



# TOWN OF BROOKLYN

P.O. Box 356 - Route 6 and 169  
BROOKLYN, CONNECTICUT 06234

OFFICE OF SELECTMEN  
860-779-3411 Option 2

TOWN CLERK  
(860) 779-3411 Option 4

TAX COLLECTOR  
(860) 779-3411 Option 5

ASSESSOR  
(860) 779-3411 Option 6

Board of Selectmen  
Special Meeting Minutes  
Thursday, January 19, 2017  
6:30pm Clifford B. Green Memorial Center

**Present:** Rick Ives, Bob Kelleher, Joe Voccio, and Melissa Bradley; Recording Secretary

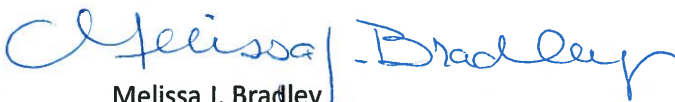
**Also Present:** Ken Dykstra, Aaron Kerouack, David Fuss, WINY radio and Fran from the Bulletin

RECEIVED  
TOWN CLERK'S OFFICE  
2017 JAN 24 AM 10:08  
RECORDED VOL. PAGE  
Sienna Q. Macdonald  
TOWN CLERK, BROOKLYN, CT

1. **Call to Order:** Mr. Ives called the meeting to order at 6:30pm.
2. **Approve Previous Minutes:** Bob Kelleher made a motion to approve the previous minutes of 12/29/2016 as presented. Joe Voccio seconded the motion. Motion passed 3-0.
3. **Public Comment:** Aaron Kerouack questions if there are any procedural trainings for board and commission members? Mr. Ives has not been able to find one, but believes CCM may have a course for new members, however it is not available at this time. Mr. Ives has not found a Roberts Rules course at all. Mr. Kerouack also suggests having another meeting of all board and commissions to keep communications open between everyone.
4. **Appointments/Resignations**
  - Conservation – Joe Voccio made a motion to reappoint Diane Wimmer and Jeannine Noel as regular members to Conservation with terms expiring 02/12/2020. Bob Kelleher seconded the motion. Mr. Ives states both members put a lot of effort into the commission and is pleased to have them serve again. Motion passed 3-0.
  - Board of Fire Commissioners – Bob Kelleher made a motion to appoint Lucien Brodeur from the recommendation submitted by Mortlake, as the Mortlake representative with a term expiring 12/02/2017. Joe Voccio seconded the motion. Motion passed 3-0.
  - Inland/Wetlands – Bob Kelleher made a motion to accept Real Gallant's resignation from Inland/ Wetlands, with regret. Joe Voccio seconded the motion. Mr. Ives states it is with regret, and many thanks for the years he dedicated. Motion passed 3-0.
5. **2016-17 Budget Discussion:** Mr. Ives clarifies the \$2,700 questioned in the Board of Finance budget at their meeting was payment to Field Services and the other amount was payment to the auditor. Mr. Voccio states Sherry Holmes participation at the Board of Finance meetings is very much appreciated and believes her involvement at the budget workshops will be very helpful.

