

Town of Seymour ~ Board of Selectmen

MINUTES

Regular Meeting

Tuesday, May 19, 2020 at 7:00pm

Zoom Teleconference - Call #646-558-8656 – ID#835 0678 3323

COPY RECEIVED  
DATE: 6/11/2020  
TIME: 8:00AM  
TOWN CLERK'S OFFICE

**Members Present:** Trisha Danka, Robert Findley, Annmarie Drugonis, Kurt Miller, Al Bruno, Rob VanEgghen, and Chris Bowen

**Members Absent:** None

**Others Present:** Richard Buturla, Rory Burke, Mary McNelis

**Item #1 – Call Meeting to order**

First Selectman Kurt Miller called the meeting to order at 7:02pm.

**Item #2 – Pledge of Allegiance**

Everyone saluted the Flag and recited the Pledge of Allegiance.

**Item #3 – Public Comment**

Rory Burke read into the record the following e-mail from Stephan Behuniak, 36 Birchwood Road:

I would like to submit the following public comment in regards to agenda item #8:

I would like to express my concern over the recommended hiring of an individual by the Economic Development Commission. While the individual recommended for the role may, on the surface, appear to be qualified for the job, I have a lot of doubts about this individual's abilities to provide quality service to the taxpayers of Seymour. My issue with this potential hire is twofold.

1. I believe that the government of Ansonia over the past 5-10 years has been a complete failure. Ansonia has had numerous lengthy and inappropriate legal battles, has been overcome by terrible financial management, and appears directionless and incapable of dealing with and overcoming challenges. I will not get into the specifics as they are widely publicized and known by the elected members of this board. The individual who is potentially up for hire as Economic Development Director serves as prominent member of the administration in Ansonia. As a policy, I believe that the town of Seymour must steer clear of sharing services and strategy with such a rudderless municipality until such time that there is a leadership change there.

2. My second concern is more general. By its very nature, many aspects of economic development in relation to neighboring communities is a zero-sum game. When a business is looking to move into the area, I want, and the taxpayers deserve, someone who's sole focus is growing the grand list of Seymour and bettering our community. I do not believe that one individual should be serving similar roles in neighboring (and oftentimes competing) communities.

Having served as a member of this board for four years, I understand how difficult it can be to come across a qualified and competent candidate for the role of Economic Development Director. It is with no joy that I strongly urge you all to not consider taking the Economic Development Commission's recommendation before you tonight.

Stephan Behuniak  
36 Birchwood Rd, Seymour, CT

**Item #4 – Approve Minutes from April 21, 2020 Regular Meeting**

Motion to approve Minutes from April 21, 2020 Regular Meeting

Motion: Trisha Danka

Second: Al Bruno

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller – Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

**Item #5 – First Selectman’s Report**

**PART I – Current Collections**

- I have been asking our Financial Team to keep a close eye on how we are faring compared to last year because of the COVID crisis. Per Dana Flach, our tax collector, for this Fiscal Year as of today at 4:00pm, we have collected 98.02% on Grand List 2018. In comparison to last year, we were at 98.34% at the end of May. We are about 12 days away but lagging behind about 31 basis points. Will we be able to make that up – we don’t know. Please bear this in mind as we have additional conversations.
- Collections to date as of today including back taxes, liens, and water assessments are: \$44,255,939.21; last year the collections at the end of May were \$44,237,774.00. So, we are about \$18,000 ahead of last year’s collections, but we are expected to collect another \$376,000 more for this year. So, we are definitely lagging; we are going to continue to keep an eye on this. Just wanted to pass along this information to you and will continue to update you at each meeting. Should you have any questions at any time, please feel free to contact myself or Doug Thomas and we can walk you through it.

**PART II – Reopening of the Town**

- We do have a tentative plan in place, but we are waiting to see what the Governor says tomorrow because things may change. Therefore, we are waiting before we release anything official, but this is what we are planning:
- Effective June 1<sup>st</sup> we will REOPEN Town Hall; by this we mean that every department will be open every day; it will be by appointment only. Staff will work on a rotating basis (MWF/TTH). We will continue to keep an attendant at the front door so that way they can organize people as they are coming in. If you do not have an appointment, you will either have to wait or you could potentially be turned away. We are going to continue to protect our staff as best we can for the month of June.
- The Library and the Community Center are going to remain closed to the public; staff will come in on an “as needed” basis. Our Librarian has identified a bunch of projects that she would like to have the staff start working on so we will bring the staff in with discretion. The Community Center staff will work according to the direction of Mary McNelis, Community Center Director. They are all set up to work remotely. And as the Governor said, “If you don’t need to come in, don’t come in”. The building will not be open to the public, but if they need to come in for some reason, they can do that.
- We have built a color-coding system for comment. If things change, we can change from red to orange, orange back to red, etc. We will simplify this. We will send this all out to everyone for feedback once we hear back from the Governor. Our goal will be to communicate this to the public on either Thursday or Friday.
- With regards to Parks, the goal will be to start opening things up on May 23<sup>rd</sup>, assuming the Governor doesn’t come up with something totally off the wall tomorrow. Fields and walking areas (Bungay Field,

Chatfield Park walking track, High School track) will be open, people will have to wear masks, social distance, all the requirements. We are NOT going to allow any organized sports in the fields (no baseball games, etc.). All playgrounds and basketball courts are going to remain closed. This is how we will start off and will slowly expand from there based on what we see is going on, how the residents are doing with it, and any medical changes or recommendations from the State. The buildings situation we will lock in what we are starting on June 1<sup>st</sup> for the month of June and then re-evaluation before July 1<sup>st</sup>. The public spaces, fields and parks situation we may just go week to week depending on how things are going and how things are improving. Obviously, we want to provide as much outdoor activity as we can for the residents but at the same time be as cautious as possible. Kathy Vrlik has volunteered to help us with the marketing – coordinating with my office getting this out to the residents. Everyone should see a draft of this by tomorrow night. We will need your feedback and comments quickly. That way we can roll this out to the residents Thursday/Friday with a Code Red call and then put out on the website.

