**Board of Selectmen**

**Regular Meeting Minutes**

**Thursday May 30, 2013**

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

**Present:** Austin Tanner, Bob Kelleher and Drew Dionne

**Also Present:** Tom Rukstela, John Filchak

1. **Call to Order:** Mr. Tanner called the meeting to order at 6:31pm.
2. **Approve Previous Meeting Minutes:** Drew Dionne made a motion to approve the meeting minutes from4/25/13, 4/30/13, 5/7/13, 5/28/13 for discussion. Austin Tanner seconded the motion. Mr. Kelleher would like to clarify that on the 4/30/13 meeting, the Selectmen met for ten to fifteen minutes prior to inviting the Tax Collector into executive session. Mr. Dionne notes he was not present at that meeting. Drew Dionne made a motion to amend his previous motion to approve the meeting minutes from 4/25/13 and 5/7/13. Austin Tanner seconded the motion. Motion passed 3-0. Austin Tanner made a motion approve the meeting minutes from 4/30/13 and 5/28/13. Bob Kelleher seconds the motion with the changes he previously stated. Motion passed 2-1. Drew Dionne abstained.
3. **Public Participation:** Mr. Rukstela requests executive session for a personnel issue.

Mr. Kelleher made a motion to add executive session to the agenda to discuss a personnel issue with the highway roadman, who is present. Mr. Dionne seconded the motion. Motion passed 3-0. Mr. Kelleher made a motion to add the probate lease to the agenda. Mr. Dionne seconded the motion. Motion passed 3-0. Mr. Tanner made a motion to move item #8 up to item #4. Mr. Kelleher seconded the motion. Motion passed 3-0.

1. **Discussion on Town Building Usage:** Mr. Filchak met with WB Mason to prepare a plan for the upstairs at the Town Hall to improve the space to allow room for more offices. Discussion held on the Assessor being upstairs with the older clientele and the amount of traffic Recreation gets daily. Mr. Dionne also points out registration times, a parent with two children can spend approximately 20 minutes in the office filling out forms. Mr. Tanner suggests having the Fire Marshal share the office with the Registrars. Mr. Kelleher feels the Town Hall is going to outgrow itself in the next seven to eight years and is concerned making huge renovations at this point. Mr. Tanner states there are three factors that they are not certain of and that is the ADA compliance, if the Registrars can share an office with the Fire Marshal and the amount of traffic the Recreation Department brings in. The Probate court is looking to move quickly, they are waiting on the lease. Mr. Tanner states a decision cannot be made tonight, Mr. Filchak should have the plans tomorrow and will forward to the Selectmen. Mr. Tanner also states the phone system is at its capacity and in order to add more people, a new system will be necessary.
2. **Discussion on State Police Dispatch Consolidation:** DESPP plans on consolidating dispatch operations at Troops D, E and K and merge them into Troop C. This will affect telephone services, police and emergency dispatch functions, troop staffing and general services. Mr. Kelleher is concerned with the transportation of a prisoner to Tolland, this will take three hours out of the Troopers shift. Mr. Tanner will draft a letter of concern to the DESPP.
3. **Discussion on Van Exemption:** Mr. Tanner spoke with Glastonbury who has this in effect and they suggested a very detailed plan exclusively for handicap vans. Mr. Kelleher suggests asking Attorney Brouillard to draft this.
4. **Discussion on Neighborhood Assistance Tax Credit:** This allows businesses to donate money to be used by people to upgrade housing. There is no cost to the Town and a public meeting would have to be held.
5. **Discussion on Possible Hearing Date:** There are several items for a Town Hearing, Mr. Tanner will gather these and bring them back to the Selectmen.
6. **Discussion on Budget:** The Board of Finance met on Tuesday and the mill rate was lowered to .04 increase.
7. **Update on Baribeau vs the Town of Brooklyn:** Mediation began last week. Mr. Tanner states he agreed to have the Town take care of the issue pending he approves the plan. Syl Pauley from NECCOG will design the plan. Mr. Tanner feels if the Town brings out a half of dozen bucket loads of dirt, this will take care of his issue in the back.
8. **Memorial Day Review:** Mr. Dionne suggests getting a parade line up out to groups who continually participate and reserving a place in the grand stands for them. Mr. Tanner suggests a start time of a half hour later. Mr. Kelleher suggests doing away with the donuts, unless Mortlake would like to pay for them. Mr. Tanner feels if the start time is moved later, when the parade returns, it will be closer to time to eat so the donuts would not be necessary. One person to organize the parade, line up and ceremony would be helpful.
9. **Liaison Updates:** None
10. **Other Business**

* Brooklyn School graduation is June 20th and the Town always gives a presentation but Mr. Tanner has a conflict with his daughter graduating as well. Mr. Dionne will make the presentation.
* Mr. Tanner clarifies the sewer fee for the school. It did not double like Dr. Berry thought, it increased by 7%.
* Mr. Kelleher received bids for the copiers in the Town offices and the current vendor is getting a pretty good deal.

1. **Probate Lease:** Mr. Kelleher states his understanding was that the Town was furnishings lights, water, heat and air conditioning but not janitorial services. The Selectmen agree. Mr. Tanner just received the comments from the Court’s attorney. Mr. Kelleher suggests an escape clause in the lease. Mr. Tanner suggests giving them to Attorney Brouillard to look over. Mr. Kelleher would like to look the lease over further and will email his comments to the Selectmen and John Filchak over the weekend.
2. **Approve Bills:** Drew Dionne made a motion to approve the bills as presented. Bob Kelleher seconded the motion. Motion passed 3-0.
3. **Executive Session:** Bob Kelleher made a motion to go into executive session at 8:26pm to discuss a personnel matter with the Director of Highway who is present. Drew Dionne seconded the motion. Motion passed 3-0. Executive session ended at 8:50pm.
4. **Adjourn:** Drew Dionne made a motion to adjourn the meeting at 8:50pm. Bob Kelleher seconded the motion. Motion passed 3-0.

Respectfully Submitted;

Melissa J. Bradley

Secretary