6. **MS4 Project Discussion:** J&D Engineering provided a scope of work for the April deadline. Mr. Ives spoke with Syl Pauly from NECCOG and he can do this work. He is already paid by the Town as the engineer and Mr. Ives would like to utilize him. The Selectmen agree. Legal notices will need to be done by an attorney.
7. **LOCIP Discussion:** An application for computers in the amount of \$36,000 was submitted to LOCIP. The project was approved and the Town should still receive the money. Several people have reported different outcomes from the State, Mr. Ives will call to verify the status.
8. **Discussion on School Roof Building Committee and Resolutions:** The Board of Education will finalize a plan at their February meeting to replace one, possibly two roofs at the school. A building committee will need to be established then, and the project will need to go to the Town for funding.
9. **Discussion on Ethics Ordinance:** Mr. Ives states the ordinance was previously voted on to pass to town meeting. Mr. Kelleher states he is still against the ordinance and feels it is irresponsible for the board to send a document with so many flaws to town meeting. Mr. Ives states there have been numerous discussions between this board and the ethics board and no compromise was found. Mr. Kelleher would like this board to rewrite the ordinance but Mr. Ives feels that would be a conflict of interest. Mr. Ives states the other option is to keep the current ordinance and do nothing. A decision is not agreed upon, Mr. Ives tables this item for one more meeting.
10. **Set Budget Workshop Schedule:** A budget workshop will be held on January 28<sup>th</sup>, February 4<sup>th</sup> and February 11<sup>th</sup>.
11. **Single Family Dwellings:** No discussion
12. **Calls for Service:** No discussion
13. **Approve Bills:** No bills to approve
14. **Public Comment:** Mr. Kerouack feels the Ethics commission has the right intent in the revision of the ordinance but their point is not coming across correctly. It may be as simple as having a third party involved to rewrite the ordinance.
15. **Adjourn:** Bob Kelleher made a motion to adjourn the meeting. Joe Voccio seconded the motion. Meeting adjourned at 7:40pm.

Respectfully Submitted;



Melissa J. Bradley  
Recording Secretary

# MORTLAKE FIRE COMPANY

January 10, 2017

Selectmen's Office  
Town of Brooklyn  
P.O. Box 410  
Brooklyn, Connecticut

Dear Mr. Rick Ives;

Per your request that Mortlake submit 3 names of individuals interested in being members of the Board of Fire Commissioners, the Mortlake Fire Company Board of Directors would like to submit the following individuals:

- |                      |   |
|----------------------|---|
| 1. Lucien A. Brodeur | Chairman of the Board of Directors          |
| 2. Leo Berube        | Deputy Chief, Mortlake Fire Company         |
| 3. Mathew Kivela     | Veteran member of the Mortlake Fire Company |

The Board of Director's would like to endorse Lucien A. Brodeur to be nominated as the department representative to the Board of Fire Commissioners effective at the next Board of Selectmen's meeting to fill the vacancy of Steve Breen.

Steve Breen was not nominated for this term because he was elected Chief of the Mortlake Fire Company effective January 9, 2017.

Sincerely;



Kimberly Duerr  
Executive Secretary  
Mortlake Fire Company

Real Gallant  
475 Pomfret Road  
Brooklyn, CT 06234

January 10, 2017

Selectman Ives  
Selectman  
Brooklyn Inlands Wetlands commission  
Brooklyn, CT

Dear Selectman Ives:

It is with regret that I tender my resignation from the Brooklyn Inlands Wetlands commission, effective 6pm Tuesday January 10, 2017.

I am grateful for having had the opportunity to serve on the board of this fine organization for the last 17 years, and I offer my best wishes for its continued success.

Sincerely,

A handwritten signature in dark ink, appearing to be 'Real Gallant', with a stylized, flowing script.

Real Gallant  
Chairman

RECEIVED  
TOWN CLERK'S OFFICE  
2017 JAN 10 AM 10:14  
SELECTMAN Ives  
Brooklyn, CT  
TOWN CLERK, BROOKLYN, CT



STATE OF CONNECTICUT  
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION  
Troop D, Danielson

January 5, 2017

First Selectman Richard Ives  
P. O. Box 356  
Brooklyn, Ct 06234

Dear First Selectman Ives:

This correspondence is to keep you apprised of the monthly police services occurring within the Town of Brooklyn. It is my sincere hope that this report will assist you in better understanding our role in your community.

During the month of December 2016 Troop D Troopers responded to 348 Calls for Service in the Town of Brooklyn. Of these Calls for Service the most notable are:

Accidents:	<u>7</u>
Criminal Invest:	<u>17</u>
Burglaries:	<u>1</u>
Larcenies:	<u>7</u>
Non Reportable Matters:	<u>316</u>

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

DUI'S:	<u>3</u>
Traffic Citations:	<u>74</u>
Written Warnings:	<u>47</u>

Very truly yours,

A handwritten signature in black ink, appearing to read "John Ceruti", with a date "1/5/17" written to the right.

