

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN

Monday, July 11, 2022 at 7:00 p.m. Town Office Building

In attendance: N. Gorski, L. Annino, Jr., J. Young

Visitors: R. Regolo, E. Pleines, R. Pleines, E. Nunes, J. Mancini, E. Blewett, R. Lemley (VSECI), R. Rimmer

1. The meeting was called to order at 7:01 p.m.
2. The Pledge of Allegiance was recited.
3. Public comment: none
4. Approval of minutes
Gorski moved to approve the minutes of the Regular Meeting of the Board of Selectmen held on June 27, 2022, amended as follows:
Page 1, last line: change "suggested" to "directed"
Page 4, second to last line: motion was seconded by Annino, not Gorski
The motion, seconded by Annino, passed [3-0-0]
5. Refunds and abatements
Gorski moved to approve the following refund, and allow it to follow its normal course:
Liberty Bank on behalf of Main Street Cookery, PO Box 2700, \$270.00 Overpaid
The motion, seconded by Annino passed. [3-0-0]
6. Appointments
Gorski moved to form a Sustainable CT Advisory Team, with the following members to be appointed for a term ending December 31, 2022: Stephanie Warren (D), Thomas W. Hogarty (D), Maureen Farrell-Charney (D), Walter J. Adametz, Jr. (R) The motion was not seconded. After brief discussion, the item was tabled.
7. Department Reports
The following reports were distributed for review:
 - Building department: No executive summary of open permits this week as Robin is on vacation. Gorski is checking into the possibility of partnering with Chester and Deep River re the purchase of OpenGov permitting software.
 - Health department reports
 - Tax Collector reports
 - Town Clerk Transfer reports
8. Committee Reports
Economic Recovery Committee John Mancini asked the Board of Selectmen for confirmation that the work ERC is doing was in synch with BOS charge, in terms of following rules guiding disbursement of ARPA funds. There was discussion about the processes for the current and future recommendations. The Board expressed appreciation and support for the efforts of the ERC.
9. Budget report
Regolo distributed reports for review. There was very brief discussion.

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10. New Business

A. Valley Shore Emergency Communications Lease

Ray Lemley, consultant representing the interests of VSECI, briefly outlined options for updated terms of the current cell tower lease. There was brief discussion. The current VSECI lease agreement, along with the ATT lease will be reviewed and discussed at an August BOS meeting.

B. 2022 Affordable Appeals List

CT DOH is requesting, for the period from July 1, 2021 to June 30, 2022, a listing of any housing unit that was newly deed-restricted to be affordable to families at or below 80% of area median income.

It was noted that the deed restrictions for all but one of the houses in the current Affordable Housing program have expired. The assessor is looking into responding to this request, and will also consider the inclusion of the rent restricted apartments at the traffic circle.

C. July 25 BOS Meeting

Gorski moved to cancel the July 25 BOS Meeting. The motion, seconded by Young, passed [3-0-0]

[Gorski moved to add an item to the agenda: Tax Abatement for Emergency Management Director

The motion, seconded by Annino, passed [3-0-0]]

Gorski moved to approve a pro-rated tax abatement for Emergency Management Director Don McDougall for his period of service beginning 1/1/2021 - 9/20/2021 and Brian Walsh for his period of service beginning 9/21/2021 -6/30/2021. The motion was seconded by Annino

There was discussion about codifying the approval of this abatement moving forward and clarifying the language in the ordinance if necessary.

11. Old Business

A. ARPA Funds Draft Policy

There was discussion about Regolo's draft of the ARPA Funds disbursement policy. Gorski recommends that all requests be approved at town meeting, in the interest of transparency, and that requests over \$20,000 go to Board of Finance. There was discussion, with input from Regolo. There was discussion about whether all requests, regardless of size, budgeted or non-budgeted, should go to Board of Finance. There was agreement that all requests should go to town meeting. There was further discussion regarding the process, with input from Mancini and Rimmer.

Annino moved to approve the ARPA Funds Draft Policy with the following amendments:

- **Page 2, Add 4th bullet: *General government services***
- **Page 2, third bullet: add *"to include a complete application inclusive of a detailed rationale for the approval based on the eligible use and key objectives above or other criteria used for the recommendation."***
- **Page 3, add a new section asking for *"Rationale for Recommendation"* after the *"Description"* section**

Regolo will also add revision dates to the bottom of the policy document. An updated application form will be given to the ERC. Retroactive applications for the 3 recommendations will be submitted by the Economic Recovery Committee.

The motion, seconded by Young, passed [3-0-0]

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN

Monday, July 11, 2022 at 7:00 p.m. Town Office Building

B. Outstanding Recommendations for Use of ARPA Funds

Gorski moved to send the outstanding ERC recommendations for ARPA funding to the Board of Finance for review:

- **The Middlesex Chamber of Commerce: \$10,000 as a one-time assistance payment to the Killingworth Krier**
- **The Killingworth Ambulance Association: \$66,684.11 to cover the cost of a new stretcher**
- **The Shoreline Soup Kitchen: \$10,000 to support purchase of a refrigeration truck.**

The motion, seconded by Annino, passed. [3-0-0]

C. Requests for Proposals

Gorski moved to send the Proposal for the Consultant for Public Works to the Board of Finance for review. There was consensus that the \$40,000 proposal was comprehensive and a good fit. This item appeared in the 2021-22 operating budget, but not this fiscal year. BOF would need to approve expenditure. **The motion, seconded by Annino, passed [3-0-0]**

A draft RFP for Custodial Services for Municipal Properties was also distributed for review.

D. DWSRF application

Killingworth and KES are included in the draft intended use plan for disbursement of the state-matched federal funding for water remediation. The finalized intended use plan is expected in late fall. Once fully approved, the town can enter into a [forgiveable] loan agreement with the state. Competitively bid design work can begin now and request reimbursement afterwards. Preliminary design questions need to be answered before proceeding:

1. Where could a third well be placed at KES?
2. What's the probability of good water given the PFAS plume?
3. Should we consider an additional well at the library instead?

Gorski will meet with town engineers, GZA, and KES after results of the PFAS investigation at town campus is complete.

12. Selectmen's comments

A. Annino updated the BOS on the status of current facilities/town hall maintenance projects.

13. First Selectman's comments

A. Gorski updated the board on the status of the relationship with town attorney David Tycz, who as of July 6 has left Arch Law Group, LLP and resuming practicing law under the firm of Howard McMillan & Tycz, LLC.

B. Gorski is finishing edits to the Personnel Manual and will forward a redlined version to BOS.

C. KVFC/KAA Pension Plan – The draft plan is expected to be ready for review by the trustees at the end of the month.

D. Acting Building Official – Per state statute Sec 29-260, the chief executive officer of any town, may appoint a licensed building official for a single period not to exceed one hundred and eight days. Consequently, we cannot renew Jerry Russ' appointment. Richard Pleines has offered to take

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on the role of ABO after Jerry's appointment ends, and I will identify next steps to ensure we have the resources we need for our building department.

E. Gorski will be participating in interviews with candidates for the open HKYFS Executive Director position

14. Adjournment

Gorski moved adjournment at 8:24 p.m. The motion, seconded by Annino, passed. [3-0-0]

Respectfully submitted on 7/15/2022 by E. Disbrow