

Board of Selectmen's Meeting
7:00 p.m., Monday, November 30, 2009
3rd Floor Meeting Room, Town Hall

Meeting Minutes

Call to order and roll call

Laura Francis called the meeting to order at 7:00 p.m. and led with the pledge of allegiance. John Szewczyk and James McLaughlin present.

Approval of the Agenda

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO APPROVE THE AGENDA AS PRESENTED. ALL AYE

Public Comments

None

Eagle Scout Proclamation; Daniel Bergstrom

MOTION BY LAURA FRANCIS SECONDED BY JOHN SZEWCZYK TO APPROVE EAGLE SCOUT PROCLAMATION. ALL AYE

Proclamation

WHEREAS, *Daniel Bergstrom*, has created a life of service to his town, his schoolmates, and within the scouting heritage, and

WHEREAS, he has earned the highest rank in Scouting by completing over 21 merit badges, and

WHEREAS, he has served as an active leader in Troop 27 for two years, and

WHEREAS, he participated in planning a service project to the community with the creation of an outdoor classroom for the parish members of Notre Dame Church, and

NOW, THEREFORE, the Board of Selectmen, of the Town of Durham, on behalf of the residents of Durham, congratulate Daniel and extend our sincere appreciation for this Project, and hereby present this proclamation to *Daniel Bergstrom* in recognition of attaining the rank of:

EAGLE SCOUT

Laura L. Francis
First Selectman

John T. Szewczyk
Selectman

James W. McLaughlin
Selectman

Dated in Durham, Connecticut, the 30th day of November 2009

Economic Development Commission resignation

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO ACCEPT WITH REGRET AND APPRECIATION THE RESIGNATION OF CARL MONTAGANO FROM THE ECONOMIC DEVELOPMENT COMMISSION. ALL AYE

Inland Wetlands and Water Courses Commission resignation

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO ACCEPT WITH REGRET AND APPRECIATION THE RESIGNATION OF JOEL LABELLA FROM THE IWWCC. ALL AYE

Approval of 2010 budget meeting schedule

L. Francis presented Selectmen with a schedule of meeting dates. The Selectmen were asked to review and approve dates at the next meeting.

2010 Board of Education meeting schedule

L. Francis presented Selectmen with two meeting dates that full board membership would attend. The Selectmen were asked to review and approve at the next meeting.

John Szewczyk excused himself from the meeting to attend another meeting in Middletown.

Discussion of legal opinion; Ivy Way road maintenance

L. Francis discussed correspondence from Attorney Vincent Marino concerning snow removal from the private road known as Ivy Way which recommended the town keep ownership of the public section of Ivy Way and maintain the public section only. The owners of the private road would be responsible for their own snow removal and maintenance for both fiscal and liability reasons. L. Francis pointed out significant issues such as liability, insurance, and the fact that there is no neighborhood association; all residents of Ivy Way would have to turn over ownership to the town resulting in a large amount of legal work. She also talked about the impact this decision would have on other similar requests by residents of other private roads.

Ivy Way resident Joy Woolley talked about the timing/coordination of plowing with the town and the contractor hired by residents to plow the private portion of road; the contractor is scheduled for 7:00 am and 4:30 pm. Kurt Bober noted normal sweeps were done, depending on the timing of storms, at 6:00 am, noon, 4:30-5:00, and additional times after up until midnight; he did note that he would work in conjunction with their contractors' schedule.

J. Woolley asked if residents of Ivy Way could contract with the town in the future for long term maintenance. K. Bober stated his department could only provide guidance and information.

Luke Backus asked if there was any precedence set for tax relief. J. McLaughlin thought that the private road would be taken into consideration in their property value. There was a general conversation surrounding the 2010 revaluation and the role of the Board of Assessment Appeals.

L. Backus brought up the issue of water that is not draining correctly at the intersection of Ivy Way and Crooked Hill and missing signage that should be corrected by the developer. L. Francis stated she would contact the Town Engineer.

Discussion of Senior Center/Community Center Committee

L. Francis talked about the disbanded Senior Center Site Committee and the recommendation of the current Senior Citizen Board to form a new committee centered on the idea of a senior center/community center. Although she feels this is a good time for planning she questioned if it would be wiser at this time to see if residents are even acceptable to forming a committee cautioning that it would be hard to support without funds. J. McLaughlin noted he felt that there was little support in the past. L. Francis asked Lainey Melvin, Chair of the Senior Board, if her committee had or would reconsider renting a facility noting she would talk to the owner of Lake Grove again. L. Melvin responded that the committee had not talked about it but she was in agreement with L. Francis about looking into the Lake Grove facility.