Lieutenant John Ceruti  
Commanding Officer  
Troop D, Danielson

55 Westcott Road  
Danielson, CT 06239  
Phone: (860) 779-4900/Fax: (860) 779-4918  
An Affirmative Action/Equal Opportunity Employer

# SINGLE FAMILY DWELLINGS

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
January	0	3	4	3	1	5	2	4	2	0	3
February	0	1	3	1	3	0	4	0	4*	2*	0
March	1	4	2	2	4	7	3	1	3	0	4
April	4	3	5	3	5	7	11*	0	2	3*	2
May	1	6	8	1	5	5	17*	11*	0	1	0
June	5	2	4	1	7	12	9	1	6*	1	2
July	6	6	7	8	5	9	3	4	1	3	2
August	1	5	3	3	5	6	2	6	1	4	1
September	3	4	5	4	1	1	3	3	3*	2	3*
October	1	5	8	3	6	5	4	4	3*	1	0
November	2	2	2	8	6	2	2	2	1	1	2
December	2	4	4	6	3	4	9*	2	1	1	3
Totals:	26	45	55	43	51	63	69	38	27	19	22

April 2006\* 11=3 buildings consisting of 2 condos each (6) 5 new single family dwellings  
 May 2006 \*17=6 buildings consisting of 2 condos each (12) 5 new single family dwellings  
 December 2006 \*9=2 buildings consisting of 4 condos/townhouses each (8) 1 new single family dwelling  
 May 2007 \*11=3 New Single Family Dwellings; 2 Elderly Housing Buildings with 4 units each (8 units in total)  
 February 2008\*4=2 buildings consisting of 2 Apartments/Condos each (2 units each building)  
 June 2008 \*6=1 Duplex/Apartment (2 Units); 4 New Single Family Dwellings  
 September 2008 \* 3=1 Duplex (2 Units); 1 New Single Family Dwelling  
 October 2008 \*3=1 Duplex (2 Units); 1 New Single Family Dwelling  
 February 2009 \*2=1 Two Family Dwelling  
 April 2009 \*3=1Duplex (2 Units); 1 New Single Family Dwelling  
 August 2010 \*3=1Duplex (2 units); 1 New Single Family Dwelling

# **SINGLE FAMILY DWELLINGS PAGE 2**

	2011	2012	2013	2014	2015	2016	2017
January	0	2	0	1	0	0	
February	1	3	0	0	1	1	
March	4*	6*	*3	1	0	2	
April	4	1	0	1	0	1	
May	0	0	2	*7	2	0	
June	5	1	*2	0	1	1	
July	1	0	1	1	1	2	
August	5*	2	0	0	0	0	
September	0	6	2	2	2	1	
October	1	3*	*2	1	0	2	
November	1	1	1	0	0	0	
December	0	2	1	0	1	0	
Totals	22	26	14	14	8	10	

March 2011 4 SFD buildings consisting of 2 Condo units; 2 Single Family Dwellings  
August 2011 5 SFD buildings consisting of 2 Condo units; 3 Single Family Dwellings  
March 2012 6 SFD buildings consisting of 2 Condo Units; 2 Duplex; 2 Single Family Dwellings  
October 2012 3 SFD buildings consisting of 2 Condo Units; 1 Single Family Dwelling  
March 2013 SFD buildings consisting of 2 Condo Units; 1 Single Family Dwelling  
June 2013 SFD buildings consisting of 2 Condo Units  
October 2013 SFD buildings consisting of 2 Condo Units  
May 2014 SFD buildings consisting of 1 Single Family Dwelling and 3 Condo Units

## Brooklyn Code of Ethics

Final Draft

Respectfully Submitted 3/7/2016

### A. Policy

The proper operation of the municipal government of the Town of Brooklyn requires that all public officials and municipal employees, whether elected or appointed, paid or unpaid, shall be impartial and responsive to the public interest; that public office and employment should not be used for personal gain or advantage; and that the public have confidence in the integrity of municipal government. Public officials and municipal employees should not place themselves in positions where their private interests conflict with their public duty. The administration of legislative or quasi-judicial power demands the highest public confidence. Anything which tends to weaken such confidence tends to undermine the sense of security of individual rights which the citizen is entitled to feel and therefore is against public policy.

