



TOWN of THOMPSON

Board of Selectmen

Minutes: Regular Meeting

Tuesday, July 7, 2015

West Thompson Fire Department

p. 1 of 10

The Pledge of Allegiance was recited.

First Selectman Paul Lenky called the meeting to order at 7:00 PM.

Present: Kerstin Forrester
Paul Lenky
Shaina Smith

Staff Present: Tina Fox, Recording Secretary

Also Present: Members of the Public

1. Approval of Minutes

a. **Kerstin Forrester moved and Shaina Smith seconded the motion to accept the minutes of the June 16, 2015 meeting with the following corrections:**

1. Page 2, Section 2(a)(3): Clarification that the letter to Dr. Jolin referred to video recordings, rather than just 'recordings.'
2. Page 4, Section 5(h): Clarification that the discussion was whether or not other towns have a policy for use of social media.
3. Page 2, Section 3(c): Clarification that Mr. Beausoleil stated the Town should NOT have gone out to bid for the cleaning service.

Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes

The motion carried unanimously.

b. **Kerstin Forrester moved and Shaina Smith seconded the motion to accept the minutes of the June 18, 2015 9:00 AM special meeting as written.**

1. S. Smith noted that the discussion was quite lengthy but that the minutes were condensed, and made the suggestion that special meetings be recorded from now on.

Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes

The motion carried unanimously.

c. **Shaina Smith moved and Kerstin Forrester seconded the motion to accept the minutes of the June 18, 2015 special meeting as written.**

Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes

The motion carried unanimously.

d. **Shaina Smith moved and Kerstin Forrester seconded the motion to accept the minutes of the June 18, 2015 special meeting at the library as written.**

Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes

The motion carried unanimously.

- e. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the June 26, 2015 special meeting as written.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Abstain
The motion carried.
 - f. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the June 29, 2015 special meeting as written.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Abstain
The motion carried.
 - g. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the July 1, 2015 special meeting as written.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Abstain
The motion carried.
 - h. **Kerstin Forrester moved and Shaina Smith seconded the motion to accept the minutes of the July 6, 2015 special meeting as written.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
 - i. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the July 6, 2015 special meeting as written.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Abstain
The motion carried.
2. Correspondence
- a. K. Forrester presented the following correspondence:
 - 1. Email that addresses energy upgrade financing. K. Forrester stated that she is looking into finding out if it applies to municipalities, because if so, it may be advantageous to pursue it to upgrade the library and Town Hall HVAC systems.
 - 2. Email from Shaina Smith. S. Smith stated that the email was sent to P. Lenky and K. Forrester, dated June 19th, and read the email aloud.
 - a. **Kerstin Forrester moved and Shaina Smith seconded the motion to add 'Discussion of Sign at Library' to Other Business on the agenda.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Ye
The motion carried unanimously.
 - 3. The 2015 Governor's Emergency Planning and Preparedness Initiative Statewide Exercise and Production forwarded from Steve Benoit.
 - 4. Email from Ken Weinstock with a notice of petition to intervene to challenge the ruling that any new employees after 2012 participate in a direct contribution 401(k).
 - 5. Email from two FOIA requests, asking to send electronic copies of the union contract.
 - 6. Letter from the Recreation Commission regarding holiday compensation for the Recreation Clerk and the Recreation Department. K. Forrester suggested talking to Attorney St. Onge regarding the letter.
 - b. S. Smith presented the following correspondence:
 - 1. Flyer celebrating agriculture taking place Saturday, September 26, 2015 at Woodstock Fairgrounds from 9:00- 3:00 PM.
 - 2. NEECOG minutes.

