

Town of Hampton
Board of Selectmen
Regular Meeting
August 1, 2016
7:30 pm
Hampton Town Hall Community Room

Call to Order: The meeting was called to order at 7:30 p.m.

Members Present: Al Cahill, Mike Chapel, Bob Grindle

Audience for Citizens

Mark Samios distributed a letter requesting the acquisition of an abandoned piece of roadway, adjacent to land owned by Jessica and Mark Samios on Kenyon Road, from the Town of Hampton.

Approval of Minutes

Motion: Mike Chapel, seconded by Bob Grindle, to approve the June 6, 2016 Regular Meeting Minutes and the June 21, 2016 Special Meeting Minutes.

Motion carried unanimously.

Liaison Reports

RD#11 Board of Education: none.

Hampton Elementary School Board of Education: none.

Fire Department: none.

Ambulance Corp: none.

Public Works: Al Cahill reported on recent projects, which include cleaning the catch basins throughout the town, maintaining public areas, skimming and paving Potter and 11th Section Roads in preparation for chip-sealing, and tree trimming on East Old Route 6. He also conveyed the Department's request to collaborate with Brooklyn to rent a catch basin vacuum truck.

Communications

CIRMA: from which the Town has received and deposited an equity distribution check in the amount of \$2135.

DEEP: reportedly has signed the contract and sent a check for \$22,500 for reimbursement for the Town's purchase of the Edwards property.

Connecticut Siting Council: reportedly approves the first phase of development of the Solar Project Proposals, yet is not in favor of additional phases of development; a final determination will be rendered on September 16, 2016.

Al Cahill also reported that a complaint has been filed against him with the Elections Enforcement Commission for allegedly violating election law by attempting to influence voters through clarification of the June 23, 2016 referendum question. He stated that the June 6, 2016, Meeting Minutes, specifically Item C under New Business, "Approve resolution to hold a Special Town Meeting on June 15 to request RD 11 to initiate withdrawal study," was the clarification provided to voters, and reported that a response has been sent through the Town's legal counsel to the SEEC.

Financial Report: was distributed and reviewed.

Tax Collector's Report: was distributed and reviewed. As of July 29, \$1,261,281.81 has been deposited, and \$18,848.48 in Online Payments has been received, for a total of \$1,280,130.29 collected.

Refunds: none.

Abatement of Town Owned Taxes: The Tax Collector recommends the abatement of \$1,842.72 for the property purchased by the Town of Hampton on Old Town Pound Road.

Motion: Mike Chapel, seconded by Bob Grindle, to accept the Tax Collector's recommendation and abate the \$1,842.72 in taxes for the property purchased by the Town of Hampton on Old Town Pound Road.

Motion carried unanimously.

Appointments

Agricultural Commission: Al Cahill recommended the appointment of Mike Grady.

Motion: Bob Grindle, seconded by Mike Chapel, to appoint Mike Grady to the Agricultural Commission. Motion carried unanimously.

Emergency Management: Al Cahill recommended the appointment of Michael Quick as Information Officer to Emergency Management, noting that he has been taking the necessary classes.

Motion: Bob Grindle, seconded by Mike Chapel, to appoint Michael Quick as Information Officer to Emergency Management.

Motion carried unanimously.

Board/Committee/Commission Minutes/Reports for Review: Minutes and Reports were distributed and reviewed.

Additions to the Agenda

Motion: Mike Chapel, seconded by Bob Grindle, to discuss and hire an Administrative Assistant to the Selectmen under New Business.

Motion carried unanimously.

Old Business

Update on Route 6 Solar Project: discussed under Communications.

New Business

Resolution to Discuss and Act on "New Account Resolution" for Government and Institutional Banking with Webster Bank, N. A.: Al Cahill explained that the Board of Finance at their July 12, 2016 meeting voted to authorize the First Selectman and the Treasurer to purchase Certificates of Deposit up to \$250,000 at an FDIC member institution, and that Webster Bank, N. A. has been selected. Perry Matchinis, Board of Finance member, reported that the \$250,000 will be split into two CDs of \$125,000 at a .95% interest rate, noting that the amount will yield us approximately \$1,700 annually, significantly more than the Town is currently earning. He invited the Selectmen to a meeting on August 4 with a representative from the bank, the Tax Collector, the Town Clerk, and the Treasurer.