### B. Interpretation of Policy – Board of Ethics.

The Board of Ethics was established by Ordinance adopted as Ordinance Number 91-1 Sec.2. and codified as Sec. 2-40. The following amendment to said ordinance is intended to clarify and expand it, and republish it as modified.

a.) The Board of Ethics shall consist of five (5) members, no more than two (2) of whom may be registered to the same political party. Members shall be appointed by majority vote of the Board of Selectmen. All members shall be electors of the Town of Brooklyn. No member of the Board of Selectmen may serve on the Board of Ethics, and no member of the Board of Ethics may serve as an officer of any political party or political committee, however membership on a political committee shall not be a bar to service on the Board of Ethics.

b.) The term of office of each member shall be three (3) years, arranged so that not more than two terms shall expire within any twelve month period. Members in office as of the effective date of this amendment may continue in office for the duration of their terms. Vacancies shall be filled by the Board of Selectmen for the unexpired portion of the term in which the vacancy occurs.



c.) The Board shall elect a chairperson and a vice-chairperson from among their members, and adopt such rules of procedure as may conform to state law and to the provisions of this ordinance.

d.) Powers and duties.

The Board shall render advisory opinions concerning the applicability of this Ordinance to a particular circumstance upon written request. All such opinions shall be public records, but personal information may be redacted prior to being made public.

The Board may receive complaints of alleged violations of this Ordinance and process any such complaints in conformity with the rules of procedure the Board then has in effect, to include that testimony be under oath, require the attendance of witnesses by subpoena, and close its proceedings to the public.

If the Board determines that a violation has occurred, it shall file a memorandum of its decision, and shall make a recommendation as to what action should be taken by the party having disciplinary authority over the violator.

Recommendations may include reprimand, public censure, termination or suspension of employment, termination or suspension of appointive office.

In cases where the alleged violation may also constitute a violation of criminal law, the Board shall make a referral to the State prosecutor forthwith, and suspend further action until allowed by the prosecutorial authority.

### C. Definitions

“Business” means any activity involving a transfer of value for goods or services.

“Business Days” are those days the Town Hall offices are available to the public.

"Commission" as used in this ordinance, means the Town of Brooklyn Board of Ethics. Other Town Boards and commissions will be specifically identified by their proper names or referenced by their function.

"Confidential Information" means information concerning prospective actions by the officers, Boards, and/or Commissions of the Town of Brooklyn, which have not been made public by the officer, board or commission proposing such action.

"Conflict of Interest" means an interest which is in substantial conflict with a public official's or Town employee's proper discharge of his or her duties.

Such person has a conflict of interest if he or she has reason to believe there will be a direct monetary gain or loss to the public official or Town employee, or to any relative or business associate of such person, resulting from an official act of such person on behalf of the Town.

A public official or Town employee with a conflict of interest or potential conflict of interest has an obligation to disclose such conflict or potential conflict so that the Town will have a permanent record of such disclosure, and abstain from participating in the discussion and/or vote on the matter raising such conflict.

In case of a person serving in an elective office, the disclosure shall be filed with the governing board of the municipality. In all other cases, the disclosure shall be filed with the person's supervisor or, if the person does not have a supervisor, the disclosure shall be filed with the municipal officer, employee or board having the power to appoint to the person's position. In addition, in the case of a person serving on a municipal board, a copy of the disclosure shall be filed with the board. Any disclosure made to a board shall be made publicly at a meeting of the board and must be included in the minutes of the meeting.

"Recusal" means no municipal officer or employee may participate in any decision or take any official action with respect to any matter requiring the exercise of discretion, including discussion the matter and voting on it, when he or she knows or has reason to know that the action could confer a direct or indirect financial or material benefit on himself or herself, a relative, or any private organization in which he or she is deemed to have an interest.