3. Thompson Business Association is still working on their brochure, and is still in the process of getting local businesses to sign up.
- c. P. Lenky presented the following correspondence:
 1. Information regarding the Brooklyn Fair taking place August 27, 2015- August 30, 2015. If the Town Hall has 12 or more participants interested in purchasing advanced tickets, they can sign-up to purchase tickets for \$7.50 per employee.
 2. Interstate Reliability Project information stating that no work has been planned in Thompson for the past couple weeks.
 3. Information from the State Police, Troop D, listing responses.
 4. Memo from the Building Office.
3. Selectmen's Comments
 - a. K. Forrester presented the following Selectmen's Comments:
 1. Contracts with Nextiva and Spectrum were signed, and work should start soon. K. Forrester explained that because of a special promotion that was being run, the total cost for the equipment was reduced to \$2,477 for an upgraded phone, and the warranty was extended from 1 year to 2 years.
 2. The Assistant Town Clerk position has been posted. The Union gave permission to post both internally and externally at the same time. The position was posted in the Shopper's Guide on July 7, 2015, and two weeks prior on the Union bulletin boards in Town Hall and at the Town Garage.
 3. Worker's Comp for Fiscal Year 2016 is in place, and K. Forrester is working with the carrier to establish safety training, which will help to reduce Worker's Comp costs, which increase by 35% each year.
 4. A Benefit's Fair was held at Town Hall on July 7, 2015 for supplemental benefits from various companies that employees pay for themselves.
 5. Interviews were conducted with two candidates in June for the Assessor's Position. One candidate was not qualified; the other was offered the position and did not accept. The BOS held a special meeting to discuss the position, and voted to offer the position to the current Interim Assessor Diana Couture, who was the Assessor in the past. The position will be a permanent part-time position, and a part-time, 15 hour/per week clerk will be hired to assist with some of the work. The **savings** to the Town for hiring an Assessor part-time and hiring the clerk will be \$36,700 salary, plus approximately \$25,000 in benefits. This is a positive step for the Town and its budget, and Diana Couture is a qualified Assessor.
 6. A letter was previously sent to Dr. Jolin and the principal of the high school, asking about having the Communications Academy video record Town meetings. K. Forrester asked if there had been any reply yet, to which P. Lenky answered in the negative.
 7. The Agriculture Commission previously requested funds for a banner. The amount they requested was discovered to be \$24, so they received that amount.
 8. Sally White had asked, under Citizen's Comments, about a house on Thompson Hill repeatedly selling used cars. P. Lenky explained that Alvan Hill, ZEO, addressed the issue. There was only one vehicle on the yard, but Alvan Hill will keep watching the issue.

- b. S. Smith presented the following Selectmen's Comments:
 - 1. In reference to the latest state police report, S. Smith brought up the idea of having Neighborhood Crime Watch come to the Town and hold a workshop for the citizen's.
 - 2. Previous meetings showed that S. Smith was absent for a union contract meeting, but the union contract was signed by S. Smith on July 7, 2015.
 - 3. The agenda for the July 7, 2015 meeting included Appointment of Logan Miller to the Special Fire/Police, and the BOS previously voted against this appointment.
 - a. K. Forrester explained that there has been new information presented, that the appointment would be strictly for certification purposes, and that Logan Miler would not act as fire/police for the Town.
 - 4. S. Smith asked P. Lenky if he met with Attorney St. Onge regarding the Zoning Enforcement Officer (ZEO) position.
 - a. P. Lenky stated that Attorney St. Onge advised that the ZEO reports to the Planning and Zoning Commission (PZC), and any disciplinary action is done by the First Selectman or Board of Selectmen.
 - 5. S. Smith asked if summer help for Leo Adams had been hired yet.
 - a. K. Forrester explained that a job description was developed and sent to the high school, and one qualified person applied and was given the job.
- c. P. Lenky presented the following Selectmen's Comments:
 - 1. A letter from Dianna Rebello was read, wherein she stated that the minutes for the June 18, 2015 meeting went up on the website on July 6, 2015, and were posted in a timely manner at the Town Clerk's office.
 - 2. RFP's for the Belding Environmental Study will be going out for bid July 10, 2015. The amount was \$250,000.
 - 3. Plans are under review by the State for the Quaddick Road Bridge. Once the State approves the plans/makes adjustments, an RFP can go out for the project.
 - 4. On July 16, 2015, at 3:00 PM, a meeting is planned with Mae Flexer and Danny Rovero about economic development in Thompson.
 - 5. Mike Licamele wrote a letter thanking PZC for their approval, and noting that he had a lot of help from the Director of Planning and Development, Mary Ann Chinatti.
 - 6. A notice from Marla Butts was received, stating that the Marianapolis Sewer project came to a halt because a drill bit was stuck.
 - 7. The Dunkin Donuts and Dollar General projects will be continuing at the July 27, 2015 PZC meeting, where a public hearing will be held.
 - 8. There has been discussion with the Department of Transportation regarding revamping the intersection at Route 12 and Buckley Hill Rd.
 - 9. There is a meeting with the Highway Commission for a proposed on and off ramp on route 193.
 - 10. There was a meeting on June 29, 2015 with Senator Richard Blumenthal. There will be another meeting in August in Thompson.
 - 11. Eversource has a Bright Idea Grant for \$5,000 to be awarded to the Town of Thompson to be used for energy efficiency, window replacement, insulation, air conditioner upgrades, etc.
 - 12. The Hazardous Waste Day was very successful. Winston Avery will be providing the final numbers/information, and there will be a plan to establish another Hazardous Waste Day in 2 years.