Motion: Mike Chapel, seconded by Bob Grindle, to approve the "New Account Resolution" to authorize the First Selectman and the Treasurer to do business with Webster Bank in order to purchase up to \$250,000 of CDs.

Motion carried unanimously.

Approve Annual Engagement Letter with Town Auditor: Members of the Boards of Selectmen and Finance praised the Town Auditor.

Motion: Bob Grindle, seconded by Mike Chapel, to approve the annual engagement letter with Town Auditor.

Motion carried unanimously.

Resolution for Continued Banking with SIBT:

Motion: Bob Grindle, seconded by Mike Chapel, to continue banking with the Savings Institute Bank and Trust with the same signatories as last year.

Motion carried unanimously.

Discuss and Award Chip-seal Contract for 11th Section and Potter Roads: Al Cahill recommended awarding the contract to the Gorman Group, and spending an additional \$1300 for sweeping the stone, a time-consuming task which puts stress on the Town's vehicles.

Motion: Bob Grindle, seconded by Mike Chapel, to award the contract for chip-sealing and sweeping 11th Section and Potter Roads to the Gorman Group.

Motion carried unanimously.

Discuss and Award Contract for New Floor Lower Level Town Hall: There was some discussion on the type of flooring selected.

Motion: Mike Chapel, seconded by Bob Grindle, to award the contract to Heavy Duty Floors to finish the flooring in the lower level of Town Hall.

Motion carried unanimously.

Discuss and Possible Hire of Town Planner: Kevin Grindle, Planning and Zoning Commission Chairman, explained that, with the resignation of Zoning Enforcement Officer Martha Fraenkel, there was discussion on separating the responsibilities of ZEO and Town Planner, positions which were previously combined, in order to provide the best opportunity for the Town to maximize specific skill sets. Al Cahill recommended the Town hire the professional consulting firm CME Associates to fill the role of Town Planner, noting that the firm has much local experience and could offer grant writing assistance as well as planning services. He also noted that the 2016-2017 budget allocation for the position, approved prior to the resignation of the ZEO, might require adjustment to accommodate compensating the two positions, but stated that this approach is the best strategy in providing professional support, protecting the town, and meeting the needs of the community. Bob Grindle agreed that this was a responsive approach to the concern raised by taxpayers on utilization of the business zone.

Motion: Bob Grindle, seconded by Al Cahill, to approve the hire of the consulting firm CME Associates. Motion carried, 2-0, Mike Chapel abstaining.

Discuss Hampton Fire Department Building Addition: Al Cahill reported on the conceptual phase of the project which estimates \$383,000 for an additional bay along the full length of the Firehouse. He suggests applying for STEAP and other grants to cover the costs, and plans on introducing the subject to residents at a Special Town Meeting which will be called shortly to approve retrieving the \$58,000 in unspent paving funds from last year to re-invest in this year's paving projects.

Discuss and Hire Administrative Assistant for Selectmen: Al Cahill reported that he received twelve applications for the position and interviewed six candidates. He recommends hiring Donna Cloutier of Chaplin, a retired administrative assistant for the Superintendent of Sprague. Kevin Grindle asked if Ms. Cloutier would be available to serve as recording clerk for the PZC, as has been the practice, and Al Cahill responded that she was apprised of those additional hours and welcomed them.

Motion: Bob Grindle, seconded by Mike Chapel, to hire Donna Cloutier for the position of Administrative Assistant to the Selectmen.

Motion carried unanimously.

Audience for Citizens

Randy Thompson asked who owns the land and the building that houses the emergency vehicles. Al Cahill responded that the Fire Department owns both the building and the land, that the Ambulance Corps rents space for a nominal fee, and that the Town monetarily contributes to the equipment. It was noted that the Auditor and the Board of Finance have expressed accounting concerns in the past, and that collaborative efforts between the Town's non-profit organizations and the Town's fiscal authorities might lead to greater transparency, which the Selectmen as well view as necessary.

Violet Marquis asked if there were any further developments with the expressed interest of Mennonites to utilize the lower level of Town Hall. Mike Chapel said that interest still exists and that they were planning a trip to Hampton next weekend.

Adjournment:

There being no further business to come before the Board, the meeting adjourned at 8:20 p.m.

Respectfully submitted,
Dayna McDermott Arriola

Substitute Recording Clerk

This is a draft version of the Minutes until approved by the Board of Selectmen.