Sign Inventory and Management Program discussion

L. Francis talked about a federal unfunded mandate which requires all states to replace existing town signs to their specifications by the years 2010, 2016, and 2018. In preparation of the replacement L. Francis asked the public works department to inventory all town signage and input into an interactive data base management program. She then turned the discussion over to Kurt Bober.

K. Bober showed samples of the new signage pointing out the larger lettering, reflectivity, and blue coloring. He stated the town has a total of 260 stop signs and 300 street signs that need to be replaced

for an approximate cost of \$45,000; he also talked about the labor cost of \$12,800 to install the signage, and \$15,000 for damage replacements, all which he will budget for over the next three years.

L. Francis noted that the towns' first responders voiced their support of the blue black ground on the demo signs stating that the newer signs are significantly more visible than the previous style especially at night.

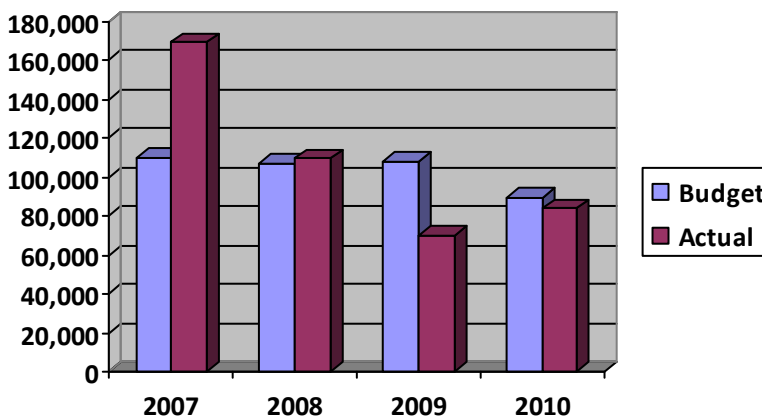
MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO SWITCH FROM THE CURRENT GREEN BACKGROUND SIGN TO THE NEW BLUE BACKGROUND AS PRESENTED IN THE SAMPLES. 2 AYE.

Fiscal Analysis-October 2009

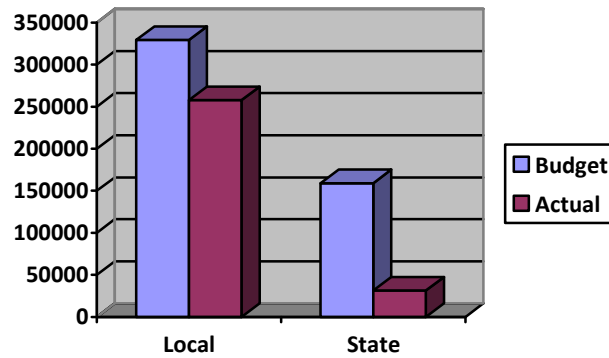
L. Francis reviewed the following fiscal analysis as prepared by Finance Director, Maryjane Malavasi. As of October 31, 2009, the 2010 budget stands as follows:

	EXPENDITURES	REVENUE
Original Budget	25,721,441	25,721,441
General Appropriations	0	-
Grant Appropriations	14,402	-
Reserve Appropriations	125,000	-
08/09 Carryovers	89,844	-
Revised Budget	25,950,687	25,721,441
Actual Year-To-Date	10,534,625	11,081,948
Balance Unspent or Uncollected	15,416,062	14,639,493
Percent Spent or Collected	40.6%	43.1%

In October, revenues continue to be closely monitored. The graph below is a comparison of budget vs. actual for the first four months of each fiscal year for the revenue budgets that we are closely monitoring: Town Clerk Receipts & Conveyance Tax, Bank Interest, and Building & Health Department Fees. As you can see from the graph, we continue to bridge the gap between anticipated and actual revenues for these particular line items.



To date, local revenues (not including taxes, reserve fund transfers or transfers from fund balance) are at 20% collected. This is up slightly from 19% at this time last year. Interest income on our investments is increasing very slowly, and continues to be below our expectations - only 8% earned year to date. The graph below is a visual representation of local and state revenue. Keep in mind that some of our revenue does not come in until the end of the fiscal year, and we are still waiting to receive State revenue that we would normally have received by this time. ECS funding has not been received yet, so it is not included in this graph.



