

**DRAFT to be approved at the Tuesday, September 7, 2010**  
**Special BOS Meeting**

A Regular Meeting of the Board of Selectmen was held on Monday, August 2, 2010 at the Town Office Building.

**Present for the Board:** First Selectman Kate Donnelly, Selectman Roger Dionne, Selectman Mike Chapel.

1. **Call to order:** First Selectman Donnelly called the meeting to order at 7:40 p.m.
2. **Audience for Citizens**

Wayne Kilpatrick in support of the re-appointment of Penny Newbury as an alternate on the Conservation Commission.

Gay Wagner read a portion of the text as pertained to the Community Center STEAP grant, and spoke against the recently submitted STEAP grant.

Alan Cahill spoke against the currently submitted STEAP grant.

Dayna McDermott-Arriola noted she did not recall a list of STEAP grant possibilities being submitted. She inquired whether or not there had been discussion amongst the Board.

Jean Romano asked that the Board consider a process next time for more discussion to take place prior to a STEAP grant submission.

Wayne Kilpatrick read a letter pertaining to Penny Newbury being re-appointed to the Conservation Commission.

Gay spoke in favor of re-appointing Penny Newbury to the Conservation Commission.

Doug Stewart spoke to the deteriorated condition of the lower level and to the need for energy savings.

Bob Burgoyne inquired as to Planning Commission approval.

Ed Burchfield pointed out that not everyone may be aware of the needs for the downstairs, especially since it is an EOC (Emergency Operations Center) location.

Alan Cahill spoke against lower level renovation with a STEAP Grant.

Dayna McDermott-Arriola spoke regarding past plans to renovate and rent the lower level of Town Hall.

Maryllen Donnelly spoke in favor of renovation and the STEAP grant.

Marcia Kilpatrick spoke in favor of re-appointing Penny Newbury to the Conservation Commission.

Bob Burgoyne thanked the Selectmen for entertaining the many comments about the STEAP grant application.

Amy Sterling expressed the opinion that the Conservation Commission needs to be more visible to the community, and perhaps submit an article to the Gazette each month to keep the community updated on their activities.

Linda Gorman spoke against the STEAP grant submission.

**3. Additions to Agenda:**

To be added under **New Business**, Item 11C; Approve loan agreement with Savings Institute, and 11D discussion of First Selectmen Donnelly's meeting with the State Police.

**MOTION:** Selectmen Dionne moved to add 11C and 11D to the agenda; Selectman Chapel seconded; all in favor; motion carried.

**4. Approval of Minutes:** Regular Meeting minutes 7/6/10

**MOTION:** Selectman Dionne moved to approve the 7/6/10 regular Board Meeting Minutes as written. Selectman Chapel seconded; all in favor motion carried;

**5. Liaison Reports:**

D-11 Board of Education - Chair George Askew reported that a teacher from China will be here for two years, teaching Mandarin Chinese to 7<sup>th</sup> and 8<sup>th</sup> grades, and she will also be traveling to Chaplin for one group there. Invitation to participate extended to Scotland and Chaplin elementary schools if they can provide transportation. Her position is supported by the College Board.

Hampton Board of Education - John Burnham reported that negotiations for teacher contracts will commence in September. Opportunity for community input will be at August Board of Ed meeting.

Fire Department - No report this month. First Selectman Donnelly congratulated and thanked Richard Schenk for the time and effort he invested in assisting with the Canadian wildfires.

Ambulance Corps - nothing this month - First Selectman Donnelly thanked the corps for their work this month dealing with difficult situations.

**6. Financial Report for the month ending July 31, 2010.** The Board reviewed the monthly financial statement provided by Treasurer Ellen Rodriguez. There were several transfers this month (please refer to Addendum A).

**MOTION:** Selectman Dionne moved to approve the transfers as recommended by Treasurer Rodriguez; Selectman Chapel seconded; all in favor; motion carried.

**7. Tax Collector Report** - For the month ending July 31, 2010. The Board reviewed the report submitted by Tax Collector Baum, the text of which is included herewith.

*"We received and deposited \$1,266,019.01 in July and have received \$4,460.95 in credit card payments for a total of \$1,270,479.96. Comparisons to last year are not meaningful as the Collection month ended today August 2<sup>nd</sup>. All mail postmarked today is on time and without penalty. We have a payment from First American of approximately \$500,000 to process and a tray of individual bills that should bring us above last year's July total of \$1,739,745. I will be updating the Board with another report by Tuesday, August 10 with receipts postmarked by today."*

**REFUNDS:** There were two refunds for the Board to approve; one in the amount of \$147.40, and one in the amount of \$37.79, both due to Assessor corrections. Mr. Baum recommended the Board approve a total of \$185.19.

**MOTION:** Selectmen Dionne moved to approve the refunds recommended by the Tax Collector Baum; Selectman Chapel seconded; all in favor; motion carried.

**8. Appointments/Terms:**

Karlene Deal was appointed to the post of Assistant Town Clerk effective retroactively to July 29, 2010. She will serve on an as-needed basis.

**MOTION:** Selectman Chapel motioned to appointment Karlene Deal to the post of Assistant Town Clerk; Selectman Dionne seconded; all in favor; motion carried.

Alternate to Conservation Commission: Penny Newbury

**MOTION:** Selectman Chapel moved to appoint Penny Newbury as an alternate to the Conservation Commission, retroactive to 6/1/10 for a term of three years. Selectman Dionne seconded; all in favor; motion carried.

