

Board of Selectmen's Meeting Minutes
7:00 pm, July 3, 2007, Town Hall Meeting Room

REVISED

Call to Order and Roll Call

James McLaughlin called the meeting to order at 7:00 pm and asked Kurt Bober to lead with the pledge of allegiance.

Renee Edwards and Maryann Boord present.

Approval of the Agenda

MOTION BY M. BOORD, SECONDED BY J. MCLAUGHLIN TO APPROVE THE AGENDA. ALL AYES

Public Comments

None

Approval of Middletown Transit District (MTD) Rural Transit Service Operating Agreement

J. McLaughlin explained that this agreement is updated annually and that sufficient funds were budgeted for this expense.

MOTION BY M. BOORD, SECONDED BY R. EDWARDS TO APPROVE MTD RURAL TRANSIT SERVICE OPERATING AGREEMENT. ALL AYES

Town Wide Sweeping Bid Award

Kurt Bober explained that 3 bids for town wide sweeping were received. He recommended that JVIII Construction, Inc. be awarded the contract. K. Bober presented a cost comparison and showed that while the quotes didn't differ by much in terms of the hourly rate for sweeping, JVIII was lower for cost per mile and did include more cost information for other related services. Furthermore, K. Bober stated that JVIII could complete the work within 3 weeks. K. Bober informed the board that dust control and traffic control would be covered by Public Works and could therefore be dropped from the contract, which would further reduce the cost.

MOTION BY R. EDWARDS, SECONDED BY M. BOORD TO AWARD TOWN WIDE SWEEPING CONTRACT TO JVIII CONSTRUCTION, INC. ALL AYES

Discussion of Compensation Review/Personnel Policy Board Classification and Compensation Plan Revisions

The board reviewed the recommendations made by the Compensation Review/Personnel Policy Commission. The commission recommended the 'minimum/maximum' pay scale over the 'step' pay scale. The commission was in agreement with all other Randi Frank (consultant) recommendations.

MOTION BY M. BOORD, SECONDED BY J. MCLAUGHLIN TO ACCEPT MINIMUM/MAXIMUM PAY SCALE TO SET SALARIES FOR NON-ELECTED, NON-UNION TOWN EMPLOYEES AS RECOMMENDED BY RANDI FRANK EXCEPT FOR THE PART-TIME ASSESSOR, WHO WILL RECEIVE A 3% INCREASE. ALL AYES

MOTION BY M. BOORD, SECONDED BY R. EDWARDS TO ANNUALLY ADJUST MINIMUM/MAXIMUM PAY SCALE FOR COST OF LIVING INCREASES. ALL AYES

MOTION BY M. BOORD, SECONDED BY R. EDWARDS TO COMPENSATE NON-ELECTED, NON-UNION TOWN EMPLOYEES FOR ADJUSTED PAY INCREASES EFFECTIVE AS OF JULY 1, 2006 SINCE THE SALARY ADJUSTMENTS WERE MEANT TO TAKE PLACE IN 2006. ALL AYES

Ethics Committee Appointments

The charge for this committee was discussed as preparing an ordinance for an Ethics Commission. The ordinance should include logistics of the commission (mode of election, terms, commission composition, powers, etc.). This committee is not expected to prepare a Code of Ethics, but rather to

give the commission that power. J. McLaughlin will prepare a committee charge, timeline, and other relevant information for the board's review.

MOTION BY M. BOORD, SECONDED BY R. EDWARDS TO APPOINT PAT KUPCHO (R), DAVID MONTGOMERY (R), MATHEW REID (R), BOB FULTON (D), BOB HORN (D), KATHLEEN MCTIGUE (D), AND LISA STRAFFORD (U). ALL AYES

Discussion of Community Development Services Request

The board agreed that J. McLaughlin should write a letter to Community Development Services explaining that in order to most effectively deal with this precedent-setting situation, we would like to assist in resolving the issue of their unpaid taxes and their gift of land to the town. Such resolution includes 1) the town receives their gift of land once Community Development Services pays all delinquent property taxes, or 2) Community Development Services appeals to abutting land owners to determine if there is any interest in adding the property to their land.

Crooked Hill Road - Reply to Brian Ferris on Bond/Letter of Credit Issue, Extension Request

Attorney Rebecca Adams was in attendance and recommended that the board re-execute their contractual agreement with Brian Ferris and 1) amend Section 3 (Performance Bond/Insurance Certificate) specifying the amount of \$703,731.00 for the bond/letter of credit and adding that the bond amount does not cover or include the cost of the relocation of any utilities and that the cost of any such relocation shall be the sole responsibility of Ferris, and 2) amend Section 4 to extend the commencement date up to August 15, 2007, specifying the amount of time for completion (15 months from the date of commencement), and adding a paragraph stating that no work on the subdivision other than grading and road construction may be done until the improvements to Crooked Hill Rd have been completed to the reasonable satisfaction of the Engineer for the Town of Durham.