- Rory Burke said that we have identified a few HR concerns based on the Governor’s guidance that we are working through. Some policies that we are putting in place to reduce the employees’ exposure and to process things in the safest way possible. There will be some physical modifications to the buildings. Some of those we are discussing are plexiglass at points of service. However, until the public will be in the buildings, we are holding off on that because we have to work with the Fire Marshal and the Building Inspector to make sure that everything we are doing is safe for the staff & the public. We welcome any comments you guys have to make this as safe & successful as we can.
- Rob VanEgghen asked what the mechanisms for finding out if people are testing positive. How do you find out? Are you notified by the hospitals? Kurt Miller said that the Naugatuck Valley Health notifies him daily with reports of positive cases, deaths, hospitalizations, and further breakdown by residents and Shady Knoll cases. We do not get specific names, ages, etc. Only the first responders know that information. We will be able to react if more cases arise.
- Chris Bowen Just wanted to confirm that the Parks and Walking Tracks will be open as of Saturday (depending on the Governor’s speech). Kurt Miller Said that is true.

#### **Item #6 – Discussion & Take Possible Action Regarding Recreation Department Summer Camp**

Kurt Miller said that Mary McNelis and her staff have spent a considerable amount of time trying to decide if opening summer camp makes the most sense. We just received in the last few days a series of rules from the State on how the summer camp must operate. They went as far as making a model of keeping camp as it was and running it Virtual and a combination of the two. They pulled all the former campers and asked for input and opinions. We will need to make this decision. Mary is here to give us all the information.

- Mary said that having a successful summer camp during this pandemic is very challenging. The solutions included everything from smaller group size, to camps for just the essential workers, to camps with essential workers and children, to virtual camp. We looked a few different options. The two limiting factors for running a successful camp were: 1. First and foremost is the children, their families and our staff members health and safety and 2. Costs.
- The CDC and OSE have come out with very strict guidelines for every business but including the operations of summer camps and summer programs. I will touch on a few of the guidelines:
  - Screening of every child (in the car) – would take temperature and ask a few questions
  - We cannot get within six feet of the car unless we have PPE on
  - Limit of 10 children per counselor; all of these groups need to be separated six feet
  - Intensified cleaning & disinfecting of all common areas, bathrooms & equipment throughout the day
  - We are estimating we would need to hire an additional two attendants to do nothing but clean (we would need to clean each time a child used the bathroom)

- If we used Gary Park, we would need to have a plan for indoor facility or coverage during inclement weather. Whatever we use, tents or pavilions, we would need to still social distance with this plan.
- Even with the most stringent measures in place it will be very difficult to ensure that a COVID 19 outbreak does not take place and that we keep our family & staff members safe.
- We surveyed our residents regarding a virtual option. The results were not good. Not surprising really – many parents said that their kids already have been at the computer way too much. So, we put that on hold for now. After speaking with several towns recently, many of them are contemplating complete cancellation of 2020 Summer Camp. Some have delayed the opening. Woodbridge has cancelled their summer camp; Oxford has cancelled their TRAVEL camps and have delayed the opening of their Husky Camp. We will continue to follow the news and information put out by the CDC and OEC. At this time our expectation and our recommendation is that we do not want to have our regular Recreation Camp. This is a really difficult decision; both myself and my staff really wants to have a Summer Camp. If for some reason the CDC and OEC loosen their guidelines, we would like to re-evaluate our position and look at running a modified camp later in the summer. In order to do that we would need to make a decision on doing this by June 15<sup>th</sup> just so that we can get our supplies, our staffing, etc. That's where we are right now. Our plans are to release some modified camps. It may be an hour or two here or there to keep the kids engaged and in touch with friends. We welcome any and all comments.
- Kurt Miller said that Rich has looked into some legal options. Included in your packet is a 10-page memo on this.

**QUESTIONS/COMMENTS:**

- Bob Findley asked if we could put out projects for the kids to do at home and then re-connect to submit them. Mary said they did do something Virtual – Camp-in-a-Box type thing – sent home to parents and then did a curbside pickup. We did some Cooking, Physical Fitness, Arts & Crafts segments. The parents really didn't like the VIRTUAL aspect. The biggest message we got is "we don't want our kids inside" – we want them outside.
- Kurt Miller said that currently the consensus is that TENTATIVELY our Summer Camp is cancelled, but we won't make a FINAL decision on this until June 15<sup>th</sup>. Mary will get the word out to the residents. This way parents can plan accordingly. Kurt asked if we are all comfortable with this decision. Everyone was in agreement.
- Chris Bowen wanted to clarify that we are tentatively cancelling Summer Camp, pending a final decision on June 15<sup>th</sup>? Kurt said yes. People should start planning accordingly for child-care for their children during this time. There will be no SONCCA – the State has specifically prohibited day camps until June 22<sup>nd</sup>. We would not be able to run a camp if we wanted to until June 22<sup>nd</sup>. Then if we did do one, the guidelines would be VERY strict. Kurt said that we couldn't come close to our normal price. One of the values of our camp was the price. This year we couldn't come close to that price. Mary and her staff did not want to have to cancel. They tried their best.
- Al Bruno wanted to confirm that they did a Cost and Safety Analysis and based their decision on this and the recommendations of State and Federal and Town officials. There is a sliver of hope that we could have a camp for 4 weeks. We would price things out at that point, and it would depend on the registrations. At that point, instead of being \$300 for the whole summer, it could be \$500 for 3 or 4 weeks. Kurt said at that point, people may pay it if it's the only option. Mary said that camp would not start on June 15<sup>th</sup>, it would start on July 27<sup>th</sup> and run to August 20<sup>th</sup>. She needs a minimum of 4 to 5 weeks to order supplies and staff; we don't want to purchase anything for a camp that may not happen. She would need an additional \$12,000 in funds for all the additional safety protocols that would need to be put in place. The challenge with that is if we can meet all the CDC/OEC guidelines and actually get all

our supplies (masks, hand sanitizer, PPE) and hire staff (at that point the high school students or college students may be back in session so we may need to look at other options). There are a lot of logistical difficulties to pull it off. This is a whole different model than normal.

- Rich Buturla said that in addition to the 10 child per counselor maximum, there is also a 30-person maximum restriction per camp. We could POSSIBLY get a waiver from the State to have more than that. We must have a facility that is sufficient. There are lot of variables and provisions that the State is implementing in the name of safety. It is a very daunting task. Chris Bowen added – involving children.