"Interest" means any business transaction in excess of \$100.00 (One Hundred Dollars) between the Town and any other person.

"Gift" means a transfer of goods, services or money to any Town officer or employee without a reciprocal transfer by such person of equivalent value.

The following gifts are specifically allowed:

- a. Transfers from immediate family members.
- b. Transfers, including meals and admission fees, valued at \$25.00 (Twenty five Dollars) or less on any one occasion, provided that the total for any twelve month period does not exceed \$100.00 (One Hundred Dollars).
- c. Transfers of goods, services or money for the immediate benefit of the Town, with the recipient official or employee acting merely as a conduit, and with full and immediate disclosure by the recipient of the fact of the transfer.
- d. A certificate, Plaque, honorary degree or other ceremonial award made during a public event.

"Individual" means a natural person.

"Person" means, in addition to an individual, corporations, companies and groups of individuals having associated themselves for a common purpose.

"Personal interest" means an interest in which an action by the Town results in a benefit or detriment to a person.

"Probable cause" for the purpose of considering a complaint made to the Commission, shall require a finding that facts alleged, if true, would persuade an impartial person of ordinary intelligence and experience that a violation of this ordinance has occurred.

"Public Employee" means a person receiving payment from the Town for services.

"Public Official" means an elected or appointed individual having discretionary and/or supervisory powers over Town business, including candidates for Town elective offices.

“Relative” means the spouse, parent, grandparent, child, grand-child, sibling, step-parent, and step-child of an individual, and their respective spouses.

#### D. Prohibited Acts

Public Officials and Public Employees are prohibited from the following:

1) Engaging in any business transaction with the Town without prior public notice or advertisement soliciting bids for the goods or services involved in such transaction.

This provision shall also apply to former Public Employees and former Public Officials for the twelve months following termination of office and/or employment.

2) Soliciting or accepting any gift, other than those specifically allowed in this section.

3) Participating in a transaction defined as a Conflict of Interest in this section.

4) Representing and advocating for any person before any Town board, agency or commission without disclosing to that Town board, agency or commission the fact of compensation for such representation.

5) Representing and advocating for any person in opposition to the Town before any court or administrative hearing for monetary gain.

6) Disclosing Confidential Information as defined in this Ordinance.

7) a. Hiring any relative, or influencing any other Public Official or Public Employee to hire any relative of a Public Official or Public Employee unless the position has been advertised as available to members of the public, and the decision to hire an individual applicant is not influenced or made by the official or employee related to such applicant.

b. Arbitrarily setting the rate of pay of any relative, or influencing any other Public Official or Public Employee to set the rate of pay of any relative who is a Public Officer or Public Employee.

8) Using or permitting the use of Town funds, equipment, vehicles or other property for personal convenience or profit, except in the same circumstances and to the same extent that such are available to the public, generally.

9) Failing to disclose having a conflict of interest, or having intention to engage in conduct likely to result in a conflict of interest.

#### E. Limitation

No complaint may be accepted by the Board unless the action complained of took place within five years prior to the date the complaint was filed with the Board.

#### F. Effective Date

This Ordinance shall take effect 15 days after publication, as required by State law.

The selectmen shall cause a copy of this Code of Ethics to be distributed to every Public Employee and Public Official within 60 days after its effective date. Each Public Official and Public Employee shall be furnished a copy before entering the duties of his or her office or position of employment, and sign a receipt for such copy. The receipts shall be retained on file in the records of the Town.

References:

State Laws Governing Ethics

State Code of Ethics (Conn. Gen Stat. § 1-79, et seq.)

Statutory Agency Code of Ethics (e.g., Conn. Gen. Stat. Section's 7-148t, 8-11 and 8-21

<https://www.osc.state.ny.us/localgov> (model code of Ethics for Local Governments)

## Removal of Appointed Members

Upon recommendation by the Board of Ethics, a member can be removed from his/her Board or Commission if a vote is taken by the current members and a majority votes in favor of removal—subject to Connecticut General Statutes.