Selectman Donnelly thanked Amy Sterling for her interest, and encouraged her to seek a position on the Commission when one becomes available. She also thanked citizens for being willing to serve on committees.

**July Minutes/reports for Review:** The Board reviewed the most recent minutes/reports of the following: P&Z, RD-11, Hampton Board of Ed, Green Energy Committee, AgVocate Committee, DPW

**9. Old Business**

**A. Award Town Hall heating system upgrade contract to Emcor Services.**

**MOTION:** Selectman Dionne moved to award Emcor Services the Town Hall Heating system upgrade contract; work to include removal of old boiler; Selectman Chapel seconded; all in favor; motion carried.

First Selectman Donnelly will obtain a quote for the cost of asbestos abatement in determining if it is cost effective to proceed with the removal of the old boiler.

**B. Discuss Banford Property -** The previous BOS voted to purchase this parcel on the advice of the Planning and Zoning and Conservation Commissions. Discussion ensued.

**MOTION:** Selectman Chapel made a motion to move forward with the Banford property purchase; Selectman Dionne seconded; all in favor; motion carried.

**C. Garage Updates -** Local contractors broke ground today. The contract calls for completing the project in 180 days, but we are optimistic to be in by winter.

**11. New Business:**

**A. Discuss and Act on establishing an Ad-hoc committee to examine and evaluate trash disposal options for Hampton.** Discussion ensued. **Motion:** Selectman Dionne motioned to establish a committee, with up to seven members for a term of one year, to examine and evaluate trash disposal options for Hampton; Selectman Chapel seconded; all in favor; motion carried.

Selectman Chapel noted that Scotland should be involved in the discussion and decision making since they are 47% invested in the transfer station. He noted there may be a contract with them.

Selectman Donnelly presented the following as the possible charge to the committee::

- Conduct a survey of town residents concerning satisfaction and efficiency of current system and desire to use other options
- Identify successes and problems with current system
- Identify options used by other towns for trash disposal
- Research environmental impact of various options
- Do cost/benefit analysis of various options
- Create a detailed report to the Board of Selectmen within one year of committee appointments

**B. Discuss procedures and policies concerning Executive Session**

First Selectman Donnelly stated that as a Board of Selectmen we follow Robert's Rules of order and are legally bound to the tenets of the CT Freedom of Information Act at our meetings. Both of these require confidentiality for what is discussed in executive session at our meetings. She noted that what is discussed in executive sessions should not be discussed outside of those sessions.

Selectman Chapel was of the opinion that the executive session discussions could be discussed outside of executive session, if the issues were discussed by selectmen outside of session.

Selectman Donnelly did not believe this to be true and stated that she has never discussed the items reported in a local newsletter. She continued, that as much as she would like to clear any misunderstanding or inaccuracies made by a Selectman or erroneously reported by the newsletter, that she believed it was a breach of her responsibilities to disclose confidential information.

Selectman Donnelly asked the other Selectmen to affirm that in the future items discussed in executive session would be kept confidential. Selectman Dionne and Chapel affirmed it.

**C. Approve loan from the Savings Institute**

The loan documents were reviewed and accepted, and a final commitment letter will, upon submission of a resolution by the Board, be forthcoming.

**RESOLUTION:** Be it hereby resolved that the Hampton Board of Selectman accept the Savings Institute's loan amount and terms as stated in the loan contract, the funds to be used for the building of the new Town garage.

**MOTION:** Selectman Dionne moved to accept the resolution; Selectman Chapel seconded; all in favor; Motion Carried.

**D. Meeting With State Police:** First Selectman Donnelly attended a State Police meeting held for the benefit of selectmen/managers of Towns within the Troop D region. Lieutenant Michael Spellman recently assumed command of Troop D, and met with leaders to discuss their concerns, and resources available to them. There are grants available that will cover police presence with regards to traffic issues, and the State Police will assist with writing those grants. Discussion ensued regarding how to best utilize this opportunity.

**12. Audience for Citizens:**

Mr. Romano noted that a previous committee had investigated several options for trash disposal in Hampton, and that records from that committee's meetings could be valuable moving forward.

Wayne Kilpatrick asked to have the parameters of Audience for Citizens discussions be stated in the beginning.

Bob Burgoyne noted that while he had no objections to Karlene Deal serving as Assistant Town Clerk, it should be noted that there were some areas for which she needed further instruction. He noted that notes from previous Committee's assigned to trash disposal options be reviewed.

Doug Stewart noted that grants available from the State Police and the writing of such grants would be a good discussion topic at a future BOS meeting. He also suggested a survey to assess what current methods of trash disposal are used by citizens.

Gay Wagner clarified STEAP grant parameters.

Marcia Kilpatrick suggested a trooper be assigned to the swap shack at the Transfer Station.

Phoebe Huang commented on the recent paving improvements on South Bigelow Road. She commented on the amount of rancor she observed at this meeting, and noted that she could see no apparent reason for it. She noted it would behoove everyone to conduct themselves in an adult manner.

Bob Burgoyne thanked the Town Crew for their quick response in removing a downed tree on Parsonage Road.

Dayna McDermott-Arriola expressed the opinion that setting the rules of engagement at the beginning of a meeting was required by FOI.

Alan Cahill commented on the fact that many of tonight's agenda items had to with Hampton's quality of life.

**Adjournment:** There being no further business to come before the Board, Selectman Chapel motioned to adjourn at 8:55p.m.; Selectman Dionne seconded; all in favor; motion carried.

Respectfully Submitted,  
Marlene B. Aulten  
Recording Secretary