Kurt thanked Mary McNelis for all the work her and her team put into this.

## **Item #7 – Discussion & Take Possible Action Regarding Cash Reserve Policy**

### **PART I**

Kurt Miller said that in the packets are the Cash Reserve Policy – Appendix A. This is the policy we have in place that details how we handle our Fund Balance. It is determined through our Strategic Planning Commission and our Board of Finance. They put some parameters in place whereby once we pass a certain threshold in the Fund Balance, we would need go have specific plans in place on how we will get back up over the threshold. All the verbiage has “Fund Balance” but two years ago we made some changes to our Cash Reserve so that it is not just Fund Balance, but Cash Reserve and Debt Service and an Internal Service Fund. We were in contact with S&P regarding our bond rating a few weeks ago and they reviewed our situation since we have not gone out to bond yet, they wanted us to go through the process of updating this policy with the correct words. If you go down to the Appendix A

#### **Original:**

#### **APPENDIX A Financial Plans**

##### **1) Fund Balance Guideline**

The Town of Seymour will strive to maintain an overall fund balance in the General Fund of 12% of budgeted appropriations. Until such time that the Town of Seymour is able to attain 12%:

- Balances falling below 8% will require the Finance Director and Board of Finance, with acceptance from the Board of Selectmen, to adopt a plan to replenish the contingency reserve to the minimum level over a period not to exceed 3 years;
- At the time the General Fund reaches 10%, balances falling below 9% will require the Finance Director and Board of Finance, with acceptance from the Board of Selectmen, to adopt a plan to replenish the contingency reserve to the minimum level over a period not to exceed 3 years.
- Once the General Fund reaches 12%, balances falling below 10% will require the Finance Director and Board of Finance, with acceptance from the Board of Selectmen, to adopt a plan to replenish the contingency reserve to the minimum level over a period not to exceed 3 years.
- This designation of contingency reserve funds will be considered assigned fund balance in financial statements

#### **Proposed:**

#### **APPENDIX A Financial Plans**

##### **1) Fund Balance Guideline**

The Town of Seymour will strive to maintain an “Overall Fund Balance: (OFB) in the General Fund of 12% of budgeted appropriations. Until such time that the Town of Seymour is able to attain 12%:

- OFB falling below 8% will require the Finance Director and Board of Finance, with acceptance from the Board of Selectmen, to adopt a plan to replenish the OFB to the minimum level over a period not to exceed 3 years;
- At the time the OFB reaches 10%, balances falling below 9% will require the Finance Director and Board of Finance, with acceptance from the Board of Selectmen, to adopt a plan to replenish the OFB to the minimum level over a period not to exceed 3 years.
- Once the OFB reaches 12%, balances falling below 10% will require the Finance Director and Board of Finance, with acceptance from the Board of Selectmen, to adopt a plan to replenish the OFB to the minimum level over a period not to exceed 3 years.
- This designation of OFB funds will be the total of unassigned general fund balance, assigned fund balance in financial statements, and balances in the debt service and internal service funds.

The highlighted are the changes. We are essentially just updating this policy by adding the last section that says, “and balances in the debt service and internal service funds”. S&P just wants that on the record because in our explanations to them while we took these steps which we thought were prudent to defend the Town of Seymour against OPM and their potential ratings of Town’s municipal dollars based on the strength of their Fund Balance, we took the prudent step of lowering our Fund Balance by recategorizing this money into the Debt Service and Internal Service Funds. All still counting towards our Fund Balance. S&P understands that, and they are on-board with that, they just want a policy that matches that . The concern is that when a new group comes in, and there is maybe not going to be that consistency.

Motion to Approve the New Language for our Fund Balance Guideline as Presented (Appendix A – Financial Plan)

Motion: Annmarie Drugonis

Second: Trisha Danka

**Discussion:**

- Trisha Danka asked if the Strategic Planning Commission is aware of this and is on-board with it. Kurt said yes, they are aware, and it is in the binders.
- Al Bruno said that in the first sentence “**overall.....balance: ...appropriations.** needs to have a close-quotation marks. Also, in Bullet #1, the sentence should have a **period not a semi-colon.**
- Al and Rich Buturla said that these could have different connotations legally.
- Rory Burke will make these corrections and send to the Strategic Planning Committee for their binders, and Rich Buturla will give it a once-over again.

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller - Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

**PART II**

Kurt Miller said that S&P had a lot of concerns about the Town’s finances with regards to the COVID crisis. (How we are doing with collecting our revenue, how we are doing with our expenses). We took them through a pretty in-depth analysis of where we are for Fiscal Year 20 and then they proceeded to ask about Fiscal Year 21. How we would handle any deficiencies in revenue. So, we discussed putting a spending freeze in place, we discussed the TAN’s which this Board has authorized, we talked about our ability to use our Cash Reserve, which we have. But one of the things they talked about was what SPECIFIC expenses would you identify right off the bat that if something were to happen, that you could say that these were the expenses that were not necessarily going to use. So Bill Sawicki, myself, Doug Thomas, Tony Caserta went through a process and looked at some current expenses – things that while were important and good to have in the budget – if we were not able to do them in the next budget, would not have a huge impact on the Town moving forward.

- What we wanted to do was to move some of these line items – still keep them in the budget – but move them from their existing lines into contingency lines. What this would do is require that, before that money is spent, it would need to be approved by the Board of Selectmen and then the Board of Finance. For example, the Floater position. Right now, that position is open and in my budget. I could potentially go out and hire a floater. The money is there and there is no issue. If this were in the contingency line, I would need to come to the Board of Selectmen and get approval from them and then get approval from the Board of Finance before that money could be moved back and the money could be spent. We are trying to put in checks and balances in place to give us the opportunity to find some of these savings in case our revenue numbers are not what they should be. We have identified \$836,161.00. (See spreadsheet below)

