

**BOARD OF SELECTMEN REGULAR MEETING**  
**March 20, 2012**

A regular meeting of the Board of Selectmen was held on Tuesday, March 20, 2012 in the Selectmen's Conference Room.

Members present: First Selectman Michael Criss, Selectman Jon Truskauskas, and Selectman Frank Chiaramonte.

Attendees: Ellie Woike, Sal Bonola, Girvice Archer, Wes Seixas, Myrna Watanabe, Peter Thierry, Don Truskauskas, Sunny Torres.

**Call to Order**

Mr. Criss called the meeting to order at 7:00 p.m.

**Minutes of the Previous Meeting**

Mr. Truskauskas moved to approve the minutes from the meeting held on March 6, 2012 with the following amendments: Mr. Truskauskas wanted the minutes to reflect his opinion that he does not want to set a precedent of using surplus money for repairs at the school rather than returning a portion of the surplus to the town. Under correspondence it should read- Mr. Truskauskas brought the two names before the Board. Mr. Criss seconded.

**Public Participation**

Regarding the review of the letter of intent, Don Truskauskas stated that use of the property should be included in the lease for the Zoning Commission when it comes before them for review.

**Appointments and Resignations**

Mr. Criss received a letter of resignation from Sabrina Janco. She resigned from the Planning Commission.

Mr. Truskauskas made a motion to add Everbridge System to the agenda. Mr. Chiaramonte seconded. All were in favor.

**New Business**

Everbridge System:

A letter was received from Emergency Management Director, Vinny Wheeler. The State of Connecticut Homeland Security grant runs out March 31, 2012. To keep the system running through July 1, 2012 a fee of \$392 will be required. Mr. Chiaramonte moved to approved allocating \$392 to Everbridge. Mr. Truskauskas seconded. All were in favor. The matter will now go before the Board of Finance.

Request for Refund of Property Tax:

Mr. Truskauskas moved to approve the following tax refunds: David Berardinell, \$53.13, David G. Goldberg, \$100.57, Timothy G. Wollman, \$161.52, Biondi Realty LLC, \$1,118.40. Mr. Chiaramonte seconded. All were in favor.

Changes to Tax Office policy:

Tax Collector, Beth Hamel, requests approval from the Board to amend the tax office policy section titled Collection Enforcement. The change will allow her to collect back taxes more effectively. Other amendments to the policy were reviewed. Mr. Chiaramonte moved to approve the changes to the tax office policy. Mr. Truskauskas seconded. All were in favor.

Review Letter of Intent to Lease Harwinton House to Harwinton Historical Society:

The Historical Society is seeking approval of the letter of intent to lease the Harwinton House from the Town. Once the letter of intent is approved, it will allow the Society to pursue grants for the house. Mr. Truskauskas moved to schedule this item for the next meeting so that he may review it. Mr. Chiaramonte seconded. All in favor.

Set Date and Call for Annual Town Meeting:

The Annual Town Meeting will take place on April 10, 2012. Attorney Rybak read the call as follows-

1. To hear reports of any town officers, departments, boards and commissions.
2. To authorize the Board of Selectmen and the Town Treasurer, with the approval of the Board of Finance, to engage in short-term borrowing on the credit of the Town and to issue tax anticipation notes on a tax-exempt basis to defray Town expenses.
3. To authorize the Board of Selectmen to enter into Town Aid highway agreements with the Commissioner of Transportation for the construction, improvement and maintenance of Town highways under C.G.S. Chapter 240, Part IIa.
4. To authorize the Board of Selectmen to apply for and receive any state or federal grants for the benefit of the Town, provided that any commitment of municipal funds shall be approved in advance by the Board of Finance, and if necessary, a town meeting.
5. To elect to the Harwinton Inland Wetlands and Watercourses Commission two (2) members to serve full terms until the 2014 annual town meeting and two (2) alternate members to serve full terms until the 2014 annual town meeting.
6. To elect to the Harwinton Public Library Board of Directors three (3) members to serve full terms until the 2017 annual town meeting.
7. To elect to the Harwinton Water Pollution Control Authority three (3) members to serve full terms until the 2014 annual town meeting.
8. As recommended by the Board of Finance, to authorize a supplemental appropriation in the amount of \$24,025.00 from general fund surplus for the current fiscal year for the purchase of financial accounting and payroll software, training and implementation services from Edmunds & Associates of Northfield, New Jersey.

