

BOARD OF SELECTMEN'S MEETING

4:00 P.M., WEDNESDAY, FEBRUARY 17, 2016

3RD FLOOR MEETING ROOM, TOWN HALL

Meeting Minutes

1. Call to order and roll call

Laura Francis called the meeting to order at 4:05 p.m. and led with the pledge of allegiance. Steve Levy and John Szewczyk (4:10) present.

2. Approval of the agenda

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY, TO APPROVE THE AGENDA AS PRESENTED. 2 AYE

3. Sale of Surplus Property bid award

Per the Town of Durham's Disposal of Surplus Property Policy, public works vehicle 2000 Ford F550 with plow, was put out to bid on Municibid's online auction. Maryjane Malavasi, Finance Director requested the Board of Selectmen award the bid of the sale in the amount of \$4,600 to Chris Stoodley.

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY, TO AWARD SURPLUS PROPERTY BID, 2000 F550 (VIN-2601) TO CHRIS STOODLEY IN THE AMOUNT OF \$4,600. 2 AYE

4. Request for one year extension of Janitorial Contract

Beth Moncata asked the Board for a one year extension of the Janitorial Contract. She explained that the current vendor is working out well and has agreed to keep his pricing flat for fy16-17.

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY, TO GRANT A ONE YEAR EXTENSION TO THE JANITORIAL CONTRACT TO NSI CLEAN. ALL AYE

5. Request from the Durham Republican Town Committee to serve alcohol at event being held on February 26, 2016 at the Durham Firehouse

MOTION BY LAURA FRANCIS, SECONDED BY JOHN SZEWCZYK, TO GRANT PERMISSION TO THE DURHAM REPUBLICAN TOWN COMMITTEE TO SERVE ALCOHOL AT EVENT BEING HELD ON FEBRUARY 26, 2016 AT THE DURHAM FIREHOUSE PENDING INSURANCE AND INDEMNIFICATION REQUIREMENTS. ALL AYE

6. Discussion: Town Clerk application to State Elections Enforcement Commission's Municipal Filing Pilot Program

Kim Garvis was present to update request permission to pursue the application again. She noted that she was very passionate about participating in the program and continued by presenting answers to questions that were raised at the town meeting.

1. Can the campaign finance forms be submitted electronically?

Yes. This is the main point of the program.

The candidate may submit the forms:

- via their own personal computer at home
- at Town Hall using a public computer
- to the Town Clerk who will then submit the forms to SEEC

2. Can the town opt out of the Pilot Program after it begins? No
3. Can both programs run parallel. No
4. Can municipal candidates continue to process their paperwork the same way they have been doing? Yes. However, their paperwork will be submitted by the town clerk to the state.

Other reasons for this pilot program include:

- All state campaigns have been submitting finance documents to the state online via eChris. Treasurers who also work on municipal campaigns, have been asking SEEC, for years, to be able to submit municipal filings electronically via eChris.
- This will result in a Cost and Space savings associated with storing financial filings.
- Candidates/treasurers will have direct contact with SEEC to answer questions rather than going through the town clerk.
- Open and transparent government by having campaign finance documents available to the public via SEEC website.
- SEEC realizes it is difficult for Town Clerks to fine their own candidates/treasurers for late filings. SEEC believes removing this task from the local level will make it easier for all concerned.

After discussion the Selectmen agreed to bring the question back to a town meeting on March 28, 2016.

7. Set date, time, place and approve Call to Special Town Meeting
Tabled

8. Set Public Hearing date

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Town of Durham will conduct a public hearing on Monday, March 21, 2016 at 7:00 p.m. in the 3rd floor meeting room at Town Hall, located at 30 Townhouse Road, Durham, CT to discuss its 2016 Small Cities Program Application and to solicit citizen input.

Maximum award limits are \$700,000 for Public Facilities, \$700,000 for Public Housing Modernization of 25 units or less, or \$800,000 for 26 units and over; \$500,000 for Infrastructure; \$400,000 for Housing Rehabilitation Program for single towns, \$500,000 for two-town consortium, and \$600,000 for three or more Towns; \$25,000 for Planning Only Grants; \$500,000 for Economic Development Activities, and \$500,000 for Urgent Need.

Major activity categories are: Acquisition, Housing Rehabilitation, Public Housing Modernization, Community Facilities, Public Services, and Economic Development. Projects funded with CDBG allocations must meet at least one of three National Objectives: 1) benefit to low and moderate income persons, 2) elimination of slums and blight, or 3) meeting urgent community development needs. Only one (1) project Application may be submitted to DOH.

The Town is proposing to submit an Application under the Public Housing Modernization category for Renovations and Improvements at Mauro Meadows Senior and Disabled Housing Complex. The Town of Durham anticipates applying for up to the maximum grant amount of \$800,000.

The purpose of the public hearing is to obtain citizens' views on the Town's community development and housing needs and review and discuss specific project activities in the areas of housing, economic development or community facilities which could be a part of the Town's Application for funding. The hearing will also review and discuss the Town's prior Small Cities projects including any currently open or underway.

The public hearing will give citizens an opportunity to make their comments known on the program and review and discussion of the Program Income Reuse Plan. If you are unable to attend the public hearing, you may direct written comments to the Town of Durham, Office of the First Selectman, 30 Townhouse Rd., P.O. Box 428, Durham, CT 06422 or you may telephone Laura Francis, First Selectman at 860-349-3625. In addition, information may be obtained at the above address between the hours of 9:00 am and 5:00 pm weekdays.