Regular Budget	
Floater	\$ 47,171.00
EDC Director	\$ 35,000.00
Town Cont. - Recreation	\$ 52,800.00
Town Cont. - Health	\$ 13,400.00
Police Deputy Chief	\$ 99,790.00
Road Lining	\$ 10,000.00
Community Service - Reg Emp	\$ 40,000.00
C&A - Purchased Service	\$ 10,000.00
Parks - Machinery and Equip	\$ 16,000.00
	<b>\$ 324,161.00</b>
Capital	
Turf Replacement	\$ 10,000.00
Town Buildings	\$ 30,000.00
Roads	\$ 25,000.00
Reval	\$ 15,000.00
OPEB	\$ 50,000.00
DPW - F550	\$ 82,000.00
	<b>\$ 212,000.00</b>
<b>Annual Capital Plan</b>	<b>\$ 300,000.00</b>
<b>Total</b>	<b>\$ 836,161.00</b>

The ones that are in the yellow – these are specific lines in different budgets. We are going to take those lines and move them down to “Contingency” (for example: Contingency – Floater”). So, for the Parks Commission to buy their machinery & equipment they will need to come before the Board of Finance and ask for permission to do so. At that point we would evaluate where we are with our finances and determine if it makes sense to move forward. If we didn’t do that, they technically could go out and buy a lawn mower that they don’t need – not that they would – but they could because there were no checks & balances in place. We are coming up with these ideas to protect from layoffs and cuts in needed services.

- **YELLOW SECTION** - The Floater and Economic Development Director positions are currently not filled. The Town Contributions (Recreation) encompasses things like Little League, Pop Warner, Soccer, etc. The Town Contributions (Health) encompasses things like TEAM, Pumpkin Festival, etc. The Deputy Police Chief – there are currently two positions, only one is filled. Road Lining is our yearly project. Community Services – Regular Employees – we currently keep \$80,000 in line item in the Community

Services budget primarily to cover Summer Camp and other programs (but primarily cost is the camp). It makes sense to take money out of there. Culture & Arts Purchased Services mainly goes toward the Summer Concerts & Festivals which they will not be having this year. Parks Machinery & Equipment are good for the time being with their equipment.

- **ORANGE SECTION** – is money that we have in the budget each year for different projects. Listed are: Turf Replacement, extra money for maintenance for Town Buildings, extra money for Roads (pot hole repair, etc.), money we put aside every year for Revaluation (over five years) for when needed, OPEB (other retirement money than pension), DPW-F550 (yearly purchase for needed equipment). That money is not going to be moved from Capital. But it will be identified in this plan as a potential source.
- **GREEN SECTION** – is the Annual Capital Plan that I usually present in June or July and you guys vote on that for the next Fiscal Year. This funds that Capital Plan.
- So, combined we are going to use or create a plan that has \$836,161.00 in it. Assuming this Board is comfortable with this I will send a memo to the Board of Finance so at their meeting next Tuesday, they will move the items that are in YELLOW to new “Contingency” lines and that’s where they will sit. Again, these items are still in the budget, they are still funded, we are just creating a mechanism to have a little more control should the issues arise during the COVID crisis.

#### **QUESTIONS/COMMENTS:**

- Chris Bowen just wanted to confirm that if we do hire the Floater, it would require two Boards of approval. Kurt Miller said yes, that is correct.
- Bob Findley asked if those line items were full value amounts or if they were percentages of the original amounts. Kurt Miller gave the following response:
  - Floater and Economic Development Positions, Parks Machinery & Equipment, and Town Contributions (Rec & Health) – **FULL AMOUNT**
  - Deputy Police Chief, Road Lining, Community Services Regular Employees, and Culture & Arts Purchased Services – **HALF AMOUNT**

For some of them its not realistic to take all of it. These are expenses we would like to use but they are not NECESSARY at this time. Things with our revenue collections could go great – by September we could be headed in a positive direction. At that point we could move these items back. That would be the decision of the Board of Finance and the Board of Selectmen.

Bob Findley asked if there is a specific time frame on this? Kurt Miller said it is a “wait and see” at this point. I would not expect to see any decision before October. We want to wait and see how the first quarter (of the Fiscal Year) comes out – this will have all of our tax deferrals in it. If we get through that and have collected 80% of what we projected, we are probably going to be ok, but if we are hovering in the 30’s and 40% we could have problems. We will re-evaluate our position in October. Kurt Miller said that we are still waiting for a revised rating from S&P, but it is little things like this that they like to see because it show them we are being proactive and have a plan in place not flying by on the seat of our pants. That could be the difference between AA and AA+.

- Chris Bowen asked if it would be appropriate and/or advisable to set an actual re-evaluation date on this or just leave it as “until further notice”. Kurt Miller said no, he didn’t think that date was needed because it is going to be based on the tax revenue and overall impact. If we HAD to put a date on it I would use November 1<sup>st</sup> simply because we want to get through that first quarter when the deferral process is set up, see how we come out our it, and then give a month because all those folks who deferred will have their payments due October 1<sup>st</sup> (payments due in November). But if, FOR EXAMPLE, in September Bryan Nesteriak comes and makes a plea for a need for Road Lining, and the Board of Finance and our Board agrees, we will move that money. So, the money is not locked in place, the mechanism is in place because these Boards know our financial position and can make the appropriate

decision. If people feel comfortable putting re-evaluation date, I'm ok with that, but I'm not sure it will have the impact that you want it to because there are a lot of steps involved. Chris said that he understands totally and will defer.

- Rob VanEgghen asked where the \$836,161 came from. Was that a ball-park number or a percentage of something? Kurt Miller said that they started on page one of the expenses and went through every line through page 36. There was nothing scientific; we just went through each individual budget and take a look at, if it had to be put off for a year, what could people be OK with doing without. This amounts to about 0.86 of a mill. S&P was upset that we did not raise the mill rate because they said that if we raise the mill rate, we would have extra revenue coming in that you can now use to offset revenue that doesn't come in. I explained to them that we and the Board of Finance thought it was important to keep the mill rate level. They wanted to give the residents a break with all that is going on. Just psychologically it makes more sense, with people losing their jobs and earning less, that having a lower mill rate would be a better thing. It's two different ways to look at things – their biggest concern is making sure that we protect the fund balance at all costs. The more things that we can put up that show we have mechanisms so that we wouldn't get to the Fund Balance – that's what they want to see. The order of things would be these cuts, the TAN's and the use of Fund Balance. The biggest issue is cash flow. We can make estimates, but we won't really know for sure until the cash comes in. We need realistically about \$3million/month to run the operation.

