

*Board of Selectmen's Meeting
7:00 p.m., Monday, October 5, 2009
Julian B. Thayer Auditorium, Coginchaug Regional High School*

Meeting Minutes

Call to order and roll call

Laura Francis called the meeting to order at 7:05 p.m. and led the pledge of allegiance.
John Szewczyk and James McLaughlin present.

Approval of the agenda

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO APPROVE AGENDA AS PRESENTED. ALL AYE

Public Comments

Donia Viola questioned the expense that the town had agreed to pay for an easement on the Scott property. L. Francis responded that the town agreed to reimburse Mr. Scott for his costs associated with the donation of the easement specifically \$4,500 for an appraisal and \$7,500 for legal fees. D. Viola questioned the tax benefit to the town. J. McLaughlin stated that the piece of property was currently classified as open space.

Request by Brian Curtis, Town Engineer for Crooked Hill Road Partial Bond Release #4 in the amount of \$132,572.09

B. Curtis, Town Engineer received and reviewed a request from Anderson Engineering & Surveying Associates for partial bond release #4 as well as his own cost estimate of work elements to be completed. On this basis he recommended that a bond amount of \$80,000 be retained by the Town of Durham to cover remaining work and an amount of \$132,575.09 be released.

L. Francis asked Contractor, Brian Ferris what his major impediments would be to get the remaining work done and reiterated that the town wants the project completed by December and assurance that the work would get done. B. Ferris responded that weather would not be an issue but it was critical to have cash flow to complete the punch list. He also stated that he has been communicating with the residents and felt that B. Curtis was being very conservative with the bond amount being retained by the town. Mary Ryan asked B. Ferris to replace the stop sign and post that was lying on the side of the road, to pick up asphalt left north of the cut on Mica Hill Road and noted that plantings also need to be done. L. Francis asked that he check on a new seam on the old Ivy Way side and asked if it could be patched. B. Ferris agreed to all and noted that L. Francis should check with B. Curtis on the Wimler Fence and State of CT encroachment permit.

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO APPROVE TOWN ENGINEERS REQUEST FOR CROOKED HILL ROAD PARTIAL BOND RELEASE #4 IN THE AMOUNT OF \$132,572.09. ALL AYE

Discussion of Board and Commission appointment process

L. Francis reiterated the town's appointment process; resignations would be announced via Board of Selectmen's meeting and would not be filled until the next meeting. She noted current practice (courtesy) was to notify both town committees when there are vacancies but when people come to the Board directly to volunteer their time she feels it is not critical to run through town committees. J. McLaughlin commented that he felt town committees should be notified of the potential nomination as it would be good to know noting that most of the time these nominations are welcomed. J. Szewczyk questioned the discussion of potential nominees amongst the Board outside of meetings. L. Francis stated that they could impart information but not deliberate.

Economic Development Commission appointment

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO APPOINT DIANE MOORE TO FILL A VACANCY ON THE ECONOMIC DEVELOPMENT COMMISSION TO EXPIRE 2010. ALL AYE

Ethics Commission appointment

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO APPOINT LINDA MAFFEI TO FILL A REGULAR MEMBERSHIP VACANCY ON THE ETHICS COMMISSION TO EXPIRE 2010. ALL AYE

Historic District Commission appointment

Tabled

Senior Board appointment

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO APPOINT KAREN THODY TO FILL A REGULAR MEMBERSHIP VACANCY ON THE SENIOR CITIZEN BOARD TO EXPIRE 2009. ALL AYE

Midstate Regional Planning Agency representative appointment

L. Francis brought to the Selectmen’s attention that the Town was entitled to one other representative, besides herself, concerning membership on the Regional Planning Agency. She asked the Board to think about potential candidates to be appointed at the next meeting.

Authorizing Resolution granting the First Selectman to enter into an agreement with the CT State Library for an Historic Documents Preservation Grant

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO APPROVE RESOLUTION GRANTING THE FIRST SELECTMAN TO ENTER INTO AN AGREEMENT WITH THE CT STATE LIBRARY FOR AN HISTORIC DOCUMENTS PRESERVATION GRANT. ALL AYE

Request for permission from the Durham Democratic Town Committee to serve alcohol at the Durham Fire House at their fundraiser Saturday, October 17, 2009

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO GRANT PERMISSION TO THE DURHAM DEMOCRATIC TOWN COMMITTEE TO SERVE ALCOHOL AT THE DURHAM FIRE HOUSE SATURDAY, OCTOBER 17, 2009. ALL AYE

Request for permission from the Economic Development Commission to serve alcohol at the Durham Fire House at their Discover Durham Event, November 19, 2009