13. The Last Green Valley has a \$2,500 grant that would be useful for the school for upgrading their communications program.
14. Regarding the purchase of the over-the-guardrail tractor to be reimbursed by Eversource, a Town Meeting will be held soon. P. Lenky explained that while the Town makes the initial purchase, Eversource will reimburse the Town for the full amount over the course of 5 years.

4. Citizen's Comments (Limit 3 minutes)

- a. Sharon Recore, 46 Townes Lane, gave her compliments to everyone participating in the Hazardous Waste Day. She stated that she brought a letter, which was a complaint against the ZEO, to the Selectman's Office. On June 2, 2015, the letter was read at a BOS meeting and no comments were made, and she was informed the letter would be passed on to PZC. At the June 22, 2015 PZC meeting, the letter was not on the agenda. When S. Recore asked why, Greg Lee, PZC Chairman, stated that he had never seen the letter. S. Recore stated that on June 27, 2015, the First Selectman informed her that he gave her letter to the ZEO with instructions to deliver it to PZC. S. Recore asked if there is a policy or procedure as to how a written complaint is handled, and if the person who wrote the complaint ever gets acknowledged.
 1. K. Forrester explained that the letter was given to John Rice, PZC Secretary, shortly after the Board received it. She explained that the First Selectmen, herself as the Personnel Representative, and John Rice spoke to the ZEO to discuss the letter. There is a verbal warning in his file that came along with two other complaints. K. Forrester explained that the procedure states that when a first complaint is received, there is a verbal warning; a second complain leads to a written warning; and a third complaint results in dismissal. P. Lenky added that PZC had an Executive Session at their meeting to discuss the issue and spoke to Alvan Hill about it.
- b. Cathy Thomas stated that the Assistant Town Clerk position is not like an assistant in the Tax or Assessor's office, and that she doesn't understand where the BOS is getting its authority to hire for that position. She stated that statute dictates how the position is filled. Mr. Barske (current Town Clerk) can appoint someone, but that appointment is not guaranteed after the new Town Clerk is elected. She stated that the BOS is looking at hiring somebody, and there is a chance the New Town Clerk won't appoint them. She suggested the BOS look into bringing someone in who can train after the next election.
 1. K. Forrester explained that the Assistant Town Clerk is a union position, so it has to be posted per union requirements.
- c. Paul Baer brought up the Starr Rd./forged document issue. He stated that he cautions the BOS from making assertions that certain people could have had access to the document. Regarding the budget, he stated that it is disingenuous to tell taxpayers that their taxes aren't going up because their property values are going down. Regarding the ZEO complaint, he stated that there were three complaints, and they should not have all been pushed together and called one complaint just because they all came at once.
- d. Don Pimental, 40 Starr Rd., stated that he noticed the Board addressed a Citizen's Comment from the previous meeting, but did not address his. He stated that if neither P. Lenky nor K. Forrester answers his questions, then S. Smith should. He stated that you (the BOS?) handed his father a document a few weeks ago that didn't match the one that he himself received, and that it seems this issue needs to be solved soon.

