting
Thursday, February 28, 2019
Multi-Media Room
Mulvey Municipal Center

CALL TO ORDER

First Selectman Bishop called the meeting to order at 5:30 p.m. In attendance included: First Selectman Bishop, Selectman Hall, Selectwoman Labbadia, Tony Cozza, BOF member, Paul Connelly, BOF Chairman, Lester Scott, Fire Dept., Donna Castracane, Director of Finance, Stan Mingione, Executive Director, Estuary Council of Seniors, Mr. Ehlert(arrived at 5:40 p.m.) and 2 audience members.

Mr. Bishop made a motion to add to the agenda the resignation of Mr. & Mrs. Fowler from the Senior Center Management Committee. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to add to the agenda the scheduling of a Special BOS meeting on 3/7/19 @ 5:00 p.m. Ms. Labbadia seconded the motion. The motion passed unanimously.

DISCUSSION ON ADA RAMP AT FIREHOUSE

Mr. Scott, Fire Dept., requested BOS authorization to release an RFP for the construction of a new ADA ramp at the firehouse. An RFP for the project was released last year and only one bid (unacceptable) was received. The bid specs relative to the railings were slightly modified in the new RFP package.

Mr. Bishop made a motion to authorize Mr. Scott to release the RFP for construction of an ADA ramp at the firehouse as presented. Mr. Hall seconded the motion. The motion passed unanimously.

POSSIBLE APPOINTMENT OF ENGINEER FOR KIRTLAND LANDING PROJECT

The Kirtland Landing QBS Committee solicited quotes from two of the three engineering firms interviewed relative to the Kirtland Landing Project. After a review of the proposals, the Committee is recommending that the BOS award the project to Race Coastal Engineering. A copy of their proposal was available for BOS review.

Ms. Labbadia made a motion to award the Kirtland Landing project to Race Coastal Engineering in the amount of \$33,900.00. Mr. Hall seconded the motion. The motion passed unanimously.

Status of Engineering Contract

Mr. Bishop made a motion to extend, until 6/30/19, the contract with Jacobson & Associates for engineering services. Mr. Hall seconded the motion. The motion passed unanimously.

Status of Cleaning Contract

Mr. Bishop made a motion to extend, until 6/30/19, the contract with Gomez Landscaping, LLC, for cleaning services. Mr. Hall seconded the motion. The motion passed unanimously.

CIRMA – Letter of Commitment for Budget Stabilization Program

Ms. Castracane reported that the Town's current commitment with CIRMA has expired. She recommends that the BOS renew the Budget Stabilization Program. A copy of the proposal was included in the BOS packet.

Mr. Hall made a motion to approve the CIRMA Letter of Commitment for Budget Stabilization Program, subject to review by Attorney Wells. Ms. Labbadia seconded the motion. The motion passed unanimously.

Special BOS Meeting

Mr. Bishop made a motion to schedule a Special BOS meeting on Thursday, 3/7/19 @ 5:30 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

The BOS will further discuss the Municipal Budget at the 3/7/19 meeting.

Report from Energy Committee

Mr. Ehlert updated the BOS on Energy Committee initiatives including the status of the LED Streetlight conversion, Virtual Net Metering, Micro-grid and Municipal Energy Audits.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Mr. Bishop made a motion to appoint Vincent Gentile, D, to the Retirement Board. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to appoint Molly Bernstein, D, to the Conservation Commission. Ms. Labbadia seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to accept the letter of resignation from the Senior Center Management Committee submitted by Fred and Louise Fowler. Mr. Hall seconded the motion. The motion passed unanimously.

APPROPRIATIONS/CONTINGENCY TRANSFERS – None.

OLD SAYBROOK ESTUARY COUNCIL OF SENIORS BUDGET REQUEST

Mr. Mingione, Executive Director, Estuary Council of Seniors, Old Saybrook, distributed a budget request in the amount of \$36,000.00. The majority of the request is for costs associated with the Meals on Wheels program. Background information provided by Mr. Mingione outlined the statistics for the Town of Westbrook from July 2017 to June 2018. Mr. Mingione encouraged the BOS to consider the request for funding as submitted.

Mr. Bishop thanked Mr. Migione for his presentation and reported that the BOS is not in a position to make a decision on their request at this time. Mr. Migione will be kept updated on the process.

Jan Furman spoke in support of the Estuary Council of Seniors’ request for funding.

APPROVAL OF MINUTES

Mr. Hall made a motion to approve the minutes from the 2/19/19 BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

Ms. Labbadia made a motion to approve the minutes from the 2/21/19 BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

FIRST SELECTMAN’S REPORT

Mr. Bishop reported on the following:

- An important Town Meeting is scheduled Monday, 3/11/19.
- Departments have been meeting with the BOF relative to the 2019/20 Budget.
 - To date, requests for personnel have been approved by the BOS and BOF.
- There have been two Union negotiation meetings. A good rapport has been established between the Union and Management.
- The Land Use staff was complimented at a recent Chamber of Commerce meeting held at the Westbrook Outlet Center (ice skating rink).
- Lynne Road Bridger Project – bids have been opened and are currently being reviewed by Scott Medeiros of Woodard & Curran. Funding for the project is in place.
- At a recent Council of Government (COG) meeting, the area Selectmen discussed the State’s proposal to shift the responsibility of teacher pensions to the Towns. Also, the COG has had on-going discussions regarding regionalization of various departments including tax collectors/tax assessors.
- A CCM Training Seminar has been scheduled in Westbrook on 9/12/19.
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ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 6:08 p.m. Ms. Labbadia seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman