

COPY RECEIVED
DATE: 7/27/2020
TIME: 2:15 PM
TOWN CLERK'S OFFICE

**Town of Seymour ~ Board of Selectmen
MINUTES
Regular Meeting
Tuesday, July 21, 2020 at 7:00pm
Zoom Teleconference - Call #646-558-8656 – ID# 897 9078 0897**

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

Members Absent: None

Others Present: Bryan LeClerc, Tom Eighme, Tim Connors, Tony Caserta, Bryan Nesteriak, Rory Burke, Jean Falbo

Item #1 – Call Meeting to order

First Selectman Kurt Miller called the meeting to order at 7:03pm.

Item #2 – Pledge of Allegiance

Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Public Comment

None

Item #4 – Approve Minutes from July 7, 2020 Regular Meeting

Motion to approve Minutes from July 7, 2020 Regular Meeting

Motion: Annmarie Drugonis

Second: Trisha Danka

Vote: 6 – Yes

0 – No

1 – Abstain

Trisha Danka – Yes

Robert Findley – Yes

Annmarie Drugonis – Yes

Kurt Miller – Yes

Al Bruno – Yes

Robert VanEgghen – N/A

Chris Bowen – Yes

Item #5 – First Selectman's Report

1. Update on the close of the FY 20 budget.....
 - a. As of today, it stands at a deficit of \$350,000
 - i. As a reminder, we expected to receive a \$300,000 close out grant from the State of CT for CLS that we will not be receiving until the fall
 - b. Board of Education is projecting a surplus of between \$290,000-\$440,000
 - c. So, the worst case..... using the \$290,000 surplus from the BoE, our deficit drops to \$60,000
 - d. Best case, we finish with a balanced budget and allow the BoE to place \$90,000 into a special reserve fund for use as they see fit.
2. Tax collections seem to be trending positive with no noticeable drop off as of yet. Through July 15th

- a. FY 20: collected \$4,687,149 of the \$43,125,104 due or 10.87%
 - b. FY 21: collected \$4,987,091 of the \$43,358,647 due or 11.50% - We are 0.63% ahead from where we were last year
 - c. The increase in tax revenue that we need to collect from FY20 to FY21 is: \$233,543; to date, we are \$299,942 ahead of where we were last year. We are definitely headed in a positive direction. More money comes in at the end of July than the beginning.
3. To be prudent and to make sure we don't run into any issues later in the year, I will be keeping the spending freeze in place. I'll provide you updates as more numbers come in. We still don't know the impact on tax revenues. There has been a large increase in on-line payments.

Item #6 - Discussion & Take Possible Action Regarding Silvermine Road Reconstruction Bid Award

- Kurt Miller said that we got approval for bonding and we had gone out to bid. We finished the bidding process with our Town Engineer, Bryan Nesteriak. In your packets is a letter from Bryan to the Board. Kurt read that letter into the record:

Dear Selectmen:

In June of 2020, the town published a request to procure bids for the reconstruction of various roadways within the Silvermine Industrial Park. Bids were due on July 7, 2020 at which time we had received a total of five bids. All bidders were researched and determined to be capable and qualified to perform the specified work.

Attached to this letter is a summary spreadsheet showing the bid results of each company. The apparent low bidder of the total contract, which is based on unit prices and approximate quantities, is B&W Construction.

Based on our analysis, it is our opinion that the contract be awarded to the low bidder due to the fact that they should be capable to satisfactorily perform this type of work.

Should you have any questions, please do not hesitate to contact me.

