



## SELECTMEN'S MEETING May 20, 2008

The Board of Selectmen held a Selectmen's Meeting on Tuesday, May 20, 2008, at 7:30 p.m. in the Merrill Seney Community Room.

**PRESENT:** Lawrence K. Groh, Jr., First Selectman; Sarah F. White, Selectman; Kathleen A. Hiatt, Selectman; Alison Boutaugh, Library Director; Leo Adams, Director of Public Works; John Rice; Joseph Gaucher; Robert Werge; Carolyn Werge; Al Landry; Kevin Walsh; Donna Fournier; Melissa Davis; James Esslinger – Worcester Telegram & Gazette; other concerned citizens

### APPROVAL OF MINUTES

*Motion made by Ms. Hiatt, seconded by Mr. Groh, to approve the minutes of the Selectmen's meeting of May 6, 2008 as presented.*

*Amended motion made by Ms. Hiatt, seconded by Mr. Groh, to approve the minutes of the Selectmen's meeting of May 6, 2008 with one correction.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>

### CORRESPONDENCE

- Mr. Groh presented correspondence from the Tax Collector in regard to signing the appropriate forms for the tax abatement approved at the last Selectmen's meeting for the Furno property that was transferred to the Town.
- Mr. Groh presented correspondence from the Quinebaug Volunteer Fire Department in regard to the ribbon-cutting ceremony scheduled for June 1, 2008. Mr. Groh stated that he will not be able to attend and that he has already notified Joseph Donovan. Mr. Groh said that hoped there would be representation from the Board of Selectmen that day.
- Mr. Groh presented correspondence from the State of Connecticut in regard to Notices of Violation for ground water monitoring at the Transfer Station and the Highway Garage.
- Mr. Groh presented correspondence from the VFW in regard to the Memorial Day Parade on May 26, 2008 that starts at 9:00 a.m. Mr. Groh read that the VFW and the American Legion will also be visiting cemeteries in Thompson after the parade.

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- Mr. Groh presented correspondence from Ms. Fournier and Ms. Davis thanking the Board for allowing them to voice concerns about the issues on Route 200.
  - Mr. Groh presented correspondence from the Connecticut State Police in regard to monthly calls for service. Miss White asked if the report reflects an increase in the number of burglaries in Thompson.
  - Mr. Groh presented the sample ballot for the budget referendum. Miss White asked if the Board of Finance decided to put any advisory questions on the ballot and Mr. Groh stated that the decision was made to not add advisory questions.

#### **SELECTMEN'S COMMENTS**

- Mr. Groh commented that he is looking into writing a policy in regard to fees and how fees will be applied. Mr. Groh stated that he will ask the Board to review and approve said policy once it is created.
- Mr. Groh commented that he is looking into writing a policy in regard to replacement of mailboxes when they are damaged during a snowstorm. Mr. Groh stated that he will ask the Board to review and approve said policy once it is created.
- Mr. Groh commented that he did speak with Mr. Carrey at the State in regard to the issues on Route 200 and he referred Mr. Groh to another person in Traffic Control. Mr. Groh stated that the State has started a study on Route 200 and implemented traffic counts.
- Mr. Groh commented that the department heads were asked to give grant information to the Director of Planning & Development to be entered into the grant spreadsheet.
- Mr. Groh commented that the Annual Town Meeting was held last night in the School Auditorium and that it was wonderful. Mr. Groh stated that the facilities were nice and the acoustics were great. Mr. Groh also reminded the audience to vote on May 29<sup>th</sup>.
- Ms. Hiatt asked the audience to be safe during the first summer holiday.

#### **CITIZENS COMMENTS**

- Mr. Landry commented that now that the auditorium is open that it is supposed to be an emergency shelter. Mr. Landry asked if this opens up an opportunity to create some more office space at the Town Hall. Mr. Groh stated that there is a potential but that the school building project is not totally complete yet.
- Mr. Landry commented in regard to the burglaries and that a boy noticed that there was a car that didn't belong and pointed it out to his mother and that the citizens contacted the State Police.