- e. Ken Beausoleil, Walker Dr., stated that there are two more locations in Thompson that are selling used cars, and the ZEO has authority over the situation. He also stated that there has been activity at the old TEEG building on Main St., and that a motorcycle group has been looking at it. He stated that the building is uninhabitable, and before anything is done, there has to be a discussion by the Board.
 - 1. P. Lenky explained that a Veteran's Club asked about the TEEG building, and they were told there was nothing they can do with it. He stated that the Club was allowed to look at the building.
- f. Kevin Walsh, Blain Rd., asked where the Veteran's Club got a key to the old TEEG building, to which P. Lenky answered that he believed it came from the Highway Superintendent. K. Walsh stated that it was his understanding that the building belonged to the Tourtellotte Trust. P. Lenky answered that the building is not for sale, but he didn't want to stop people from looking at it for possible future plans. K. Walsh stated that there is no reason for anyone to go in and look at the building. K. Walsh asked if the cutting of the trees is finished at the school, and added that it looks like a mess. P. Lenky answered that his understanding was that the project was finished. K. Walsh stated that he asked at the previous meeting whether or not the Board would do anything about the Starr Rd. situation, and added that the BOS has a responsibility to the citizens of the Town to see that it is properly addressed. He stated that he cannot believe that it is such a mystery, and that it is so complex and deep that it cannot be rectified. He explained that if the Board is not going to do anything, then there are other avenues.
- g. Kathleen Herbert, Wilsonville Rd., stated that a company was hired to cut the trees at the school based on a safety survey and study done via a grant. The study suggested the lumber be cut for a site line. The company hired to cut the trees has completed their part of the project, and now Bill Birch and his men are cutting down stumps and cleaning up when they have time, so that it doesn't look like such an eyesore. She added that the work continues, but that the project has nothing to do with the BOS.
- h. Sharon Recore, 46 Townes Lane, asked if there is an expiration time-line on complaint letters. K. Forrester answered that there is no expiration. S. Recore asked for a copy of the policy.
- i. Wayne O'Brien, 108 Fabyan Rd., asked if the school ordered the cutting of the trees, then who got the money for the selling of the logs. Kathleen Herbert answered that they paid to have the trees cut down and were not compensated for the logs. W. O'Brien asked who on the school board authorized that, specifically how they got authorization to spend Town money when that company usually buys logs. P. Lenky answered that grant money paid for the project.
- j. Kevin Walsh, Blain Rd., stated that because P. Lenky is the Town CEO, he should speak to the Board of Education (BOE) about this matter.
- k. Paul Baer, Thompson Rd., stated that contracts with the Town have been entered numerous times where the company/person was not required to fulfill the contract. He stated that the logs had value, and that Bill Witkowski said the logs remained the property of the company. He added that now the Town is paying BOE employees to go up and clean the mess. He stated that the company the Town contracted with for the website was able to walk away, and that a policy needs to be developed where someone is in charge of making sure contracts are fulfilled.
- l. Wayne O'Brien, 108 Fabyan Rd., asked when the BOE meets. Kathleen Herbert answered that it would be Monday, July 13, 2015 at 7:00 PM at the school.

- m. Ken Beausoleil, Walker Dr., stated that this type of project (cutting of the trees at the school) does need BOS approval, and the BOE should be put on notice of that so that this does not happen again.
 - n. Wayne O'Brien, 108 Fabyan Rd., stated that P. Lenky is the First Selectman and Dr. Jolin is the Superintendent of the school. He asked if Dr. Jolin made the decision to cut all of the trees without anybody knowing.
5. Beautify in Blue Campaign
- a. S. Smith presented a letter requesting Thompson participate in the Beautify in Blue Campaign, which would largely consist of placing ribbons and signs throughout the Town. She explained that she is a pain ambassador for a non-profit organization.
 - b. K. Forrester stated that S. Smith should mention that S. Smith is on the Board of Directors for the organization, and that it is not a 501(c)(3). S. Smith answered that the organization is a 501(c)(3). S. Smith also stated that she is the Director of Ambassadors, oversees the volunteers, is listed on the Board of Directors, and has been in that position since 2013.
 - c. K. Forrester suggested asking Attorney St. Onge for clarification because of a possible conflict of interest. P. Lenky agreed, and the discussion was tabled for clarification.
6. September Pain Awareness Month Proclamation Request
- a. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the September Pain Awareness Month Proclamation Request.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
7. File Access Procedure Document
- a. S. Smith requested that this discussion be tabled until the next meeting.
 - b. **Kerstin Forrester moved and Shaina Smith seconded the motion to table discussion of File Access Procedure Document.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
8. Open Bids for Road Paving
- a. The following bids were opened for the paving/reconstruction of the Lots and part of Reardon Rd.:
 - 1. Fuller Fine Grading & Paving, Marlborough, CT: \$314,000 for Reardon Rd., and \$347,000 for the Lots.
 - 2. Charles Pasteryak Jr., Inc, Lisbon, CT: \$247,050 for Reardon Rd., and \$411,190 for the Lots.
 - 3. All States Asphalt, Inc., Sunderland Mass: \$368,319 for Reardon Rd., and no bid for the Lots.
9. System Solutions Contract
- a. S. Smith asked if there is some sort of system at Town Hall to track how many hours Chris Nelson of System Solutions is coming in. P. Lenky answered that if someone has a problem, they have to contact the Selectman's office so that Dianna Rebello can contact C. Nelson.