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO GRANT PERMISSION TO THE ECONOMIC DEVELOPMENT COMMISSION TO SERVE ALCOHOL AT THE DURHAM FIRE HOUSE NOVEMBER 19, 2009. ALL AYE

Tax refunds

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO APPROVE (7) TAX REFUNDS TOTALING \$433.52 AS PRESENTED. ALL AYE

July fiscal analysis

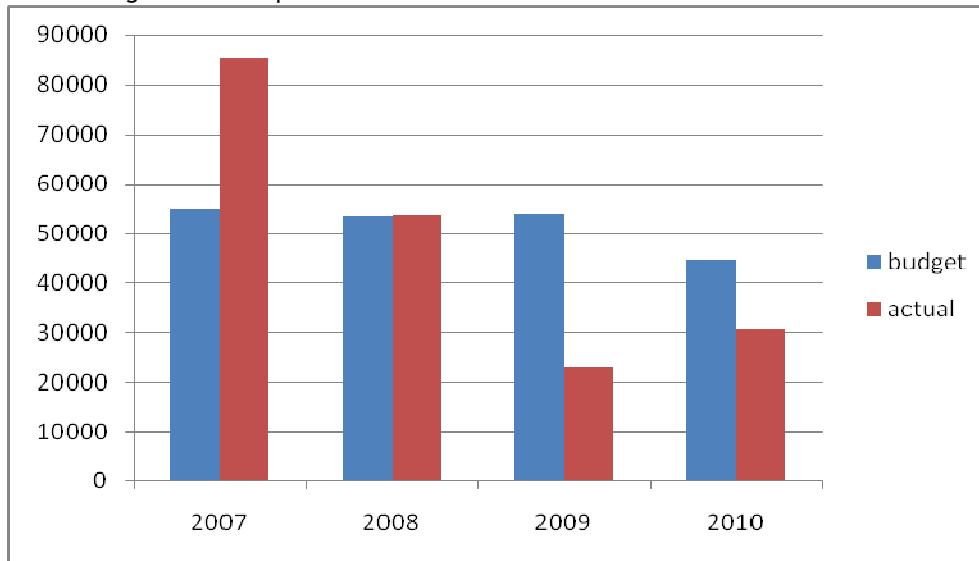
L. Francis reviewed July and August 2009 Fiscal Analysis prepared by Finance Director, Maryjane Malavasi.

As of August 31, 2009, the 2010 budget stands as follows:

	Original Appropriation	Additional Appropriations from Reserve	Carryovers from 08-09	Revised Budget	Actual	Unpaid & Unreceived Balance
Expenditures	25,721,441	125,000	89,844	25,936,285	4,373,073	21,563,212
Revenues	25,721,441	0	0	25,721,441	10,582,013	15,139,428

This fiscal year we will once again keep a close watch on our revenue projections and use those projections to manage our spending. In 2009, the economy caused a number of our revenue projections to fall short very early in the year. Some of our revenue lines generated enough to cover their budget, but fell far short of what was received the year before. The 2010 budget reflects reduced revenue projections based on 2009 actual receipts. The graph below is a comparison of budget vs. actual for the first two months of each of the four fiscal years for

the revenue budgets that we are most closely monitoring: Town Clerk Receipts & Conveyance Tax, Bank Interest, and Building & Health Department Fees.



I would like to note that reductions in these lines are purely the effect of reductions in home sales, new construction, and lowered interest rates; they are not a reflection of the work done by those departments.

As you can see from the above graph, these budget lines showed a substantial reduction during the 2009 fiscal year due to the economic climate. The first 2 months of the 2010 fiscal year are already showing an improvement over last year. These budgets, as well as all others, will continue to be closely monitored throughout the year.

Tax revenues indicate a slight reduction over the last four years. Fiscal Year 2007 has the high of 52.5% at this point in the year. 2010 is currently the lowest of the 4 years, at 51.8%, with each of the 3 categories - motor vehicle, real estate and personal property - all showing a collection rate of slightly less than the other years.

The State budget was passed in the wee hours of September 1. The following is an analysis of the adopted State budget on the Town of Durham's 2010 budget:

<i>Grant</i>	<i>Durham's 2009-2010 Adopted Budget</i>	<i>State's 200-2010 Adopted Budget</i>	<i>Durham's Gain or (Loss)</i>
ECS	3,954,812	3,954,812	-
LOCIP	56,499	75,332	18,833
Casino	32,394	22,596	(9,798)
State Property	20,272	20,272	-
Town Aid Road	84,654	103,503	18,849
		Net Gain	27,884

Normally by the second month of the year we have received anywhere between 10% - 12% of our state revenues. Due to the delay in passage of the budget and State bonding, the Town of Durham has received 1% of its anticipated state revenue at this time.

