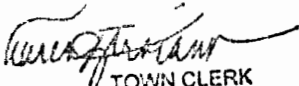


Town of Stafford  
Board of Selectmen  
Warren Memorial Town Hall  
Veterans Meeting Room  
Regular Meeting  
Thursday January 8, 2015  
7:00P.M.

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TOWN CLERK

Minutes of January 8, 2015

1. First Selectman Shuck called the meeting to order at 7:00P.M. Also present were Selectman Neil Hoss and Selectman Deidriene Knowlton. A quorum was established.
2. Upon motion of Selectman Knowlton and seconded by Selectman Hoss the board unanimously approved the minutes of December 11 and December 18, 2014.
3. WPCF Superintendent Richard Hartenstein Jr was present to discuss the Pump Station upgrades for Orcuttville Road and Lakeshore Blvd. He explained that they are able to return \$135,000.00 from the project. He believes one of the reasons that they are able to return the money is because they went with the Design-Build approach that delivers design and construction services under one contract with a single point of responsibility in allowing for more cost effectiveness. He also noted that the projects received the Design-Build Institute Gold Award.
4. First Selectman Shuck explained that Registrar of Voters Ingrid Aarrestad called this morning to say she was not going to make the meeting. She emailed a response to the letter. After the board reviewed the email response there was discussion about spending more than what was budgeted for and not having the conference approved in advance by the board. Making those in charge of the budget accounts accountable for their mistakes and overspending. Following discussion, Selectman Knowlton moved to table the issue and invite Ms. Aarrestad back to the next meeting to discuss this in person. Selectman Hoss seconded the motion which passed unanimously.
5. No action was taken on item #5 as it was done at a previous meeting.
6. First Selectman Shuck explained that he received a letter and a Master Municipal Agreement (MMA) for Rights of Way Projects (ROW) from the State of Connecticut, Department of Transportation. The agreement will improve how the DOT conducts business with its municipal partners by dramatically streamlining the agreement process. The agreement is for ten years. Upon motion of Selectman Knowlton and seconded by Selectman Hoss the board unanimously approved the following resolution authorizing First Selectman Shuck to enter into the agreement and sign the MMA ROW.

*RESOLVED, that Richard Shuck, First Selectman is hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Rights of Way Projects".*

7. First Selectman Shuck explained that it was recommended that the town appoint a wellness committee to discuss and review all aspects of the employees' health insurance. It was explained that the municipalities are not tax exempt from the "Cadillac tax" on the insurance. Creating a ad hoc advisory committee to discuss the ways to save on insurance is necessary. Upon motion of Selectman Knowlton and seconded by Selectman Hoss the board unanimously approved appointing the following individuals to the Insurance and Wellness Advisory Committee:

Patricia Collin, Superintendent	Non-Affiliated, Stafford BOE
Lori Davis, HR Specialist	CSEA
Stephen Clark, Public Works	MEIU
Bruce Davis, Facilities	Afscme-Professional
Rick Zulick, DPW	Non-Affiliated
Erin Kirchhoffer	Afscme-Town Hall
Rick Hartenstein	WPCF
Nicholas Morse	SEA
Kimberly Shirk	CSEA
Lynn Butler	CSEA
Cheryl Buck-Kenny	CSEA
Mary Augenbach	CSEA
Joann Milikowski	CSEA
Richard Shuck, First Selectman	Town of Stafford
Lisa Baxter, CFO	Afscme-Professional

8. First Selectman Shuck explained that Town of Stafford Ordinance 1-20 Emergency Services Commission has not been repealed but the committee stopped meeting. Last spring, the board appointed individuals to serve on the commission from each department (including an alternate) as well as one representative for the town. To date they still have not met. As the Board of Finance is requesting a combined Emergency Services ten year plan, the committee needs to meet and consolidate each department's plans into one. The board discussed appointing a chairperson so that meetings will be called. Following some discussion, Selectman Knowlton moved to appoint Natalie Clark (head of the CERT team) as the Chairperson of the Emergency Services Commission. Selectman Hoss seconded the motion which passed unanimously. The board agreed to send Mrs. Clark a letter to convene a meeting.
9. Public Comment: David Walsh commented that he was recently approached by our new state representative asking why he is trying to divide the town by fighting against the local

administration. He wanted to tell the board that he is not affiliated with the groups that are fighting against the town or involved with any of the emails or social media that they send out. He also commented on long range contracts, grants, not giving raises to elected officials and background checks as well as publishing as much town information as possible.

10. Selectman Knowlton moved to enter into Executive Session for the purpose of discussing a Personnel issue. Selectman Hoss seconded the motion which passed unanimously. The board entered into Executive Session at 7:33P.M.

Selectman Knowlton moved to leave Executive Session at 7:54P.M. which was seconded by Selectman Hoss and unanimously approved. No votes or motions were taken regarding this issue.

11. Informational Items:  
First Selectman Shuck shared a letter he received from a group calling themselves Stafford Concerned Citizens. The letter has no contact information to reply back to. The Selectmen will review the letter and decide how to respond.

It was brought to the board's attention that near the Rte. 190/Packard Ridge area cars are being parked for sale and blocking site lines pulling unto Route 190. First Selectman Shuck stated he would let the Zoning Officer know to look into it.

First Selectman Shuck updated the board that Northeast Utilities is working on a second circuit of Virtual Metering which will move Stafford ahead of everyone else because we are "shovel ready". Bond Counsel is putting together a formal request.

12. Old Business: None

13. New Business: Selectman Knowlton moved to add Purchase Requisitions to the agenda. First Selectman Shuck seconded the motion which passed unanimously. Selectman Knowlton stated that there are almost no purchase requisitions for approval by the Selectmen which means that items are being purchased without approval. Following much discussion, the board asked that the First Selectman notify all Elected Officials/ Department Heads in writing that purchase requisitions must be done and approved prior to purchase or the board will not sign for payment and the employee will have to pay for the items themselves or return them. Exceptions are routine maintenance items for Building Maintenance and Public Works vehicle/equipment maintenance and repair. Any Emergency purchases will need to be verbally approved in advance by two Selectman.

Selectman Hoss moved to add the discussion of a negative email that was sent to a prospective business signed by a chairperson of a town commission. Selectman Knowlton seconded the motion which passed unanimously. The board discussed what action can be taken against a Commission Chairperson abusing their authority as such chairperson without action taken by the Commission as a whole. Following some discussion, the board agreed to send a letter to

Conservation Commission Chairman, Ingrid Aarrestad stating that she refrain from using her title as Chairperson on personal issues that don't involve the Commission.

14. Selectman Knowlton moved to adjourn, the meeting adjourned at 8:12P.M.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Beth A. DaDalt". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

Beth A. DaDalt  
Recording Secretary