9. As recommended by the Planning Commission, to accept a gift of 6.61 acres of open space in the Whetstone Estates West Subdivision from Whetstone Properties LLC as shown on Map #1475 in the Town Clerk's Office and to exempt said property from property taxes due July 1, 2012 on the list of October 1, 2011, and thereafter, pursuant to C.G.S. Section 12-81d.

Mr. Chiaramonte moved to approve the items on the call for the Annual Town Meeting to be held on April 10, 2012. Mr. Truskauskas seconded. All were in favor.

#### Town Clerk Appointment:

Mr. Criss stated there were two names submitted for the position of Town Clerk. Mr. Criss recommended Nancy Eldridge, a certified Town Clerk residing in Harwinton, for the position. She has worked for the Town of New Hartford for nine years and comes highly recommended. The second applicant will be moving out of Harwinton and, therefore, was not interested. Mr. Criss discovered an announcement on Facebook for the position and wants to be clear that the town does not have a Facebook page and does not advertise for positions on Facebook. Mr. Chiaramonte confirmed that Ms. Eldridge is filling the position until the next election and will run for the office at the next election. Attorney Rybak clarified an error in the newspaper. He stated that the town clerk has to be more than a resident of the town- they must also be an elector of the town. Mr. Chiaramonte noted that if it's not a requirement to be certified, then someone could fill the position now who isn't certified as long as they're an elector of the town. Attorney Rybak confirmed that was correct but he does not recommend that. Mr. Truskauskas moved to appoint Nancy Eldridge as Town Clerk to fulfill Pat Williamsen's vacancy. Mr. Chiaramonte seconded. All were in favor.

Mr. Truskauskas moved to enter into Executive Session later to discuss property negotiations with the U.S. Fish and Wildlife Service and to continue with the remaining agenda items for now. Mr. Chiaramonte seconded. All were in favor.

#### **First Selectman's Report**

Mr. Criss reported that the town is working with the Town of Burlington to help create and Youth Service Bureau to have an outreach for kids. No plans have been finalized but there was a forum on Saturday to exchange ideas. He also reported that the school's Make a Mark Program will be holding a fundraising chess event next Saturday and encourages people to support the program.

Mr. Criss reported that he met with First Selectman Ted Schaffer and school superintendent Alan Beitman to discuss a school resource officer. The state does not fund for an officer anymore. The school has a budget of \$35,000 for an officer. A state trooper would cost approximately \$70,000 so they are looking at alternatives. He believes an SRO is needed at the school.

#### **Correspondence**

The Selectmen reviewed the Animal Control Officer's monthly reports for January and February, 2012. A letter was received from Mrs. O'Brien regarding the article about the highway department and asked not to eliminate a person from the crew. Mr. Criss

noted that he allowed for another person in the budget. Mr. Criss thanked Mrs. O'Brien for her well written letter.

Mr. Truskauskas moved to enter Executive Session at 7:35. Mr. Chiaramonte seconded. All were in favor.

Mr. Thierry and Attorney Rybak were invited into Executive Session. Mr. Truskauskas moved to exit Executive Session at 7:46. Mr. Chiaramonte seconded. All were in favor. The following action was taken. Mr. Chiaramonte made a motion authorizing the First Selectman to negotiate a piece of property. Mr. Truskauskas seconded. All were in favor.

### **Adjournment**

Mr. Truskauskas moved to adjourn at 7:48 p.m. Mr. Chiaramonte seconded. All were in favor.

Minutes submitted by: \_\_\_\_\_  
Melissa Santoro