**Board of Selectmen**

**Regular Meeting Agenda**

**Thursday August 8, 2013**

**6:30pm Clifford B. Green Memorial Center**

**Present:** Austin Tanner, Bob Kelleher, Drew Dionne and Melissa Bradley; Recording Secretary

**Also Present:** WINY Radio and The Bulletin

1. **Call To Order:** Mr. Tanner called the meeting to order at 6:30pm.
2. **Approve Previous Minutes:** Drew Dionne made a motion to accept the minutes of 7/25/13 and 7/31/2013 as presented. Bob Kelleher seconded the motion. Motion passed 3-0.
3. **Public Comment:** None
4. **Discussion on Town Policy Manual:** Mr. Tanner would to revisit the employee manual for non-union employees. He sent a copy of Lyme’s to Kevin Roy and will discuss at a later meeting.
5. **Discussion on Community Center Rental:** Carelot is interested in renting the entire downstairs at the Community Center for $8 a square foot with a one year lease and option to renew for five years. They will also do the renovations needed in return for a couple months free rent. They would need about two months to complete the renovations. This would have to go to Town Meeting with the new ordinance that was just passed. Mr. Dionne suggests holding a public hearing prior to the lease being drawn up to hear the resident’s opinions or concerns. Mr. Dionne also feels this should hold off until the outcome of the Probate Lease because that is space that may be needed to house Town Offices.The Selectmen agree to wait to move forward.
6. **Discussion on New Ice Grant Deadline:** There are another round of ICE grants available with a deadline of November 1, 2013. Mr. Tanner suggests the possibility of the building/zoning software we are currently looking at purchasing. Mr. Dionne suggests asking Kevin Filchak if there is anything with Emergency Management that is needed.
7. **Discussion on Petition regarding Background Checks:** A petition was received requiring Recreation Department Employees be subject to a background check. Mr. Lohbusch agreed with this and looked into a couple Town’s that currently practice this. Mr. Tanner will get the information together and discuss it with the labor attorney.
8. **Discussion on Town Attorney:** Approximately a year ago, the Selectmen discussed the performance of the Town Attorney and after a discussion with Attorney Brouillard, the Selectmen decided to keep his services and revisit this in a year. Mr. Tanner states he is still not satisfied with Attorney Brouillard and had a meeting with David Hubert and was impressed with him. The Selectmen agree to send out a request for Town Attorney services. Mr. Kelleher will advertise in the Windham County BAR Association with a deadline of August 26, 2013.
9. **Discussion on Plainfield Shelter:** Kevin Filchak is discussing the idea of sharing the Plainfield shelter with Plainfield, Canterbury, Plainfield and Sterling. Mr. Tanner think’s this is a good idea for smaller storms instead of opening up our facility for a few people. He will keep the Selectmen updated.
10. **Other Business**
* Drew Dionne made a motion to approve Austin Tanner, First Selectman be authorized to sign the agreement entitled “Master Municipal Agreement for Construction Projects.” Bob Kelleher seconded the motion. Motion passed 3-0.
* Mr. Tanner states there were three issues that needed to be clarified with the Function Study; first was exempt vs. nonexempt employees. There still seems to be confusion and Mr. Tanner feels it would be best to have a conference call with Kevin Roy; second was the difference in figures between OPM and Marien. Mr. Kelleher has an email regarding this, but would like to discuss it in executive session because of the pending litigation; and third was the suggestion of a Town Manager, not a Finance Director. Mr. Kelleher will follow up with CCM regarding this. The Selectmen will also hold a special meeting with the Board of Finance, Planning & Zoning, Wetlands, Recreation, the Town Clerk and Board of Education to discuss the study. A date will be set at the next meeting.
* Drew Dionne made a motion to set a Town Meeting on August 20, 2013 at 7pm at the Brooklyn Middle School to vote upon the Probate lease. Bob Kelleher seconded the motion. Motion passed 3-0.
* The Selectmen previously requested a letter be sent to the Recreation Department and Board of Finance regarding the verification process of bills, Mr. Tanner states he has reservations of this. Mr. Tanner suggests asking for an activity report to match with the bills. Mr. Kelleher would like some sort of verification from the Board of Finance since they are the board that approves the Recreation budget. Mr. Tanner will request the report.
* Mr. Tanner is still awaiting a response from Attorney Brouillard regarding the town property ordinance. Mr. Tanner will question this at Tuesday’s meeting with Attorney Brouillard.
* Mr. Tanner will discuss with Mr. Rukstela which roads need improvement using LOCIP funds.
* Mr. Dionne questions if any progress has been made with continuing the sidewalks to Wal Mart. Mr. Tanner states he is still inquiring, but is at a standstill. It would cost the Town approximately $80,000 to continue the sidewalk. The question still remains why the Town clears snow from these sidewalks when there is an ordinance in Town that states it is up to the property owner. Mr. Tanner states this was started when Mr. Engle was in office and has been done ever since. If the Town began conforming to the ordinance, the residents would have to be notified prior to the winter season. Mr. Dionne does not feel this is the Town’s responsibility. Mr. Tanner will follow up with a public hearing to hear the opinions of the residents.
1. **Approve Bills:** Drew Dionne made a motion to approve the bills as presented. Bob Kelleher seconded the motion. Mr. Kelleher requests to see back up paperwork on the Rossi bill. Motion passed 3-0. Mr. Kelleher would also like to see a report from the revenue collector’s office showing the progress of matters turned over to the Attorney for collection.
2. **Executive Session:** Mr. Dionne made a motion to go into executive session at 7:40pm to discuss pending litigation. Bob Kelleher seconded the motion. Motion passed 3-0. Executive session ended at 8:35pm.
3. **Adjourn:** Drew Dionne made a motion to adjourn the meeting at 8:35pm. Bob Kelleher seconded the motion. Motion passed 3-0.

Respectfully Submitted;

Melissa J. Bradley

Secretary