Motion to award the Silvermine Reconstruction Bid to B&W Construction as recommended by Town Engineer, Bryan Nesteriak

Motion: Trisha Danka

Second: Chris Bowen

DISCUSSION:

- Bryan Nesteriak said that they did put together a complete bid document and plans for the reclamation and reconstruction of Cogwheel (we already did about half of it last year). This is extending it from the intersection of Progress to Silvermine. We are doing Silvermine from a little past the Thule building to Haddad Road and then we are going to do all of Progress Lane as well. There are also a couple of small improvements we are doing on Silvermine near Route 67 which we have been trying to improve to increase the safety at the Route 67 intersection.
- We went out to bid in June (was originally supposed to be March). On July 7th we received five bids. B&W Construction, A&J Construction, Waters Construction, Grosso Construction & Guerrera Construction. The bid range – low bid was B&W at just under \$1.4 million and the high bidder was Guerrera at just under \$1.8 million. We figured to come in between \$1.5 to \$2 million. We researched

all the construction companies and talked to other engineers and clients and towns with regards to previous jobs. They all had a collection of compliments and all had a bunch of complaints. B&W is a very capable company doing \$30 to \$40 million a year with about 160 employees. They work across the state. In my opinion, they are very capable to do the work and were the low bidder. That's why I recommended B&W for this job.

- Bob Findley asked if we have worked with them before. Bryan said we have not. But the project manager on this project did come from A&J Construction and we have done a lot of work with A&J over the past four years. He moved to B&W about a year and a half ago. I have been assured that he will be on this project. Bob also asked if there was anything else that will be improved on Silvermine Road intersection with Route 67, or is this strictly road work? Bryan said that there will be some improvements. Before all of this, we went ahead and tried to get DOT to improve that intersection because there are some major problems that go on there. We went back and forth with DOT a bunch of times, we had gates in there, we had signal improvements. What we came up with was: an island, some signage, and some striping. That will reduce the movements of trucks, which is 95% of the problem. With what we are proposing, a truck will not be able to turn in from the East (Woodbridge). There is a bunch of signs in the middle of this island that I can believe a truck is going to miss. That is the best we can do other than gating it off, which we had that on the plans, but DOT gave us a lot of static about that. Procedurally that can be an issue too. The intent was to put the signs in and see if it works. If not, we'll take it to the next level. With the island, we should reduce some problems down at the intersection. Another part of this project is putting another island north of the Thule entrance. So, if you are driving down Silvermine Road from Progress, Thule will be on your left. Before you get to Thule there will be a diamond island in the center of the road, small painted yellow, a big sign that says, "No Thru Traffic", "No Trucks". Obviously, if one wanted to, they could go by. Those are the only improvements we are proposing from Thule to Route 67. From the Thule entrance to Haddad is FULL reconstruction.
- Kurt Miller said that this is about \$1.4 million, which leaves us about \$3.6 million to use elsewhere. Bryan said that he had estimated \$2 million for this Silvermine Road project, so we are ahead of the game. Assuming that this is approved tonight, Kurt asked Bryan what the timeline to start and finish the project would be? Bryan said that they were already able to put us on the schedule, so they could probably be out there within the month. For completion, probably the end of October.

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 #7 - Discussion & Take Possible Action Regarding NVCOG Town Planner Agreement

Kurt Miller said that there was an agreement included in your packet from Rick Dunne, the Executive Director of the Naugatuck Valley Council of Governments. We have been in partnership with them for about the last 15 or 16 months sharing a Town Planner with the COG, Town of Seymour, and Town of Oxford. We have been getting very positive results with this program. Jim Baldwin has been asking is we could get more of his time. Oxford is no longer a part of this agreement. We have been able to secure 18 hours/week of the Planner's time at a cost of \$40,603. I can't say enough about how positive this relationship has been. Keith is a regular member of the team, he is here quite frequently, he works very well with Jim Baldwin & his staff, Rory and Tony Caserta. I feel very strongly that we should move forward with this. But we wanted to put this in front of the group where Rory and Bryan can answer any questions you may have.