Motion to allow the First Selectman to create a memo of recommendation to the Board of Finance, to present to them the excel spreadsheet titled "FY21 Targets – COVID", for recommended changes to the FY 21 Budget

Motion: Annmarie Drugonis

Second: Chris Bowen

**Discussion:** Kurt Miller said that this has been discussed with Doug Thomas, Bill Sawicki, and Tony Caserta and they are all on-board. Rich Buturla did give a legal review and gave his approval.

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller – Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

#### **Item #8 – Discussion & Take Possible Action Regarding EDC Recommendation**

Kurt Miller will give us an update as to where we stand and then I am going to turn it over to Rich who will go through how to progress forward. There was some concern about me being a part of this process and that Annmarie and Rich would handle the negotiations part of that. We are going to do things a little differently and Rich will talk us through that. I did have the conversation with Sheila; I got some questions from a few of you. I spent about 45 minutes going through the questions. I have all of the details. Once Rich goes through how we are going to move forward, at that point in the meeting, I will share the rest of it with you.

Rich Buturla said that we act accordance with the Freedom of Information Act. There are provisions dealing with the recruitment and selection of an executive level employee of the Town. One very important Section is **Section 1-200(2)** "Definition of a Meeting – meeting means any hearing or other proceeding of a Public Agency" – and it goes on from there – we meet as a Town, of course, we are a Public Agency. "A meeting does NOT include" – this is the important part for how we are going to go about this process – "any meeting of a personnel search committee for executive level employment candidates." Then, in **Section 1-200(7)** – "a personnel search committee means a body appointed by a Public Agency whose sole purpose is to recommend to the Appointing Agency a candidate or candidates for an executive level employment position."

What I am recommending is that the Board of Selectmen be designated by the First Selectman to be a Personnel Search Committee for an executive level position, namely the Economic Development Director. That will then give us the ability to basically meet without having to Notice the meetings and be able to discuss the various things, for example the things that Kurt wanted to come back and tell you, and also to protect the identity of some of the applicants. You may get a variety of applicants that are holding positions in other communities. This exception to the Freedom of Information Laws, in terms of the meeting requirements and the personnel search committee requirements, exist to give a municipality ability to review qualifications, to review candidates, to interview if necessary, and then to make a recommendation back to the Appointing Authority. That is how I would suggest we proceed on a going forward basis. We can have a series of Zoom Meetings going forward, but the first and most important thing tonight is to have the First Selectman designate the Board of Selectmen as the Personnel Search Committee for the executive position of Economic Development Director for the Town of Seymour.

Kurt Miller said that the six of you and then Annmarie will lead the meetings. I will not be involved. I will be here as a resource and if you have things that need to be done, you can use my office as a resource, they can be done in conjunction with my office, but I will not be a voting member of the group, and I will only be involved in conversations that you want me involved in. Annmarie will lead this process with Rich Buturla.

Trisha Danka asked if there is any reason that we are not utilizing the HR Director first and then filtering through with any candidates he feels are qualified? Rich Buturla said that the HR Director is a staffer; he certainly could be a resource, and be part of everything; the applications, resumes, etc. could certainly be sent to him, but I think its important that this body is designated as the Personnel Search Committee so you can have the freedom of communications. The BOPC went through this process – you may have other candidates who are serving in a similar role or have served in a similar role or is employed in another place; this method under the FOI Act gives you the ability to do that. If you don't designate yourselves as the Personnel Search Committee, any communications from the HR Director to you would basically need to be done on the Public Record and that could cause problems for candidates.

**Kurt Miller designated the six Selectmen as the Personnel Search Committee for the executive position of Economic Development Director for the Town of Seymour.** Kurt Miller will not be a member of the group. You can use my office and professional staff as you see fit. Meetings will be set up and run by Annmarie Drugonis. She will make those contacts and utilize my office for support as needed. Rich Buturla will serve as Town Counsel advisor. Please let Annmarie Drugonis know if or Kurt Miller's Office if you need anything.

Kurt Miller asked if the Personnel Search Committee **HIRES** the person. Rich Buturla said that their **RECOMMENDATION** goes back to the Appointing Authority (the Board of Selectmen). Kurt asked if he would be able to vote at that point? Rich Buturla said yes, you would be one of the 7 votes on the Board of Selectmen. Kurt also asked if the Personnel Search Committee would be able to start the negotiations before coming back to the **FULL** Board of Selectmen? Rich Buturla said yes, because in many instances the candidate is going to want to agree on a compensation package, so the entire package goes back to the Board.

Rich Buturla and Kurt Miller will circle back with Annmarie and get her all the tools she initially needs to get things going and then she will reach out to the five of you.

**Item #9 – Discussion & Take Possible Action Regarding WPCA Budget**

Kurt Miller said that as part of the process – the WPCA is its own entity and has a Board – they are required by charter to do certain things to pass their budget. One of these things is to send us a Detailed Budget. Below is the Budget sent to the Board of Selectmen:



**SEYMOUR WATER POLLUTION  
CONTROL AUTHORITY**  
P.O. Box 275  
Seymour, Connecticut 06483

<b>Annual Operating Budget</b>	
Veolia Water Annual Contract Cost	\$1,585,537.39
Engineering & Site Inspections	\$15,000.00
Legal Counsel	\$12,000.00
State of Connecticut Licensing Fees	\$11,500.00
Maintenance	\$60,000.00
Town Clerk Lien/releases	\$10,000.00
Accidental Backup	\$20,000.00
IT/Quality Data	\$12,000.00
Miscellaneous	\$4,000.00
	<u>\$1,730,037.39</u>
<b>Estimated Revenues</b>	<b>\$5.56</b>
Rate per 100 Cubic Feet	
Billable units of 100 CU Ft are	
412338 @ 5.56 at 89 percent collections	\$1,856,922.95
Permits, Contractor fees, Dumper fees	\$2,500.00
CTDEP Denitrification Credit	\$0.00
Impact Fees	\$20,000.00
<b>Total Estimated Revenue</b>	<b>\$1,879,422.95</b>
<b><u>Amount Available for Additional Capital Improvements</u></b>	
	<b>\$149,385.56</b>

Kurt Miller said this is a \$1.8 million budget on one page with no backup. There is an increase of user fees of 10%, which in itself is alarming, not to mention that there is no detail to back this up. This is absolutely ridiculous in my opinion. Annmarie will speak to the process itself. I believe that their meeting started at 6pm,

they received the budget via e-mail at 6:23pm, and were asked to vote on it in a short period of time. As you know with any of our Boards, the members are given the information and then usually give two weeks to review and comment. This does not appear to be the case with the WPCA.