Two transfers from reserve were approved by the Board of Finance in October and sent to town meeting in November. The first, in the amount of \$25,000, will fund repairs at the ambulance building. The other, \$19,621, is to cover the final lease payment on the public works loader.

Overall, the Town of Durham is in much better shape today than we had been at this time last fiscal year. This is due to increasing revenues as well as tighter budgeting. The State's current budget deficit is a real concern throughout Connecticut, Durham included. Reductions in State aid for this fiscal year are anticipated, and we will need to closely monitor our spending as we wait to hear how the State's budget deficit will be mitigated.

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO ACCEPT OCTOBER 2009 FISCAL ANALYSIS AS PRESENTED. 2 AYE

Approval of Board of Selectmen meeting minutes November 9, 2009

Tabled until next meeting.

Old/New business

L. Francis discussed the following old business.

1. The Discover Durham Business Expo held on November 19th was a huge success. Sold out in terms of space; over 40 vendors attended. Business after Hours was very productive. The Economic Development Commission is looking forward to holding it again next year.
2. All equipment purchased through the Connecticut JAG Grant has been received. RST Peter DiGioia is charging the batteries on the new SMART Machine and will be working in conjunction with Public Works on its placement.
3. The ARRA/Energy Efficiency and Conservation Block Grant has been submitted for lighting and insulation at the Library. Thank you to Dick McManus, Beth Moncata, and Maryjane Malavasi.
4. Most quotes have been received for repairs that will be started on the Ambulance Corp building this week and next. L. Francis stated she had a very productive meeting last week at the building discussing the next phase of repairs.

L. Francis discussed the following new business.

1. There was a break-in at DMIAAB and the paychecks were taken. It was reported immediately to the police and the bank with no money lost. The Board will be activating the security system.
2. L. Francis has been in discussions with shoreline towns to apply for an ARRA/Bonus Pool Energy Conservation Grant to fund a Regional Energy Manager position. The State of CT requires a resolution stating that one town in the pool be designated as the lead municipality which will be the Town of Madison.

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN, RESOLVED THAT THE TOWN OF DURHAM DESIGNATES THE TOWN OF MADISON AS THE LEAD MUNICIPALITY ON AN APPLICATION FOR FUNDING UNDER THE SUPPLEMENTAL REGIONAL BONUS POOL, A PROGRAM OF THE AMERICAN RECOVERY AND REINVESTMENT ACT, ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT. FURTHER RESOLVED, THAT LAURA L. FRANCIS, AS FIRST SELECTMAN OF THE TOWN OF DURHAM, IS AUTHORIZED AND DIRECTED TO EXECUTE AND DELIVER ALL DOCUMENTS NECESSARY FOR THE APPLICATION ON BEHALF OF THE TOWN OF DURHAM TO THE TOWN OF MADISON.
2 AYE

3. L. Francis was elected Vice Chairman of the Regional Emergency Planning Team (REPT) for Region 2 DEMHS. She is proud to serve in this capacity.
4. The Middlesex County Chamber of Commerce is looking for nominations for their Distinguished Citizen Award. L. Francis asked the Selectmen for nominations.
5. CRP/AED training was held for town hall, public works, and library staff. AED units will be placed in the town hall, library and a portable for the recreation department. An additional unit will be ordered in the future for the public works department.
6. Fire Marshall Bill Witecki requested permission to accept a grant for the purpose of purchasing a digital camera.

MOTION BY LAURA FRANCIS SECONDED BY JAMES MCLAUGHLIN TO ACCEPT A GRANT IN THE AMOUNT OF \$449.95 FROM THE CONNECTICUT FAIR PLAN (ANTI-ARSON COMMITTEE) FOR THE PURPOSE OF PURCHASING A DIGITAL CAMERA RELATING TO THE PREVENTION, INVESTIGATION OR PROSECUTION OF ARSON FIRES. 2 AYE

Selectmen's Comments

None

Public Comments

None

Adjourn

MOTION BY JAMES MCLAUGHLIN SECONDED BY LAURA FRANCIS TO ADJOURN MEETING AT 8:30 P.M. ALL AYE

Respectfully submitted,
Beth Moncata