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Office of the Town Clerk

Board of Selectmen's Meeting
7:00 p.m., Monday, May 23, 2016
3rd Floor Meeting Room, Town Hall

Meeting Minutes

1. Call to order and roll call

Laura Francis called the meeting to order at 7:00 p.m. and led with the pledge of allegiance. Steve Levy present. John Szewczyk absent.

2. Approval of the agenda

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO AMEND THE AGENDA TO INCLUDE THE APPROVAL OF AN AMERICA THE BEAUTIFUL RESOLUTION. ALL AYE

3. Public comments

None

4. Portfolio Management & Investment Strategy Presentation

Thomas Forma and Kevin Nichols of Morgan Stanley were present. As Investment Advisors for the Town of Durham pension, they want to provide a strategy that can grow the investments so that the pension is properly funded. In the past, the strategy was somewhat aggressive and now are proposing strategies that get much of the markets gains when the markets are up, but have portfolios that should fall less when the markets are down. They presented the Selectmen will three options and put emphasis on the Growth and Income strategy noting they felt the impact on the pension would be less harmful in down markets and very helpful in up markets.

After a short question and answer period the Selectmen agreed to move forward with the Growth and Income Portfolio as recommended.

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO ACCEPT THE RECOMMENDATION OF GROWTH AND INCOME STRATEGY. ALL AYE

5. Approval of Certified Resolution America the Beautiful Grant

L. Francis explained that the resolution was required as part of the America the Beautiful grant that was accepted for the Town Green Revitalization Project in the amount of \$4,400.00. S. Levy asked if the town was required to make a contribution. L. Francis stated yes, by in-kind services that are being provided by the public works department.

Town of Durham
Certified Resolution

I, Kim Garvis, do hereby certify that the following is a true and correct copy of a resolution adopted by the Board of Selectmen at its meeting on May 23, 2016, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect.

RESOLVED: That the First Selectman, Laura L. Francis, be and hereby is authorized to act on behalf of the town of Durham in executing a certain contract with the Department of Energy and Environmental Protection of the State of Connecticut for the fulfillment of the America-the-Beautiful grant, and is authorized to affix the Corporate Seal.

In witness whereof, the undersigned has affixed his signature and the Corporate Seal of the town of Durham this 24th day of May, 2016.

Kim Garvis
Town Clerk

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO APPROVE CERTIFIED RESOLUTION AUTHORIZING THE FIRST SELECTMAN TO ENTER INTO A CONTRACT WITH CTDEEP FOR THE AMERICAN THE BEAUTIFUL GRANT. ALL AYE

6. Request from Tree Warden to extend arboricultural services contract for one year
MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO GRANT PERMISSION TO EXTEND ARBORICULTURAL SERVICES CONTRACT FOR FY16-17 TO ALLAN'S TREE SERVICE LLC DOING BUSINESS AS ED THE TREE MAN LLC AS ALLOWED UNDER BID DOCUMENT. ALL AYE

7. Request from CT Cycling Advancement Program to use town roads on June 19, 2016
A request was received from CCAP to use town roads on June 19th from 9:00-3:00 p.m. for Breakaway Benefit Cycling event.

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO GRANT APPROVAL TO CCAP TO USE TOWN ROADS ON JUNE 19TH PENDING RESIDENT STATE TROOPER APPROVAL AND RECIEPT OF INSURANCE AND INDEMNIFICATION REQUIREMENTS. ALL AYE

8. Zoning/Ordinance Enforcement Activity
L. Francis presented the Selectmen with Attorney-Client privileged correspondence from Halloran & Sage LLP and asked them to review it for discussion at the next meeting.

9. Tax refunds
None

10. LTA:
 - a. Request for non-vehicular warning sign on Creamery Road
L. Francis explained that Debra Gove, who was in attendance, is a resident on Creamery Road with a disability who uses an electric wheelchair, and at times is outside on the

road and was requested warning signage. It was also noted that although speed control has been conducted several times by the towns Resident State Trooper, speeding continues. After consulting with the State of CT Manual on Uniform Traffic Control Devices (MUTCD) non-vehicular warning sign W11-9 was discussed and approved. The location will be determined by the public works department in consultation with the MUTCD.

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO APPROVE NON-VEHICULAR SIGN W11-9 BE POSTED ON CREAMERY ROAD, LOCATION TO BE DETERMINED BY PUBLIC WORKS IN CONSULTATION WITH THE CT MUTCD RECOMMENDATIONS. ALL AYE

b. Request for assessment of additional signage, reflective markers or other safety measures on Howd Road

Linda Maffei, 6 Mauro Drive was present to express her concern regarding serious accidents that have occurred on Howd Road over the last two years, and her request for an assessment to see what can be done to prevent these type of accidents in the future.

L. Francis noted that both she and Road Foreman John Jenkins attended a Road Safety Assessment workshop that involves putting a team together of professionals and stakeholders for requests such as this. She stated that CT DOT is offering assistance to put these types of teams together; public works, traffic engineer, state police and neighbors to take on-sight observations and then sit down to come up with suggestions while consulting with the CT MUTCD. L. Maffei stated she would welcome being a part of the assessment team.

11. Approval of meeting minutes:

a. April 25, 2016

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO APPROVE APRIL 25, 2016 MEETING MINUTES AS PRESENTED. ALL AYE

b. May 9, 2016

MOTION BY LAURA FRANCIS, SECONDED BY STEVE LEVY TO APPROVE MAY 9, 2016 MEETING MINUTES AS PRESENTED. ALL AYE

12. Selectmen's comments

None

13. Old/New business

- a. The Connecticut Siting Council will be meeting on May 26th to discuss Petition #1227. L. Francis noted the Council was in receipt of residents and town comments.
- b. John Jenkins was appointed Road Foreman effective May 23, 2016.
- c. Assistant Tax Collector/Bookkeeper position was posted internally May 20th. Maintainer I position will be posted internally this week.
- d. Middlesex Paramedic Update; a meeting is scheduled on Wednesday evening at Middlesex Hospital to receive an update on the program and to address concerns raised

at prior meetings. New language being proposed by RiverCOG will also be reviewed. When changes to the contract are made, L. Francis will email to the Selectmen.

- e. Sergeant Chuck Burns has been named the new Resident State Trooper Program Sergeant for this area. L. Francis thanked Sergeant Derry for his service and will be missed.
- f. Town Hall will be closing June 15 and June 16 from 8:00 a.m. to noon for Office 365 training at RSD13 computer lab. Dates and times will be publicized and posted, and employee voice mail will be addressed.
- g. Social Services department applied for and received a grant from Cuginchaug Valley Education Foundation (CVEF) in the amount of \$1,500 for the senior lunch and learn program. Thank you to Amanda Pedersen and CVEF.
- h. L. Francis noted that a copy of 2015 Statistical Police Data for the town, provided by State Police was in their packet for review.

14. Public comments

None

15. Adjourn

Meeting adjourned at 7:40 p.m.

Respectfully submitted, Beth Moncata