Annmarie Drugonis reported the following:

- The Town of Seymour has had their WPCA run by an outside agency for the last 20 years. This means we do not employ the people who run the WPCA.
- The Chairman of the Board was changed just 4 years ago. But he was the same co-chair for the past 15 years. So, he and the other co-chair would go back and forth, and they would have their way of running it without holding the people who run the WPCA's feet to the fire. I was brought in because Environmental is my background. So, Paul Roy put me on that Board when they said they have x-amount of money, let's see if we can get that money. The money in the WPCA is protected under the Clean Water Act which is a Federal Guideline. The Town cannot take the money out of the WPCA, put the money in that budget into the Fund Balance, use it for sidewalks, use it for paving roads. We as a Town cannot touch that money. Any money put into that budget needs to be used specifically for the WPCA - upgrades, improvements, O&M Plan, 5- year Capital Plan.
- They ARE a separate entity. HOWEVER, they haven't made an improvement to that plant for 20 years. Rob, you have been in Environmental; you know that they have to have a 5-year Capital Plan, you know that equipment breaks, that you have to have a process in place, you have to have a P&M Plan, you need to have some sort of Maintenance Plan put into place. They have absolutely nothing. Every year receive the budget this way. Every year we ask for the backup. Every year we don't get the backup. So, when I got the budget at 6:23pm on Monday, I asked questions, and this is what I got: they are supposed to be working with Nafis & Young (our Town Engineering firm) to come up with a Capital Plan. Jonathan (the employee from Veolia) said that he worked on the budget alone. We need to approve or reject this budget as a Board. I am asking that we REJECT it.
- They were sending their trucks out to another facility to have their Federals done (DOT trucks have to have their Federals done every year to make sure that they are safe to go on the road). The firm was doing the Federals, but Veolia was not making the changes or the improvements or the needed maintenance to the trucks. The truck is over 20 years old. It is a 1993, the tires have not been replaced in 20 years. A few weeks ago, we had the tractor trailer (out of compliance) dump all that trash into the river. We have a Veolia employee driving a Town-owned, Town- registered & insured truck) going on highways, transporting biohazardous waster (fecal matter) to Waterbury or to another facility. If he gets into an accident with that truck, who do you think will be liable? The Town of Seymour. They knew this truck was not safe because the firm told them it was not safe, but they continued to go with it. They finally brought the vehicle to Public Works (policy now to have them work on a vehicle rather than bring elsewhere). Public Works promptly took the vehicle out of service. Veolia said that now they have to rent a truck and it will cost us \$300/day to take the waste from our facility to Waterbury or Bridgeport or wherever they have to take it. They want to charge us for it because they failed to maintain our vehicle. Kurt Miller said this is a \$400,000 piece of equipment that is almost 30 years old that hasn't been properly maintained and they have no plan for how to replace this piece of equipment. Looking at this budget, one would think that something like that would be identified. Yet it is not. Annmarie said that there is a truck whose brakes weren't working the best so they had a roll of paper towels put under the brake pedal so the truck could stop. Because the truck is over certain number of pounds, you need to have a CDL license to drive it. It has air brakes. You need to have pre and post inspections. They "pencil-whipped" the pre and post inspection reports. Because they never emptied out the air brakes. There were over five pounds of water and sludge in the air brakes. Chris Bowen wanted to clarify that these people had LIED about on the pre and post inspection reports. Annmarie said yes. The director

said that having asked our guys over and over again, they didn't want to climb under the truck to undo the valves. So, they lied on the inspection reports. Chris Bowen asked if we have looked into disciplining these men. Annmarie said that we cannot discipline them because they work for Veolia. That is something that Rich Buturla and Attorney Proto will work on. Richard Buturla said that the WPCA is a separate entity. Annmarie is a Selectperson who is on the Board. I will work with Annmarie to pen a letter to the WPCA and Veolia regarding this truck and the situation Annmarie just described, among other things.

- Annmarie Drugonis said that we have received over the past five years three NOV's (Notice of Violations) due to permit exceedances. Our discharge permit is given out by the State of Connecticut and is made out in the Town of Seymour's name. Even though Veolia is the operator, if there were any monetary violations, or monetary dues owed, the Town of Seymour would have to pay that. I took issue with a couple of the managers who were running the facility because they failed to notify us in a timely manner that we were out of compliance. Under the Connecticut General State Statutes and on any Wastewater/Hazardous Waste Permit it clearly states that you must notify within 24 hours of any violation of discharge. They failed to notify (even though they knew) the Chief Operator of the Town (which is our First Selectman). They failed to notify the Department of Energy & Environmental Protection. Granted it was not a huge amount of chemicals that could kill the fish or a huge amount of issues that could cause harm. It could have been a pH violation. It could have been that we didn't clean our nitrates from the breakdown of the nitric acid. But it's still a Notice of Violation, we were still out of our parameters. I had stated three times that we needed to do this. I was reprimanded because I went directly after the Operations Manager who failed to notify us. Rich Buturla asked isn't this stuff that should be in the contract; seems like they are operating outside of the contract we have established with them. Annmarie said that they stick to the contract when it best suits them. Operating within the parameters is part of their contract, Yes, but nowhere, I was told, does it state that I must notify the First Selectman if we are out of compliance. They notified the chair at the time who told them "don't worry about it". Trisha Danka asked, "why are we giving them a truck and doing any of this. I understand that they have to do work for the Town, but if we know they are always difficult, they never have a budget put in place that is substantial enough to really know what they're spending money on, they have no Capital Plan, we know they are abusing their rights within the Town or working within the Town. Why are we giving them anything? If they want to be independent, then they should be operating completely independent." Annmarie Drugonis said that they can't operate independently. Kurt Miller said that's the point of why this was all brought up and being discussed. Obviously, we would like the budget to be rejected and sent back to them for some more information. We have also asked Rich Buturla to look at some different avenues as to how this Board can move forward and make some type of changes to the current system. Annmarie Drugonis said that because they are a separate entity, they have their own separate budget as required under the Connecticut General State Statute, they have to act as a separate entity. They took that as "we ARE a separate entity and we don't have to answer to the Town." Trisha Danka said "they are using our truck, and they have a CDL license, then they are required every time that driver gets into the truck to file a report stating that it's a safe vehicle to drive. This is absolutely ridiculous. I understand that they need a truck to operate, but we shouldn't be giving them a truck." Annmarie said that we have to give them a truck because they have to take our Town's waste. Trish said that then they need to report back to the Town with annual inspections and be filing reports with us. This is not acceptable. Annmarie said she would actually hold that Board accountable for not asking to look at these items before, but what I'd like to do is look at that whole Board together.
- Rich Buturla said that our WPCA exists as a matter of Charter in Section 12.12. In there, it says that the WPCA Board is comprised of five members, administrative appointments, term of four years, or