Motion that the Town of Seymour approve the Agreement between the Town and the Naugatuck Valley Council of Governments for the services of a Town Planner for 18 hours/week at a cost of \$40,603

Motion: Annmarie Drugonis

Second: Al Bruno

DISCUSSION:

- Rob VanEgghen asked if he has been working with the Planning & Zoning & Development? Kurt Miller said yes, he has replaced Bob Looker when he retired. We went six or seven months without a planner and then we were able to enter into this arrangement with the COG which has been extremely successful. Rob asked if we have any idea why Oxford is pulling out. Kurt Miller said he has not spoken to First Selectman Temple, just heard some hearsay – things that Jim Baldwin had gathered. They just have a different state of mind that we have versus Oxford.
- Trisha Danka asked if everyone in the Town is back working full-time (with the pandemic). Is it a good time to be adding a position, even with the COG? Kurt Miller said that Keith has been on staff with us for 15-16 months. We are just renewing a contract and adding hours. At this point, based on the tax receipts, the way they have been coming in, I do not foresee us having to lay anyone off. But I do reserve the right to change that depending on what happens. The Town Planner is a vital part to what we have going on. I think we have seen a lot of improvement in this area. We are much more proactive than we were in the past. Keith works very well in tandem with Jim Baldwin and his team and Timm Willis and the Fire Marshalls’ Office. So, I think it is a worthwhile position. It is budgeted and is not one of the areas that we had listed to be reduced should the need to cut come up due to tax reductions due to COVID. Trisha Danka said she just wanted to be sure that we are not adding hours or adding cost until we know where our feet are going to land. Kurt Miller said that this is something that was asked for during the budget process. We were trying last year to get more hours. The opportunity arose and we took it. The cost would be only an additional \$10,000 which would not be detrimental to the budget. If it is, there are places that we have already identified that are not as important as this position that we can reduce or cut. Positions that are not as important as this position. We are pushing the need for Economic Development and the need for developers to have an easier process and an easier path to making an investment in Seymour. This position plays a very key role in that. We have a lot of positive feedback on how things have changed and the support that Keith has provided to allow that to happen.
- Chris Bowen wanted to point out that he had just started working with Keith before he left the Planning & Zoning Commission last year and the change was like night & day. Keith is very thorough and proactive and worth the additional money. The difference before and after he joined was like night & day.
- Bob Findley just wanted to clarify that this was a shared service with Oxford, and they are no longer going to participate so we are picking up some hours and the NVCOG will absorb the rest. Kurt Miller said yes.

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 Homeland Security Grant

Kurt Miller said that each year since 2008 we have been through this process. He read the Resolution into the Record:

RESOLVED, that the Board of Selectman is cognizant of the Town's application for the Federal Fiscal Year 2020 Homeland Security Grant Program and Memorandum of Agreement regarding Federal Fiscal Year 2020 State Homeland Security Grant Funding and Custodial Ownership of Regional Assets in DEMHS Region 2; and

RESOLVED, that the Board of Selectmen may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security** any and all documents which it deems to be necessary or appropriate in connection with the Grant Program and Memorandum of Agreement; and

FURTHER RESOLVED, that W. Kurt Miller, as First Selectmen of Seymour, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Motion to approve the above Resolution as presented

Motion: Annmarie Drugonis

Second: Trisha Danka

DISCUSSION

- Tom Eighme presented a little background:
 - Has been in place since 2008, annual paperwork
 - Requirement by the State, as required by FEMA for utilizing funding
 - State receives the funding, then divides into the 5 Regions and other projects they support
 - We are in Region 2 (30 municipalities) ALL must submit MOA before any regional funding can be utilized.