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- Miss White asked if the ribbon cutting event for Quinebaug Firehouse would activate it as an emergency shelter. Ms. Hiatt stated that the Quinebaug Firehouse has always been an emergency shelter but that the new firehouse offers better facilities.
  - A concerned citizen commented that the Town Meeting was not publicized on the Town's website.

### **CONNECTICUT STATE LIBRARY PERSONAL SERVICE AGREEMENT RESOLUTION – ACTION REQUIRED**

Mr. Groh asked Ms. Boutaugh to expand on the public service agreement. Ms. Boutaugh presented information in regard to the Library's invitation to participate in a prestigious grant opportunity. Ms. Boutaugh stated that they are one of three libraries in the state invited to participate. Ms. Boutaugh stated that the granting organization's goal is to bring in math and reading skills into the Library environment. A brief discussion followed.

*Motion made by Ms. Hiatt, seconded by Mr. Groh, that the Board of Selectmen sign the Resolution of the Municipal Governing Body as presented in front of us today which empowers Lawrence K. Groh, Jr., First Selectman, to execute and deliver in the name and on behalf of this organization a certain contract with Connecticut State Library, State of Connecticut, to serve as a pilot for mixing in math projects.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

Discussion on Motion: Miss White questioned the requirement by the State to adopt the State's sexual harassment policy. Miss White also stated that it is her understanding that adults at the Library are allowed to use Library computers to view porn online. Ms. Boutaugh stated that this is a misinterpretation of the Library's policy and that if the staff observes inappropriate content being viewed, they are authorized to ask the patron to close the screen and that continued attempts to view inappropriate content would result in the revocation of computer privileges.

### **CONNECTICUT STATE LIBRARY NONDISCRIMINATION CERTIFICATION – ACTION REQUIRED**

Mr. Groh explained that the Town has already signed a nondiscrimination certification required by the State of Connecticut.

*Motion made by Ms. Hiatt, seconded by Miss White, that we forward the resolution that was signed by the Thompson Board of Selectmen and attested to on January 29, 2008 to fill the requirement as listed by the Connecticut State Library.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>

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## **TOWN HALL ADA PROJECT ARCHITECTS AGREEMENT – ACTION REQUIRED**

Mr. Groh explained that this item was tabled from the Special Selectmen's meeting on May 16, 2008.

*Motion made by Ms. Hiatt, seconded by Mr. Groh, that we approve the recommendation by the Director of Planning to award to CME Architecture the contract for drawing up the construction documents for the ADA project at Town Hall with the note that in spite of his efforts, CME was the sole bidder on the contract.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-No</i>

Discussion on Motion: Miss White stated that she had some questions on the scope of services. Miss White stated that on the first page, one of the deliverables is the schematic design plan and that it was her understanding that CME has already created that when they assisted the Town in writing the grant. Miss White stated that she is wondering if the Town is being charged twice for the schematic. Mr. Groh stated that the Director of Planning & Development said that there was a conceptual design, that this would be a more in-depth design. Miss White stated that on the second page, it is assumed that the Town would advertise for the bids and if funding was in the budget for this. Miss White also stated that the Town's representative would review bids and contractor qualifications and that it would be proper for the bid review to be presented to the Board of Selectmen. Miss White also expressed concerns in regard to the bidding and negotiations being done by the Town's representative. Miss White expressed concerns in regard to task three, item number six, Produce Letter of Intent and Notice to Proceed. Miss White asked if this is normal and that this is unclear. Miss White also expressed concerns in regard to task four, item six, and that it doesn't say how many or when in regard to progress reports submitted to owner. Miss White also expressed concerns in regard to the attendance to 10 weekly siting inspections. Miss White also expressed concerns in regard to the last assumption, "existing building utilities and services have been assumed to be adequate to carry the new loads." Miss White asked if loads referred to electrical requirements. Miss White also expressed concerns in regard to additional billing for meetings above and beyond what is listed in the scope and any other services not specifically defined. Ms. Hiatt stated that she interprets that as contracting language that if you try to squeeze blood out of a turnip that they are going to charge us. Mr. Groh stated that he thinks this is standard language in almost any contract and that if the Town requires something that is not in the contract, then the Town will be charged for it. Ms. Hiatt suggested that the Director of Planning & Development go back to the bidder with the questions that Miss White presented.