appointed by this Body. In 12.12 it provides that the Authority shall prepare an Annual Operating Budget, the same Fiscal Year as the Town's General Fund, be prepared on or before July 1, shall be shared with the Board of Selectmen and the Board of Finance. The Annual Budget shall be prepared in **sufficient detail** so as to provide the Board of Selectmen and Board of Finance **meaningful information**. So, what you are doing when you are looking at this document tonight, is you are determining if it provides meaningful information. If you don't believe that this is sufficient information and that you should have a more detailed line item budget in terms of the operations, then I think it's incumbent upon this Board to do a motion to reject this budget on the basis that it does not provide meaningful information in accordance with Charter Provision 12-12. That is the first thing I'd like to say.

- Secondly, Annmarie said that she would like to look at the whole Board. Kurt Miller said that we should ask the rest of the Board. We are both a little outraged; we are both a little closer than the rest of you to all of you to this. Certainly, over the last nine years that I have been in office it has been a constant battle. I think its time to make some changes and explore whatever opportunities are available to us. Kurt said (to circle back to Trisha's question) they purchased the truck with WPCA funds. We registered and insured it, then reached out to them and said we would help with repairs – we would take care of the labor, they would just be responsible for the parts. Trisha said that is all well and good, but this is still a huge liability. Kurt Miller that's why we're at the point we are. Unless there is any disagreement from the Board, would you like Rich to dig in this some more and continue down a path of seeing what structural changes can be made – whether it's contractual, whether it's with the Board – what's the Board's pleasure?
  - Bob Findley asked what are the terms of our contract with Veolia right now? Is it annual, year-to-year? Kurt said that he believes it was a 10-year contract; we have 4 years left. Prior to that contract it was a 20-year contract. The Board at that time wanted to do another 20-year contract, but we told them no. Annmarie Drugonis said that, mind you, in the 20 -year initial contract, there have been no upgrades to the WPCA. So, the rate per 100 cuft went up 5%. It went up because there is no more money. There is no 5-year Plan for anything (clarifier, truck, etc.).
  - Trisha Danka asked what happens if we reject this budget and they do nothing? What is the likelihood that they are just going to play games and submit the same budget? Do we have to accept it?

Rich Buturla said that we have multiple issues here:

1. Operational Issues that we want to go on record about (the Town Truck, the lack of maintenance, the lack of a 5-year Plan). We can communicate that. I will put together a letter that communicates that – both to the Board and to Veolia.
2. If you send this (budget) back on the basis that it does not constitute meaningful information, I am sure that will prompt some type of dialog. Either they will provide greater detail in a sufficient way or they will do what Trisha said and stonewall us or give us nothing. Trisha asked what is the point of sending this to us if we don't have any weight to say we are going to continue to send this back to you? Rich said that one of the things he is looking at is if you want to make a major structural change, we are under a contract with an Operator that has a long history of operating both your plant and a number of plants across the state and other places. You have an operator who knows how to run a facility. I don't want to pre-judge that. Because a lot of things like what rate you charge and what you do in terms of Capital Improvements are policy decisions in terms of the Board, not the Operator. So, I don't want to pre-judge certain things about the Operator right here, other than there are certain things that are obviously deficient. So, if you are looking at the

Board, what do you do? If you want, I will dig into that issue in greater detail. There may be a path to make a wholesale change on that Board.

- Annmarie Drugonis said that there has been discussion about regionalization for the better part of Connecticut - to regionalize Public Works, WPCA's throughout the Valley. I have been a part of the Naugatuck VCOG for discussions on regionalization so am familiar with several of the Valley town's WPCA. Derby we know has a "cease and desist order". They have major issues with their WPCA. Ansonia has spent a ton of money several years ago on their WPCA. So, the COG is looking for ways of regionalizing. The (Seymour) WPCA has been asked several times by the Naugatuck VCOG's Engineering Department as well as their attorneys to give us the drawings that they have on hand for the sewer layout so that we find ways for regionalization. The EPA gave the State these funds to regionalize not just in the Valley but all over the State of Connecticut. Everytime they have asked the WPCA for this information they have been blocked with a variety of excuses (can't find them, don't have them here). Then I get an e-mail, so I request Jim to get them. But where does this get billed? It runs up the Engineering fee - because they don't want to expand. This all has to do with previous past chairs who want to control it all. It has held up a lot of regionalization, a lot of testing, a lot of surveying. I think that having the same company run it and having the same Board members on it is wrong. It's just this past year with people being told they have to leave. With the Board we have now, they aren't aware of this whole situation, and I have to get them up to speed. I think that if we are going to do something with this Board, we need to have people that understand Wastewater Treatment and people who understand Environmental. We need to have people like our Public Works Department. They have been putting stops in because we are now going to have Public Works mow our property that we have our pump stations on. They figure that the Town owns the property so our Public Works Department should mow it. Then I get "Well, how do you think the well people are going to feel if the sewer people are paying taxes for this." Who cares, it's Town property. Then they ask why because we want our friends to do it. They pay \$5,000 to a landscaper to mow the lawn! Kurt Miller said that as we have taken over more of these services because of the capacity of Public Works, more of this has been uncovered. Previously things like this were blurred. Changes need to be made. When you see all the budget inefficiencies and the rates jumping, it is prudent to have Rich look at our options.