The Town of Durham promotes fair housing and makes all programs available to low- and moderate-income families, and will not discriminate or permit discrimination against any person or group of persons on the grounds of age, race, color, religion, sex, national origin, familial status, disability, sexual orientation, marital status, lawful source of income, or gender identity or expression.

"All are encouraged to attend. The hearing is accessible to the handicapped. Any disabled persons requiring special assistance or non-English speaking persons should contact Dick McManus, ADA Coordinator at 860-349-3625 at least five days prior to the hearing."

The Town of Durham is an Equal Opportunity/Affirmative Action Employer

Please publish twice in the Middletown Press on the following days:

1st publication; Friday, March 4, 2016

2nd publication; Monday, March 14, 2016

Please invoice: Town of Durham
30 Townhouse Rd., P.O.Box 428
Durham CT 06422

AN AFFIDAVIT OF PUBLICATION IS REQUIRED. PLEASE FORWARD TO:

Attn: Nancy Wagner
L. Wagner & Associates, Inc.
51 Lakeside Boulevard East
Waterbury, CT 06708

If you have any questions please contact Nancy at (203) 573-1188 ext. 206, as soon as possible.

MOTION BY LAURA FRANCIS, SECONDED BY JOHN SZEWCZYK, TO SET MONDAY, MARCH 21, 2016 AT 7:00 P.M. IN THE 3RD FLOOR MEETING ROOM AT TOWN HALL. ALL AYE

9. FY16-17 budget

MOTION BY LAURA FRANCIS, SECONDED BY JOHN SZEWCZYK, TO APPROVE THE FOLLOWING BUDGET LINES AS NOTED. ALL AYE

<i>Department Name</i>	<i>Object</i>	<i>Remarks</i>	<i>Total (Amended) Request</i>
1500 Assessor	Legal	Add 300.00	
	155 Service contracts	Reduce to 1,800	
	156 Subscriptions	Reduce to 300	14,370
1515 Town Counsel		Approved as presented	35,000
1518 Town Engineering		Approved as presented	35,000
1555 P&Z Legal		Approved as presented	9,000
2000 Inlands/Wetlands		Approved as revised by BoF	1,000
2006 ZBA	Training	Add 200	1,590
2010 P & Z	103 Secretarial	Increase to 4,000	
	204-2 Special Projects	Reduce to 15,000	61,000
2015 EDC	154 Printing	Reduce to zero	500
2020 Conservation		Approved as revised by BoF	7,400
2035 HDC		Approved as presented	300
2050 Ethics Commission		Approved as presented	50
2060 Ag Commission		Approved as presented	150
2070 Town Green Rev		Approved as presented	2,800
2500 Elections		Approved as presented	47,637

2620 LAP Insurance		Approved as presented	104,912
2540 Tree Warden		Approved as revised by BoF	22,875
2550 Drug & Alcohol Testing		Approved as presented	1,380
2560 Town Hall Expenses		Approved as presented	43,784
2562 Municipal Heating Fuel		Approved as presented	27,482
2568 Facilities Management		Approved as revised by BOF	59,727
3000 Streetlights		Approved as presented	53,000
4000 Emergency Mgmt	NEW Salary	Reduce to 1,000	
	157 Office Supplies	Reduce to 300	
	353 Programs Dart	Reduce to zero	
	348 Programs Knox Box	Reduce to 250	
	157 Accountability	Reduce to zero	
	Phone/Cable/Internet	Add 700	5,886
4015 Animal Control Dept.	221 Specialized Training	Reduce to 200	
	305 Hand tools	Reduce to 300	
	353 Mary Webber	Reduce to zero	
	552 Cont Repairs	Increase to 150	
	553 Fuel	Reduce to 300	10,778
4018 Public Safety Vehicle Maint		Reduce to 10,000	10,000
4019 Storm Emergencies		Reduce to 20,000	20,000
4020 Volunteer Fire Dept		Approved as presented	79,255
4025 Fire Company Trustees		Approved as presented	14,850
4030 Volunteer Amb Corp		Approved as presented	37,546
4031 Public Safety Data System		Approved as presented	11,137
4032 Town Wide Radio Communication		Approved as presented	16,783
4035 Fire Marshal		Approved as presented	3,000
New Paramedic Service	New	Add 7,388	7,388
4045 Fire Pond Fund		Approved as presented	5,000
4054 RST Staff Wages		Approved as presented	3,887
4055 Resident State Trooper Office	135 Private Duty	Reduce to 3,500	42,070
4056 RST Contract		Approved as presented	134,769
4057 Fair House		Approved as presented	2,400
4508 Human Services		Approved as presented	17,560
4515 Social Services		Approved as presented	330
4518 Transportation	420 Dial-A-Ride	Reduce to 25,000	41,545
4570 Youth Services	NEW Prevention Coordinator	Add 29,162	73,815
4599 Senior Board	115 Programs	Reduce to 12,730	17,280
5002 Library I/T		Approved as presented	41,050
5003 Library Bldg & Grounds		Approved as presented	42,920
5004 Library Books/Media		Approved as presented	52,000
5006 Parking Lot Lease		Approved as presented	3,402
5505 Recreation expenses		Approved as presented	23,950
5510 Activity Center		Approved as presented	55,094
6010 Tax Refunds		Approved as presented	38,518

6020 Contingency Balance		Approved as presented	109,000
6030 Farmers Market		Approved as presented	1,000
7500 DMIAAB		Approved as presented	360,351
7505 Landfill Water System Maint		Approved as presented	5,365
7510 Household Hazardous Waste		Approved as presented	5,716

10. Adjourn

Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Beth Moncata