## **GREEN VALLEY INSTITUTE GRANT PROPOSAL – ACTION REQUIRED**

Ms Hiatt explained the grant proposal to the Board and the audience which encompasses purchasing a marker of some type identifying the center of the different villages in Thompson. Ms. Hiatt stated that the Director of Planning & Development is requesting that the Board approve the proposal conceptually. Miss White suggested having the Thompson Historical

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Society review the grant proposal and that the Director of Planning & Development work closely with them. Miss White expressed concerns in regard to duplication of effort. Miss White also expressed concerns in regard to a higher level of government having some requirements and dictating some things when some of this either already has happened or there are plans in motion to do similar things. A brief discussion followed.

*Motion made by Ms. Hiatt, seconded by Mr. Groh, that the Board of Selectmen formally support the concept of village recognition and that we instruct the Director of Planning & Development to further develop this idea with the coordination of the Historical Society and present us with a more flushed out plan.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

Discussion on Motion: Miss White stated that she would be all for it if it weren't part of the State. Ms. Hiatt stated that the motion gives him conceptual support but doesn't give him approval to go for the grant. Ms. Werge stated that the Green Valley Institute is under the auspices of the Quinebaug Shetucket Heritage Corridor which receives federal funding. Miss White stated that this makes it more onerous.

#### **TRI-STATE TREK ACKNOWLEDGMENT – ACTION REQUIRED**

Mr. Groh presented an acknowledgement form from the Tri-State Trek in regard to the bicycle ride charity. Mr. Groh stated that the Town has already received a certificate of insurance from the Tri-State Trek.

*Motion made by Ms. Hiatt, seconded by Miss White, that the First Selectman sign this letter of acknowledgement so that they can process the appropriate permits for their Tri-State Trek in support of Lou Gehrig's disease.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>

#### **REQUEST FOR COMPENSATION FOR TRAINING BY REGISTRARS OF VOTERS – ACTION REQUIRED**

Ms. Hiatt presented the applicable State Statutes in regard to compensation for Registrars. Ms. Hiatt stated that she spoke with Ms. Temple and that Ms. Temple requested a copy of the statutes and any questions from the Board. Ms. Hiatt said that Ms. Temple recommended adding this item to the agenda for the next meeting to give her time to research this.

*Motion made by Mr. Groh, seconded by Ms. Hiatt, to table this agenda item until June 3<sup>rd</sup>.*

<i>Mr. Groh</i>	<i>-Yes</i>
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<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

### **JOB DESCRIPTION FOR ZONING ENFORCEMENT OFFICER - DISCUSSION**

Mr. Groh presented the job description for the Zoning Enforcement Officer. Mr. Groh explained that the Board was asked to review it at the last Selectmen's meeting. Miss White asked why we are doing this. Ms. Hiatt stated that there is no job description for the Zoning Enforcement Officer.

Ms. Hiatt commented that the general language included in other job descriptions in regard to computer skills and customer service should be added. Miss White suggested eliminating the requirement for a four-year degree under minimum qualifications. Miss White suggested a two-year technical and/or 10 years of experience that exhibits credible knowledge at the same level. Mr. Rice agreed. A brief discussion followed. Ms. Hiatt stated that she would send her input to Ms. Levesque for distribution. This item will be placed on the agenda for the next Selectmen's meeting.

### **GRANT SPREADSHEET - DISCUSSION**

Mr. Groh presented an updated grant spreadsheet from the Director of Planning & Development. Miss White said that it looks super and that it would be a useful tool. Miss White suggested adding personnel costs under future costs. A brief discussion followed. Mr. Groh stated that the Board will routinely receive updated spreadsheets.