Motion to reject the WPCA budget as presented to us for failing to provide meaningful information to us in accordance with Charter Provision 12.12

Motion: Trisha Danka

Second: Annmarie Drugonis

Please note that ALL Board members jumped at the opportunity to make this motion!

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller – Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

We will work with Rich Buturla to draft up the letter from the Board of Selectmen to the WPCA and Veolia and WPCA's Attorney Proto.

#### **DISCUSSION ON OTHER ITEMS THAN THE BUDGET:**

- Chris Bowen said that the act of falsifying maintenance logs or report is a CRIME. In the Navy, we would be put in the brig. It's not just a liability, it's a safety issue. Using paper towels under the brake pedal to make the truck stop is outrageous! Was duct tape not available? I want heads for this. I want people to be publicly sanctioned for this. Putting other drivers and other people on the road at risk of a



Motion: Trisha Danka

Second: Bob Findley

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller - Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

Motion to approve the Tax Refunds & Abatement Report by Susan Boland dated May 15, 2020 as presented

Motion: Annmarie Drugonis

Second: Bob Findley

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller - Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

#### Item #12 – Transfers

None

#### Item #13 – Correspondence

- We have the check registers.
- We received a letter from the Seymour/Oxford Food Bank (from Tony and Terri) thanking us for the help we gave them and by allowing them to stay open during the pandemic.
- We have an information packet from our HR Director, Chris Pelosi, regarding the “Pay Plan for Non-Union, Appointed, and Elected Officials”. Given to us in advance for review and any questions or comments. This will be on the agenda for our next meeting.
- We have several memos from Rich Buturla and his office regarding:
  - Tax Deferral and the Effects on the WPCA Payments
  - Guidance on the Federal Emergency Supplemental Funding
  - Governors Executive Order 7JJ – relates to the Elderly and Disabled Tax Relief and some info on land use and building permits
  - Governors Executive Order 7MM – relates to the changes to the outdoor dining and other things going on presently

#### Item #14 – Public Comment

None

#### Item #15 – Selectmen’s Public Comment

- Trisha Danka – we are getting the Seymour Strong banners out. So far, we have raised \$2,100 and we have more orders to fill.
- Al Bruno – Stay positive, keep swimming. Tell everyone at Town Hall they are doing a great job with everything. Everyone was adhering to all the rules! Proud of our community. Public Works is great too!
- Annmarie Drugonis –
  - DEEP has cleaned that catch basin out (from the dump in the river from that accident). We are still trying to figure out who owns the property. Rob and I are still working on a plan to make sure it stays clean.

- Tomorrow ends 200 parades! I am proud to say that Nicole and I have participated in almost every one of the birthday, anniversary, and all the others. It's been great to see all the people coming out to support our emergency management members, fire department, police department.
- Rob VanEgghen – Just want to echo the same sentiments. Seymour is doing a phenomenal job. I am proud to be part of the crew. I am proud to present the new branding for the PCRC Race: Chance to Shine. It starts at Quarry Walk in Oxford and goes around the Valley. It is to benefit PCRC which is a division of BH Cares. Their main focus on children and families. What I want people to think about especially now is the families who are asked to shelter in place – with an abuser. The need is great, and many fundraising events have been cancelled due to the virus. We have moved the Race to a virtual platform. It will start on June 6<sup>th</sup>. It is a virtual walk. Please go to A Chance to Shine CT, we have a few hashtags, we should be able to do a few links to that. PCRC does a LOT in the Valley. If you can participate at all it would be appreciated. The need is greater than normal, and the funding is less than normal. Thank you.  
Kurt Miller said that if Rob will get that information over to him, he will make sure the word gets out, maybe bring in some donors.
- Chris Bowen – Thanks to all the essential workers: emergency workers, healthcare, hospitals, restaurants. We are extremely grateful for all you do during this difficult time. I wanted to especially than Mike Marganski. I had some questions about reopening restaurants in Town and he got right back to me with specific answers for specific restaurants. He was really on top of that. I wanted to remind everyone that although some things are going to be opening up tomorrow, everything will not be back to “Normal”. Please remain vigilant. This COVID took the life of a healthy man. (The friend I had mentioned at the last meeting, who has since passed away). I also wanted to remember the lives of Lou Zaccaro (a former Board member on many Boards), Ann Donato (a former teacher at Chatfield School), and Dan Brandon (a former First Selectman). Be safe and wash your hands!
- Bob Findley - I just wanted to say that with things opening up, please remember to follow the rules. Let's do a slow reopening or a soft reopening so we don't have any relapses.
- Richard Buturla – Be well – Be safe! It was a pleasure seeing you all tonight!
- Rory Burke – reminded Kurt to speak about the Memorial Day Parade.

Kurt Miller said that the Memorial Day Parade Committee has cancelled the parade, but the Committee has come up with an idea based on the Emergency Services Parades happening recently. There are four World War II veterans living in Seymour. The Committee would like to form a sort of “parade” to go by all four houses. Alex Danka is spearheading this and is reaching out to the chiefs and will send the information to Kurt. Maybe if we can do two pieces of equipment from each group. It won't be as long as the other parades because the houses are not just in one neighborhood. Alex has stickers to put on your cars if you would like to join us. Trisha Danka said that it will not be a parade, but a “Procession Line”. Initially in the paper it said 1pm, but we will be scaling that back to 11am at the High School for a start. It is 8 miles – about 45 minutes. Look for more information Wednesday or Thursday to come.

**Item #16 – Adjournment**

Motion to adjourn at 9:14pm

Motion: Chris Bowen

Second: Annmarie Drugonis

Vote: 7 – Yes

0 – No

0 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller - Yes

Al Bruno – Yes

Robert VanEgghen – Yes

Chris Bowen – Yes

Submitted by:

*Monica Dimon*

**Monica Dimon**

**Recording Secretary**

Reviewed by:

*W. Kurt Miller*

**W. Kurt Miller**

**First Selectman**

