

**Board of Selectmen Meeting Minutes  
May 12, 2008, 7:00 pm  
Coginchaug Regional High School Auditorium**

**MINUTES**

**Call to Order and Roll Call**

Laura Francis called the meeting to order at 7:05 pm and led with the pledge of allegiance. John Szewczyk and Jim McLaughlin present.

**Approval of the Agenda**

MOTION BY J. MCLAUGHLIN, SECONDED BY J. SZEWCZYK TO APPROVE THE AGENDA. ALL AYE

**Public Comments**

None

**Approval of Proclamation for Steve Levy**

MOTION BY J. MCLAUGHLIN, SECONDED BY L. FRANCIS TO ACCEPT PROCLAMATION FOR STEVE LEVY. ALL AYE

**PROCLAMATION**

**WHEREAS**, Dr. Steve Levy is a 1977 graduate of the University of Pennsylvania's School of Veterinary Medicine and has owned and operated the Durham Veterinary Hospital since 1979,

**WHEREAS**, Dr. Steve Levy is a leading specialist on canine Lyme disease and is an internationally recognized authority on ticks and tick-borne diseases,

**WHEREAS**, Dr. Steve Levy is a long-term member of the Durham Volunteer Fire Company where he served as Fire Chief for 10 years,

**WHEREAS**, Dr. Steve Levy was the Emergency Management Director for the Town of Durham,

**WHEREAS**, Dr. Steve Levy worked tirelessly with a hard-working core of EM Deputy Directors to meet mandates imposed by both the State and Federal Departments of Emergency Management and Homeland Security (DEMHS),

**WHEREAS**, Dr. Steve Levy and his team developed a Town of Durham Emergency Operation Plan, which was filed with Connecticut DEMHS. This arduous task placed the Town of Durham in compliance with mandates and made our EM Department eligible for Homeland Security grants totaling over \$75,000.00,

**WHEREAS**, Dr. Steve Levy organized a committee of volunteers to generate a plan for the activation and opening of a new emergency shelter at the high school. The new shelter provides many improvements over the previous shelter. With Steve's leadership, this committee has worked to adequately prepare the shelter with appropriate equipment including the availability of automatic emergency power generation. In addition to this initiative, Steve has also used his expertise as a veterinarian to coordinate activities to develop an emergency pet shelter.

**NOW, THEREFORE, WE**, the Board of Selectmen, on behalf of the residents of the Town of Durham, do hereby proclaim May 12, 2008 to be Dr. Steve Levy Day as a token of our appreciation for his volunteer efforts. We extend our best wishes to Dr. Levy for a rewarding "retirement".

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Laura L. Francis  
First Selectman

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John T. Szewczyk  
Selectman

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James W. McLaughlin  
Selectman

Dated in Durham, Connecticut, this 28<sup>th</sup> day of April 2008

RECEIVED: 6-10-08	TIME: 4:40 PM
Kim Garvis, Town Clerk	
OFFICE OF THE TOWN CLERK, DURHAM, CONNECTICUT	

**Approval of Proclamation to Designate the Week of May 31 - June 6, 2008 as the Association of Pool and Spa Professionals (APSP) Pool and Spa Safety Week**

MOTION BY J. MCLAUGHLIN, SECONDED BY L. FRANCIS TO ACCEPT PROCLAMATION FOR APSP POOL AND SPA SAFETY WEEK. ALL AYE

L. Francis explained that Carol Kleeman met with Laura to ask for support for this proclamation.

**PROCLAMATION**

May 31 - June 6, 2008 APSP Pool Safety Week

**WHEREAS**, the citizens of the Town of Durham recognize that safe usage of the home pool, spa, or hot tub provides a healthy, relaxing recreational opportunity for families, and

**WHEREAS**, the citizens of the Town of Durham recognize the passage of the Virginia Graeme Baker Pool and Spa Safety Act by the United States Congress this past December, as supported by the Association of Pool & Spa Professionals (APSP), providing for the promotion of suction entrapment prevention and "layers of protection" barrier requirements as part of a broad package of child pool and spa safety legislation, and

**WHEREAS**, the citizens of the Town of Durham recognize the importance of constant adult supervision as a deterrent to child endangerment in and around pools and spas, and

**WHEREAS**, the citizens of the Town of Durham recognize the ongoing efforts to educate the public on pool and spa safety issues and initiatives by the pool and spa industry, including manufacturers, builders and dealers,

**NOW, THEREFORE, WE**, the Board of Selectmen, of the Town of Durham, do hereby proclaim the week of May 31 - June 6, 2008, as APSP Pool and Spa Safety Week.