### **1345 RIVERSIDE DRIVE RECYCLING MATERIALS – DISCUSSION**

Mr. Groh explained that this is a suggestion from Ms. Hiatt to look at the materials on the property located at 1345 Riverside Drive. Mr. Groh explained that there are some metals inside that could be recycled.

*Motion made by Mr. Groh, seconded by Ms. Hiatt, to add in other recycling of materials in Town to this agenda item.*

<i>Mr. Groh</i>	<i>-Yes</i>
<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

Mr. Groh also explained that there are metals at the Highway Garage that could be recycled as well. Mr. Adams explained that there is some old equipment/ vehicles that could be sold as scrap metal and receive more money than if sold at auction. A brief discussion followed. Mr. Groh explained that the disposal of any property worth more than \$1,000.00 must go through the Planning & Zoning Commission for approval.

*Motion made by Miss White, seconded by Ms. Hiatt, that we liquidate any non-operable hulks of metal as soon as possible in an effort to clean up and turn them into cash.*

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<i>Miss White</i>	<i>-Yes</i>
<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>

Discussion on Motion: Ms. Hiatt suggested that a list be maintained documenting what was sold and the estimated value.

## **LITTLE POND ROAD IMPROVEMENTS – DISCUSSION**

Mr. Groh presented a memo from the Director of Planning & Development in regard to pursuing funds for the Little Pond Road Improvement issue. Mr. Groh presented a letter he sent to Attorney Glaser, who represented Gwendolyn Parker approximately five years ago. Mr. Groh also presented a letter he sent to Commissioner Gina McCarthy of the Department of Environmental Protection. Mr. Groh explained that he spoke with John Folsum from the DEP in regard to possible availability of funds. A brief discussion followed.

Mr. Nalewajk commented that it would be very difficult for a private entity to enforce a taxing district. Another brief discussion followed.

Miss White stated that the Town owns in the vicinity of 112 parcels of land around Little Pond with a total assessed value of approximately \$168,500.00. Miss White suggested looking into liquidating parcels of land that aren't earning any taxes. Miss White said that there is potential for all kinds of things whether or not it would be appropriate in the future to use that to backfill funds for the maintenance or even a little trust fund for Little Pond. Ms. Hiatt requested a map showing where the parcels are located. Miss White asked if she, the Assessor and maybe some of the Little Pond residents could meet at the Town Hall and review this.

Ms. Hiatt asked for someone to do research on the procedures to accept Town roads that were previously private. A brief discussion followed.

Ms. Werge questioned if there was a policy on the sale of Town property. Ms. Levesque stated that there was a consensus by a previous board but no vote was taken. A brief discussion followed.

## **OTHER BUSINESS**

Miss White made a statement in regard to civility and safe driving in Town. Miss White said that she has been thinking about this for a number of years. Miss White proposed something akin to a town campaign that brings attention to the matter of civility on the road and safe driving within speed limits. Miss White suggested having a public meeting and inviting the new Troop D Commander or devoting a portion of a Selectmen's meeting to this matter. Miss White also suggested forming a committee of residents with an advisor from Troop D. Miss White stated that this would take work and dedication from various people in town including volunteers and staff and that maybe there would be funds available for this initiative. Miss White made other suggestions including identifying high-traffic connector roads. A brief discussion followed. Ms.

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Hiatt stated that this was a great idea. Mr. Groh also agreed and asked Miss White to head the initiative.

Mr. Rice inquired about the proposed ordinance for easements on Town property for private utilities. Mr. Groh stated that it has been forwarded to the Ordinance Committee for review and comment.

Mr. Adams reminded the audience that the Hazardous Waste Collection Day will be held on June 21<sup>st</sup> at the Highway Garage.

**ADJOURN**

*Motion made by Ms. Hiatt, seconded by Mr. Groh, to adjourn the meeting at approximately 9:35 p.m.*

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

Recorded and transcribed by:  
Tonya Levesque