- b. K. Forrester stated that C. Nelson is very liberal when he charges, and that he seldom charges the Town when he works from home. He has been told to not come in unless someone from the Selectman's office calls. She suggested D. Rebello set up a log and keep track of when she calls and when C. Nelson comes in.
- c. **Kerstin Forrester moved and Shaina Smith seconded the motion to accept the System Solutions Contract.**
 - 1. S. Smith suggested reading the contract and/or amounts aloud.
 - 2. For desktops and printers:
\$65 per hour Monday-Friday, 7:00 AM-10:00 PM, and Saturday 7:00 AM- 3:00 PM. \$80 per hour for Sundays, holidays, and after hours.
For network, servers, and back-up:
\$85 per hour Monday-Friday, 7:00 AM-10:00 PM, and Saturday, 7:00 AM-3:00 PM. \$95 per hour for Sundays, holidays, and after hours.
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes**The motion carried unanimously.**
- d. K. Forrester read a letter from C. Nelson aloud that mentioned a security issue at Town Hall. The letter explained that folders on the server containing documents can be viewed by almost anyone in Town Hall.
- e. **Shaina Smith moved and Kerstin Forrester seconded the motion that Christopher Nelson makes necessary changes to limit access to those folders to the department and department individuals respectively, and to the Town Selectman and Administrator of the network.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.

10. Website Questionnaire Results

- a. K. Forrester stated that 10 questionnaires were presented, but that there was at least one missing because she herself submitted one that was not included in the final presentation for some reason. She stated that very few people identified themselves and that the questionnaire is very limited. K. Forrester explained that she would not draw conclusions from the questionnaire other than the need for department heads to update their own pages, and that there be an interactive calendar. She suggested sending a survey out to the public to ask what they use the website for, what is important to them, and when they use the website.
- b. S. Smith suggested utilizing an online survey, and having hard copies at Town Hall.

11. Appointment: Logan Miller- Special Fire/Police

- a. **Kerstin Forrester moved and Paul Lenky seconded the motion to appoint Logan Miller to Special Fire/Police.**
 - 1. K. Forrester clarified that Logan Miller will not be used for Town Fire/Police, but only for the Fire Department.
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes**The motion carried unanimously.**

12. Road Updates

- a. P. Lenky stated that Buck Hill Rd. was supposed to be finished July 7, 2015. He explained that mowing will be done on the West side of Town. The Selectman's office will be working on a spreadsheet for the bids for the Lots and Reardon Rd. He also added that there will be work done on parts of Fabyan Rd., Linehouse Rd., and Azud Rd.

13. Other Business

- a. Discussion of Sign at Library
 - 1. S. Smith explained that she suggested posting a sign at the library, presenting a suggested sign that read "Private Property: no skateboards, bicycles, dogs, loitering. All offenders will be prosecuted to the full extent of the law." She suggested the sign also say "No Smoking" or having a separate sign for that purpose. She stated that she witnessed a teenager jumping off the cooling tower at the library, as well as other incidents. She explained that the sign is mainly to deter anyone from getting hurt.
 - 2. K. Forrester and P. Lenky agreed that a sign would be appropriate. K. Forrester suggested the "No Smoking" component be on a separate sign, and that the smoking policy at the library needs to be looked into, adding that the smoking policy at Town Hall is that it cannot be done within 20 ft of the building.
 - 3. S. Smith suggested removing "No Dogs" and "Private Property" from the suggested sign, and stated that she will contact Leo Adams to pursue the purchasing/creating of the sign.

14. Citizens' Comments on Agenda

- a. Don Pimental, 40 Starr Rd., asked why S. Smith being on the Board of Directors of the non-profit organization is a conflict of interest. He also asked if Chris Nelson being on PZC is then a conflict of interest. K. Forrester answered that it is for S. Smith's protection to ask Attorney St. Onge about a conflict of interest. P. Lenky stated that he will ask Attorney St. Onge about the possibility of a conflict of interest given that Chris Nelson is on PZC .
- b. Joe Gaucher, 519 Riverside Dr., in regards to the possible sign at the library, stated that they have started going over the hill, and they speed right through there. He stated that if somebody comes around that corner, you're going to hit them.
- c. Paul Baer, stated that if tax bills haven't gone out yet, website questionnaires can be mailed out with the tax bills. He asked if the Town is for or against the employee 401(k) deal. K. Forrester answered that it was approved in the last union contract that new hires would be a part of the 401(k). P. Baer asked who pays for maintenance and repairs, regarding the Eversource contract. P. Lenky answered that the host town pays for maintenance and repairs, but the supporting towns pay a fee to use the equipment. P. Baer stated that he agrees with K. Forrester regarding getting citizen's input on what the citizen's want to see on the website.

15. Tax Refunds

- a. **Shaina Smith moved and Kerstin Forrester seconded the motion to approve the following tax refunds:**
 - 1) Cab East, LLC: \$87.80

Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes

The motion carried unanimously.

16. Adjourn

- a. **Kerstin Forrester moved and Shaina Smith seconded the motion to adjourn.**

Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes

The motion carried unanimously.
- b. First Selectman Paul Lenky adjourned the meeting at 8:43 PM.

Tina Fox
Recording Secretary