We were receiving between \$500 to \$600,000 per year, but we are down to \$100 to \$200,000 this year so its more of a maintenance type of item. We have done a LOT of things collectively as a big group:

- Fire Burn Trailer
- Regional Haz-Mat Team supplies
- Regional Animal Rescue trailers/supplies
- Trailer Mounted electronic signs
- Grabber Hooks for payloaders
- Sandbag loading machines
- Regional State radio projects
- Port Security Programs
- Functional Needs programs
- Regional Shelter Equipment Support
- Incident Management Team
- Fire Accountability Tag System
- Fit Testing Machines used by FD, PD, Health Departments
- Resource Typing – inventory of all assets in the 30-town region
- Training Exercises

It's a group effort – planning program - takes us about two to three months to do our budgetary process – goes from steering committee to REPT – Regional Emergency Planning Team (CEO or designated

Motion to allow the Town of Seymour Municipal Operations Department to enter into a contract with Environmental Systems Corporation for automatic monitoring control systems after review with Town Counsel

Motion: Bob Findley

Second: Chris Bowen

DISCUSSION:

- Tim Connors said that right now CTC does the controls for the Town Hall and Police Department. That was part of the Nosal Construction project and was for a one-year contract. Now that contract is up. The cost for that was about \$6,500/year (just for those two buildings). Bungay School and Seymour High School use ESC. The other two schools use Siemens Controls contracts from when I started. ESC was put into the Public Works and Fire Department contracts through the Johnson Control Project. This is why we wanted to bring everyone onto one system. So, we are dealing with one system instead of multiple systems.
- Tony Caserta said that the cost will mainly come out of the Town Building Maintenance account. One of the reasons we are doing this is that with all the newer systems that we have, we are just finding out how to use these things and how they integrate; how their sensors detect when there is a problem within the system. We have used ESC to actually take a look and review what we've had problems with. We have had good success with them. We are comfortable working with them. We would like to get to the point where we can monitor our systems at least at this point to see and troubleshoot. Eventually we will look to add different data monitors and/or collection devices that will give us more insight and to monitor how efficiently and effectively these systems are working. We are very comfortable with ESC and think we would like to continue the contract with them.
- Kurt Miller said that as we work to bring more and more things together, being able to piggyback on the buying power of the Board of Education certainly does benefit the Town. But when we are looking at staff having to fill in for each other, if the systems are all the same it makes it very easy for the departments to fill in for each other. It is easier for Tim overseeing all the different building.
- Chris Bowen clarified that the previous plan with CTC was \$6,500 for just two buildings. Tim said yes. The increased cost is for the additional buildings. Four buildings total. Tony said that we are also getting additional service with this contract. They will do a complete system review and will provide two physical visits annually plus phone support, and the actual state the new equipment is in and education on how to use it. They will monitor some energy statements for us on an annual basis. Chris Bowen asked if the support is 24/7, 365. Kurt Miller said yes.
- Bob Findley asked if the energy savings reports are going to be generated by them or are, they going to be providing those for us. Tim said they will be providing some initially and then we will be able to do them ourselves.
- Trisha Danka asked how does this overlap with the services provided under the Johnson Control contract? How is this different? Tim Connors said that this is a program that runs our initial system. It's just a high-tech thermostat. It just controls the system. JCI did install the systems in the Public Works Department and Fire Department. Tony Caserta said that these people would just tweak our system to make sure we get the most out of it. Trisha said that she thought that's what Johnson Controls was doing was guaranteeing a certain savings amount based on the controls they put in the buildings. So, I'm not understanding what additional purpose this is for. Tim said that Johnson Controls did the whole solar project and that whole aspect. They have the two systems they put into the Public Works and Fire Department (they put in new boilers and new heater controls). This is the control aspect of those two systems. And this includes two additional buildings (not part of

the Johnson Controls Program) – Town Hall and the Police Department. Kurt Miller said that JCI did not touch certain buildings. This is to add the same controls to the buildings we missed. Kurt Miller said that JCI wanted to add another program that was close to \$1 million (Tim Connors said \$1.2 to \$1.5 million) that we declined to accept as part of the contract. This would be in ADDITION to the yearly service contract.

- Tim said the cost for this is \$13,600 per year.
- Chris Bowen asked if we have any verifiable metric that shows the kind of energy savings from CTC (the current program in place) for our current system. Tim said that going forward, we WILL be able to have this information provided to us (projections of savings).