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Laura L. Francis  
First Selectman

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John T. Szewczyk  
Selectman

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James W. McLaughlin  
Selectman

Dated in Durham, Connecticut, this 12<sup>th</sup> day of May 2008

**Fiscal Analysis - April 2008**

L. Francis discussed accepting the fiscal analysis on the 2<sup>nd</sup> meeting of month as opposed to the 1<sup>st</sup> meeting of the month thereby giving the financial director more time to prepare the analysis. There were no objections from selectmen.

L. Francis summarized the report highlighting the following:

- Transfers from Board of Finance from Contingency for the Tax Collectors Office and from Undesignated Fund Balance for the Durham Center Water Improvement Project.
- Contingency is anticipated to have a balance of under \$7,000 once year-end transfers for election expenses, fire apparatus, tax refunds, and the environmental clean-up on Main Street.
- The snow budget after accounting for all invoices has a balance of over \$5,000.
- Heating fuel has gone over \$2,000.

MOTION BY J. MCLAUGHLIN, SECONDED BY J. SZEWCZYK TO ACCEPT FISCAL ANALYSIS FOR APRIL. ALL AYE

### **Approval of First Selectman to Enter into a 63 Month Lease Agreement with A&A Office Systems for Purchase of Savin 9050 Copy Machine**

L. Francis reviewed the quotes for 3 different copy machines. She explained that the buy-out of the current lease is included in the quotes. She recommended the Savin 9050 from A&A Office Systems stating that it is a better machine than the current one. J. McLaughlin asked about the Toshiba 523T contract, which has a less expensive monthly lease for a period of 60 months compared with the Savin 9050. L. Francis explained that the cost per page for the Savin 9050 is significantly less than the Toshiba. J. Szewczyk further pointed out that the lease for the Toshiba only covers 60 months and that 63 months are needed. So, a lease for the 3 month different would still be needed, thereby further adding the cost.

MOTION BY J. MCLAUGHLIN, SECONDED BY J. SZEWCZYK TO GRANT APPROVAL TO THE FIRST SELECTMAN TO ENTER INTO LEASE AGREEMENT FOR THE SAVIN 9050 COPY MACHINE. ALL AYE

### **Discussion of Resident Trooper Office**

L. Francis presented the report of the CT State Police Line Inspection of the Resident Trooper's office located in the Durham Fair house. She explained that everything appears to be on target except the building and grounds of Trooper's office. Three issues were identified: Security issues, cleanliness, and appearance. L. Francis stated that she will speak with the Durham Fair Association regarding these issues. The Town of Durham pays \$2400 a year to rent the office.

J. McLaughlin noted that the office needs to be relocated. However, this is not going to happen in the near future. J. Szewczyk added that more space is needed and that an audible alarm should be considered. L. Francis will speak with the Durham Fair Association about the availability of another room in the house. L. Francis also announced that Linda Berntsen will be providing 8 hours a week of office support for the Resident State Trooper's office.

### **Tax Refunds**

MOTION BY L. FRANCIS, SECONDED BY J. MCLAUGHLIN TO ACCEPT A TOTAL OF (6) TAX REFUNDS IN THE AMOUNT OF \$1,374.10 AS PRESENTED. ALL AYE

### **Discussion of Economic Development Strategy Final Report**

The Board of Selectmen discussed their impressions of the Economic Development Strategy Final Report. J. McLaughlin stated that he attended all stake-holder meetings and that the strategy on business development on Main Street in the Historic District was not a topic discussed by stakeholders; however, it is in the report. He further pointed out that only one commissioner of Economic Development brought up the regulations. J. McLaughlin requested that this topic be removed from report or at least corrected in its presentation within the report.