The Board of Finance approved \$89,844 in carryovers and transferred \$34,548 into the reserve fund. They will continue to very closely consider each and every request for additional appropriation that comes before them.

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO ACCEPT JULY AND AUGUST 2009 FISCAL ANALYSIS AS PRESENTED. ALL AYE

Set date for Public Hearing

TOWN OF DURHAM
PUBLIC HEARING
8:00 P.M., MONDAY, OCTOBER 19, 2009
3RD FLOOR MEETING ROOM, TOWN HALL

The purpose of this public hearing is to present information and discuss proposed Code of Ethics and to provide an opportunity for public comment.

All are encouraged to attend. This hearing is accessible to the handicapped. Any disabled persons requiring special assistance or non-English speaking persons should contact Laura L. Francis, First Selectman at 860-349-3625 at least five days prior to the hearing.

Laura L. Francis
First Selectman

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO SET PUBLIC HEARING DATE OF OCTOBER 19, 2009. ALL AYE

Reschedule October 12, 2009 meeting date

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO RESCHEDULE OCTOBER 12, 2009 MEETING DATE TO OCTOBER 19, 2009 DUE TO HOLIDAY. ALL AYE

LTA -

Recommendation to RSD13 relative to parking for major events

L. Francis asked the Selectmen to review a draft letter to Superintendent Susan Viccaro sharing concerns and recommendations for potential parking and traffic flow issues. The Selectmen approved as presented.

Stop Sign on Maiden Lane

A request received from resident Nancy McKenzie requesting the stop sign on Maiden Lane adjacent to her driveway be removed. It was determined that L. Francis would get a recommendation from the Town Engineer.

Approval of Board of Selectmen meeting minutes September 14, 2009

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO APPROVE SEPTEMBER 14, 2009 MINUTES AS PRESENTED. ALL AYE

Old/New business

L. Francis discussed the following old business.

- 1.) The Natural Hazardous Mitigation draft that was sent to FEMA and DEP has been received and is available in her office for review.
- 2.) The revised Durham Water System Extension Feasibility Study and Environmental Impact Evaluation report update is also available for review.
- 3.) The 2009 Fall-Winter Guide is now available for residents.
- 4.) Annual Flu Clinic will be on October 16th at the Emergency Operations Center on the Durham Fairgrounds. On October 23rd the MDA, funded by a grant from the DPH, will be holding a flu clinic which will also serve as a drill.
- 5.) The Durham Fair went very well, no major problems. The Town Green will be seeded next week.
- 6.) An RFP for Revaluation has gone out with a deadline date of October 21st.
- 7.) Consultant, Charles Golden hired to do a safety study of the area surrounding the Blue Trail Range will be in town. Several appointments are being scheduled. There will be a closed meeting with residents on October 6th. The Selectmen are welcome to meet with him.

L. Francis discussed the following new business.

- 1.) Volunteers are streaming in for an Arts Council or Commission. L. Francis will be reporting back.
- 2.) An RFP has gone out for Professional and Technical Services required to prepare a 2010 Small Cities Community Development Program Application; revolving loans for qualified home improvements.
- 3.) September Connecticut State Police Monthly Status Report; (3) major investigations; 2 burglary and 1 larceny - investigations by Troopers DiGioia, Milardo and Warren, (608) calls for service, (13) criminal investigations, (15) motor vehicle accidents; (1) with injuries, (101) motor vehicle infractions issued, (27) motor vehicle warnings issued. Motor vehicle enforcement was

conducted on Tuttle Road, Maiden Lane, Parmelee Hill Road, Route 17 near Townhouse Road, Winsome Road, Little Lane and Coe Road, and Pickett Lane.

- 4.) The town received notification from the State of a STEAP Grant in the amount of \$200,000 to repair a culvert on Pickett Lane.
- 5.) The Economic Development Commission will be holding “Discover Durham Business Expo” on November 19th at the Durham Fire House. The commission is busy seeking businesses to participate.

Selectmen’s comments

None

Public comments

Donia Viola questioned why the meeting of residents with Consultant, Charles Golden was closed. L. Francis checked with F.O.I. and learned that the meeting was fact finding and that the final report will be made public.

D. Viola questioned the STEAP Grant asking if Pickett Lane was a private road. L. Francis responded that Pickett Lane was a private road but the properties on either side of the road are town owned as is the culvert.

Adjourn

MOTION BY JAMES MCLAUGHLIN SECONDED BY LAURA FRANCIS TO ADJOURN MEETING AT 8:00 P.M. ALL AYE

Respectfully submitted,

Beth Moncata