MOTION BY M. BOORD, SECONDED BY R. EDWARDS TO GRANT BRIAN FERRIS AN EXTENSION TO AUGUST 15, 2007 TO COMMENCE WORK ON CROOKED HILL RD. ALL AYES

MOTION BY J. MCLAUGHLIN, SECONDED BY M. BOORD TO ACCEPT AMOUNT OF \$703,731.00 BY BRIAN CURTIS IN CONSULTATION WITH BRIAN FERRIS' ENGINEERS FOR THE BONDS POSTED IN SECTION 3: PERFORMANCE BOND/INSURANCE CERTIFICATE OR TO ACCEPT AN ISSUED LETTER OF CREDIT IN THE AMOUNT OF \$703,731.00. ALL AYES

345kV Transmission Line Update

Nothing new to report.

Approval of Meeting Minutes June 25, 2007

MOTION BY M. BOORD, SECONDED BY R. EDWARDS TO APPROVE MEETING MINUTES OF JUNE 25 2007. ALL AYES

New Business

M. Boord asked the board to approve the Republican Town Committee request to serve alcohol at the Durham firehouse for their party caucus on July 20, 2007.

MOTION BY J. MCLAUGHLIN, SECONDED BY R. EDWARDS TO APPROVE REQUEST BY REPUBLICAN TOWN COMMITTEE TO SERVE ALCOHOL AT THE DURHAM FIREHOUSE ON JULY 20 2007. ALL AYES

Public Comments

K. Bober spoke in favor of a new driveway at the Durham firehouse; however, he felt the driveway should be the responsibility of the town and not of the Fire Company Trustees. The trustees are overseers of the building, not the property.

ADJOURNED MEETING AT 9:00 P.M.
Respectfully submitted, Renee P. Edwards

Bolded lines reflect non-elected, non-union positions. The total salary adjustment approved by the BoS is based on these positions.

Title	Points	New Grade	Proposed New Hourly Minimum	Proposed New Annual Minimum	Durham Hourly Actual Salary	Durham Annual Actual Salary	Proposed New Maximum	Years of Service	Recommended Hourly Salary	Recommended Annual Salary	Annual Difference Actual to Recom.
Assistant Tax Collector-Cert	258	4	\$15.88	\$16,510	\$20.16	\$20,966	\$20.89	12.0	\$20.89	\$21,726	\$759
Assistant Town Clerk-Cert	268	4	\$15.88	\$33,020	\$20.16	\$41,927	\$20.89	9.0	\$20.89	\$43,451	\$1,524
Assistant Town Clerk-Cert Plus										\$45,191	\$3,264
Youth Services Librarian	321	6	\$17.17	\$25,000	\$20.16	\$29,349	\$22.60	3.0	\$20.89	\$30,416	\$1,067
Youth Services Librarian with corrected "Durham Hourly Actual Salary"	321	6	\$21.22	\$30,896	\$21.22	\$30,896	\$22.60	3.0			
AA/Executive Asst to FS	341	7	\$17.86	\$37,143	\$19.81	\$41,200	\$23.50	1.0	\$20.09	\$41,787	\$587
Town Treasurer	341	7	\$17.86	\$7,828	\$7,828.00	\$7,828	\$23.50		\$9,000.00	\$9,000	\$1,172
Head Youth Services Librarian	351	7	\$17.86	\$26,000	\$22.65	\$32,978	\$23.50	4.0	\$23.50	\$34,216	\$1,238
Selectman	354	7	\$17.86	\$2,716	\$2,716.00	\$2,716	\$23.50		\$3,500.00	\$3,500	\$784
Assistant Library Director	426	10	\$20.67	\$37,623	\$23.27	\$42,351	\$27.20	7.0	\$24.18	\$44,008	\$1,656
Tax Collector	451	11	\$21.91	\$45,578	\$21.34	\$44,387	\$28.84	3.0	\$21.91	\$45,573	\$1,186
Town Clerk	456	11	\$21.91	\$45,578	\$21.70	\$45,135	\$28.84	14.0			
Town Clerk Plus	464	12	\$23.23	\$48,313	\$21.70	\$45,135	\$30.57	14.0	\$25.12	\$52,250	\$7,115
Sanitarian	487	13	\$24.62	\$51,212	\$30.77	\$64,001	\$32.40	20.0	\$32.40	\$67,392	\$3,391
Building Inspector/Official	492	13	\$24.62	\$51,212	\$28.78	\$59,867	\$32.40	8.0	\$29.96	\$62,317	\$2,450
Assessor*	502	13	\$24.62	\$19,204	\$22.41	\$17,484	\$32.40	4.0	\$24.62	\$19,204	\$1,720
Library Director	561	15	\$26.63	\$55,390	\$29.11	\$60,559	\$35.04	2.0	\$29.96	\$62,317	\$1,758
Chief Financial Officer	575	16	\$27.70	\$57,606	\$28.85	\$60,000	\$36.44	new	\$29.96	\$62,317	\$2,317
First Selectman	629	18	\$29.38	\$61,114	\$28.83	\$59,973	\$38.66	1.0	\$30.56	\$63,565	\$3,592
Total FY06-07 BOS Approved 7/3/07											\$16,660

*Assessor will now keep track of his time, this is the cost if his time averages 15 hours a week
 Employees were placed at nearest step above their existing step unless they had 8 years of service, then they were placed at step 5, 6 or 7
 Exceptions include - Town Clerk adjusted within recommended budget limitations and First Selectman should be highest salary
 Elected Positions increases should be phased in over a year in quarterly payment increases