L. Francis stated that she was disappointed that report wasn't 'meatier'. She added that the recommendations were not specific and that the consultant did infuse some of his own input. However, the report does provide a guide and should be considered a working document. She stated that the Board of Selectmen should stay attentive on the recommendations in the report and hold the Economic Development Commission accountable and that the Board of Selectmen assists the EDC in their efforts. She added that money is in budget for consulting needs of the commission. J. Szewczyk agreed that the commissioners should be encouraged to move forward.

J. McLaughlin spoke to Hugh Curly about the development of the town web site for economic development information.

MOTION BY J. MCLAUGHLIN, SECONDED BY L. FRANCIS TO ACCEPT REPORT WITH RESERVATIONS NOTED. ALL AYE

L. Francis noted her appreciation for hard work by the Economic Development Commission.

### Approval of Meeting Minutes

MOTION BY L. FRANCIS, SECONDED BY J. MCLAUGHLIN TO APPROVE APRIL 28, 2008 MEETING MINUTES. ALL AYE

MOTION BY L. FRANCIS, SECONDED BY J. MCLAUGHLIN TO APPROVE MAY 1, 2008 MEETING MINUTES. ALL AYE

MOTION BY L. FRANCIS, SECONDED BY J. SZEWCZYK TO APPROVE MAY 8, 2008 MEETING MINUTES. 2 AYE, 1 ABSTAIN

### Old/New Business

#### Old Business:

1. Crooked Hill Rd - No construction has started. Documentation, checklists, and agreements are still in preparation. Brian Curtis, Town Engineer, is working through the sequence of events.
2. Tri-Mountain Rd project completed. J. McLaughlin heard from a resident that he was very pleased with the job. Maple Avenue project has started.
3. Water System Diversion Permit Waiver Bill passed in the last legislative session. The bill has a 10-year sunset and saves the town 100K or more over this period.
4. Bid package for the pension plan complete and going before the Board of Education.
5. Bullet Investigation - The First Selectman and Resident State Trooper walked the Wallingford side and Dinatale property together with the DEP, state troopers, Representative Ray Kalinowski, the press, and neighbors. Bullets were found. No report is available, yet. Commissioner of DEP promised will keep investigation going. Meeting tomorrow is to be held with the Mayor of Wallingford, our Resident State Trooper, and the police chief of Wallingford.
6. Town Counsel has been consulted on bringing the Meeting Hill House Rd/RT 17 property to referendum. Timelines need to be prepared for Board of Selectmen and Board of Finance approvals for a Special Town Meeting and referendum. Also, a Public Hearing should be scheduled. The Senior Citizen Board and the finance director are working on a presentation of the project and the finances, respectively. More information will follow.

#### New Business

1. Middletown, Portland, Haddam, Middlefield and Durham Town Planners met with Homeland Security representation to discuss funding for a regional animal shelter facility. However, budget constraints have affected funding. The group may or may not meet again. L. Francis stated the need to look to the future since the dog pound is currently on private property.
2. Sharon Griffen/ Fran Halloran met with L. Francis on behalf of the Habitat for Humanity. United Way has funded a search for piece of property in Durham.
3. Wellness Program for employees (Walk for Health Program). Pedometers have been ordered at employee expense. Twenty minute walks have been authorized 3 times a week during working hours. The goal is to encourage a more healthy way of life, which will provide more productivity.
4. Fraud in Tax Collectors office. Counterfeit Town of Durham Check with Tax Collector's forged signature was presented to a bank for payment (\$692). The bank is directing resources to investigate and has covered the check. The town didn't lose any money.
5. Third Graders coming from Korn Elementary School to Town Hall on Friday as part of an annual event.

6. Older American Month in May. Senior Citizen's Board and Recreation Director have set up an event on May 30 at the Durham Fire House to celebrate older American month.

**Selectmen's Comments**

None

**Public Comments**

Frank DeFelice asked to have the report of the CT State Police Line Inspection submitted to Public Safety.

Adjourn 7:45 pm.

Respectfully Submitted,  
Renee Edwards.