**Board of Selectmen**

**Special Meeting Minutes**

**Monday December 2, 2013**

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

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

**Also Present:** David Fuss

1. **Call to Order:** Mr. Ives called the meeting to order at 6:30pm.
2. **Approve Previous Minutes:** Joe Voccio made a motion to approve the meeting minutes from November 14, 2013 as presented. Bob Kelleher seconded the motion. Motion passed 3-0.
3. **Public Comment:** None
4. **Appointments**
* Planning & Zoning: Joe Voccio made a motion to reappoint Carlene Kelleher and Craig Dunlop to Planning and Zoning Commission with a term expiring 01/01/2018. Rick Ives seconded the motion. Motion passed – Kelleher recused himself.
* Bob Kelleher made a motion to accept with regret the resignation from Donald Francis, who has been the long time tree warden and Joe Cooper from Ethics. Joe Voccio seconded the motion. New laws now require local tree wardens must be a licensed arborist or complete a class, which has not been created yet. Mr. Ives will get a list of licensed arborists. Motion passed 3-0.
* Skye Johnson and Migdalia Belliveau have not attended a homeland security commission meeting in some time and they have not responded to correspondence sent to them. Mr. Ives would like to fill those positions. Mr. Kelleher suggests checking the ordinance to be sure the Selectman can remove members from that board.
1. **STEAP Grant:** Bob Kelleher made a motion to approve the STEAP grant resolution authorizing the First Selectman to sign the attached agreement. Joe Voccio seconded the motion. Mr. Ives explains it is an agreement between the Town and State for the improvements done on Allen Hill Road South Street and also drainage work on Fortin Drive. The work has been completed and now we need the reimbursement from the State. Motion passed 3-0.
2. **Award of Salt Shed RFP:** Bazinet LLC was awarded the salt shed bid. Mr. Ives is waiting for a contract and would like to begin work as soon as possible. The question is raised whether the signing of the contract has to go to a Town meeting with the new ordinance. This project was previously approved in the capital budget.
3. **Approve H&H Pension Recommendation:** Bob Kelleher made a motion to approve Art Meizner’s recommendation in the pension portfolio. Joe Voccio seconded the motion. Complete approval attached. Motion passed 3-0.
4. **Discussion on Davis Property Timber Harvest:** Mr. Ives will be meeting with Billy Carver next week to discuss this issue.
5. **Discussion on Sidewalks:** Syl Pauley is working on sidewalks on Route 6 to Wal Mart. Currently the Town plows sidewalks and we have an ordinance that states the homeowner is responsible for clearing them. Mr. Ives would like to discuss this at the next meeting.
6. **Discussion on Stair Glide for Town Hall:** Mr. Ives is concerned that the upstairs at the Town Hall is not handicap accessible. Previous administration looked into an elevator but the age of building and costs were not feasible. Mr. Ives asks for suggestions at the next meeting, possibly a stair glide could be the answer.
7. **Discussion on Town Meeting:** Bob Kelleher made a motion to adopt the resolution to call a special town meeting. Joe Voccio seconded the motion. A Town Meeting will be held on December 17 at 7pm in the Clifford B. Green Memorial Center conference room to approve the appropriation of $1,489,000 for upgrades and improvements to the sewer system. The Board of Finance has already approved it as well. Motion passed 3-0.
8. **Discussion on Town Newsletter:** Mr. Ives will be working with Mr. Kelleher to produce the next newsletter.
9. **Discussion on Town Website:** Mr. Ives will be meeting with three companies to discuss a redesign on the website.
10. **Discussion on Meetings Televised:** Mr. Ives would like to look further into streaming meetings on our website. It may be something we can incorporate with the new site.
11. **Discussion on Salary Study and Job Descriptions:** Mr. Ives is looking into companies and will report back at the next meeting.
12. **Approve Bills:** Bob Kelleher made a motion to approve bills as presented. Rick Ives seconded the motion. Motion passed 3-0.
13. **Public Comment:** Mr. Ives will include the finance director on the next meeting agenda. Mr. Kelleher also states the Treasurer position will have to be discussed. The boards and commission forum is this Saturday at 9am in the Clifford B. Green Memorial Center conference room.
14. **Adjourn:** Bob Kelleher made a motion to adjourn the meeting at 7:40pm. Joe Voccio seconded the motion. Motion passed 3-0.

Respectfully Submitted;

Melissa J. Bradley

Secretary