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 #9 – Appointments

None

Item #10 – Tax Refunds & Abatements

Motion to approve the Tax Refunds & Abatements Report dated 7/21/20 as presented by Susan Boland, Assistant Tax Collector

Motion: Annmarie Drugonis

Second: Chris Bowen

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 #11 – Transfers

None

Item #12 – Correspondence

- We have the check registers.
- Letter from GeoInsights that was sent to the Town Clerk regarding some work that is being done at 15 Franklin Street.
- Second Quarter Reports from Public Works were attached. Tony DePrimo did a fantastic and very detailed job but will be happy to provide more information if requested.
- Memo to the Board of Selectmen (cc Doug Thomas) from the Department of Public Works regarding the hiring of two people – one was a promotion from seasonal employee to full time laborer; and the other was a new seasonal employee.

Item #13 – Public Comment

None

Item #14 – Selectmen’s Public Comment

- Al Bruno – Congratulations to the 2020 Seymour High School Graduates! Heard that the graduation went off without a hitch! Well done! We did have a lot of student input. Glad that they had some type of graduation given the current situation.
- Rob VanEqghen – Echo Congratulations to the 2020 Graduates! And for keeping your spirits up given the current situation! One of my fellow graduates from Seymour High School lives over on Skokorat Street – Jen Rice – congratulations to the Little Free Pantry – making us all proud to be here – she has received many donations. Be Safe – Be Good to Each Other!
 - Kurt Miller – wanted to add that he was at Derby High School for about four hours in the heat – through our State Delegation, Nicole Klarides-Ditria was able to get about 1,300 pounds of fresh vegetables and fruit – open to everyone in the Valley. Went through all of that in just a few hours. Seymour Food Bank was there among many who left with quite a few boxes. The more we can do help others, the better – everyone was smiling and coming together – mayors and Representatives, Senators, all happy to be there!
- Bob Findley – Congratulations to the Class of 2020! Glad they were able to have somewhat of a graduation. Stay safe.
 - Kurt Miller – added that it was a tough thing – just a drive through graduation – not to diminish that at all – a lot of time was spent on this by staff and the Board of Education, parents, service chiefs – it was very much a team effort to pull this off. Great job Town-wide to honor our seniors.
- Annmarie Drugonis – Congratulations to the class of 2020! Glad that you had some type of graduation! Can’t wait to see what you’ll do in the future! Sad to hear about the passing of Bob Kelo. He will be sorely missed in Seymour. He was a great football coach, great baseball coach. Also, a big “thank you” to Nicole Klarides-Ditria, Themis Klarides, and everyone who showed up to help unload and distribute the food. It’s nice to see the Valley come together as one!
 - Kurt Miller – said that Coach Kelo was a great mentor and role model, coach, and teacher. A lot of things he contributed to the community. If I hear of any services, I will pass those along to you. He will be greatly missed. Maybe we can name one of the fields at Seymour High School for him – something to think about.
- Trisha Danka – Congratulations to the Class of 2020 and also shout out to the teachers who helped to make this possible. Also, wanted to remind everyone to not leave any valuables in your cars. Especially in my area – Pearl Street, Grand Street area – there have been many break-ins and thefts.
- Chris Bowen – Congratulations to the Seymour High School and other High Schools in the area graduation Class of 2020! This is the kind of class that we are going to look back on decades from now and say that this class was really forged. They say that the best swords are forged in only the hottest fires. Well, this year was a hot fire. So, Congratulations to all of you! I think over the years you will appreciate just how valuable this experience was for you. Having graduated from Emmett O’Brien, I did not get the pleasure of meeting Mr. Kelo, but always heard stories about him, especially his athletes – kind of treated him like a fire-breathing dragon so now as an adult and a coach, I get it. I get the impact that he had on so many people over the years. My condolences to the entire Kelo and Sponheimer families. Rest in peace.

Item #15 – Adjournment

Motion to adjourn at 8:09pm

Motion: Annmarie Drugonis

Second: Chris Bowen

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

