



TOWN OF OLD SAYBROOK
SELECTMEN'S OFFICE

302 Main Street • Old Saybrook, Connecticut 06475-2384
Telephone (860) 395-3123 • Fax (860) 395-3125

MEETING MINUTES OF THE BOARD OF SELECTMEN

Tuesday, October 9, 2018

3:30 P.M.

Town Hall – First Floor Conference Room

Present: First Selectman Carl P. Fortuna, Jr. and Selectman Carol Conklin. Absent: Selectman Scott Giegerich.

I. CALL TO ORDER – First Selectman Fortuna called the meeting to order at 3:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. COMMENTS FROM THE PUBLIC- Fred Stark and Brigitte Frank from Pathway Lighting commented on Elm Street/Research Parkway and their frustration with not being able to get the street: 1. claimed as a town road and 2. Re-named. Ms. Frank detailed her conversations with the First Selectman over the past 4 years or so. Mr. Fortuna noted the road has been paved and drainage put in, something that Pathway had been asking for many years. As to the corner of Elm/Research Parkway, Mr. Fortuna recently had meetings with the town engineering consultant and Jeff Woods, who mostly owns the property. Mr. Woods is mostly on board with the project but worried about his non-conforming lot. Mr. Fortuna will next get Eversource involved.

IV. COMMENTS FROM THE SELECTMAN: Mr. Fortuna commented again on Tree Mortality in Eastern CT; Simple Recycling which is textile recycling; Old Saybrook won bronze recognition from Sustainable CT; the OSPD RFQ/RFP is due on Wednesday at noon and he also mentioned the Lose your Locks with Luke event on October 20th.

V. APPROVAL OF MINUTES: Board of Selectmen Meeting September 11, 2018 and Special Board of Selectmen Meeting September 19, 2018.

FORTUNA/CONKLIN

Motion to approve Board of Selectmen Meeting September 11, 2018 and Special Board of Selectmen Meeting September 19, 2018.

MOTION CARRIED UNANIMOUSLY

VI. BUSINESS BEFORE THE BOARD

A. Discussion and possible action on approving a 2018 plan amendment of the Old Saybrook Retirement Plan (Defined Benefit Plan).

The Finance Director explained that recognizing the Defined Contribution plan in the official town document was the main driver along with the amendment to allow a public service tax deduction of up to \$3,000 and the one time conversion offer for those who would like to switch from the Defined Benefit plan to the Defined Contribution plan.

FORTUNA/CONKLIN

Motion to approve a 2018 plan amendment of the Old Saybrook Retirement Plan (Defined Benefit Plan).

MOTION CARRIED UNANIMOUSLY

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B. Notice of Public Hearing, October 23, 2018.

FORTUNA/CONKLIN

Motion to approve Notice of Public Hearing, October 23, 2018.

MOTION CARRIED UNANIMOUSLY

C. Discussion and possible action to approve a budget transfer in the amount of \$50 thousand by reducing the Insurance line item budget by \$50 thousand and increasing the Town's Debt service line item by the same amount to cover the budget deficit; and to move this item to town meeting.

The Finance Director noted that due to refunding completed last fiscal year, the school bond was paid off leaving a deficit in the town bond line item. An inter-department transfer was recommended by the town auditors, which is what this would accomplish.

FORTUNA/CONKLIN

Motion to approve a budget transfer in the amount of \$50 thousand by reducing the Insurance line item budget by \$50 thousand and increasing the Town's Debt service line item by the same amount to cover the budget deficit; and to move this item to town meeting.

MOTION CARRIED UNANIMOUSLY

D. Discussion and possible action to approve the movement of \$100,000 from the Town's surplus for FY2018 and to place those funds in the Municipal Reserve Fund, capital non-recurring Fund 3350. Further to transfer \$100,000 from the capital non-recurring Fund 3350 to the "sidewalk construction" Fund 3014 and to move this item to town meeting.

The purpose is to continue the sidewalk work onto Main Street.

FORTUNA/CONKLIN

Motion to approve the movement of \$100,000 from the Town's surplus for FY2018 and to place those funds in the Municipal Reserve Fund, capital non-recurring Fund 3350. Further to transfer \$100,000 from the capital non-recurring Fund 3350 to the "sidewalk construction" Fund 3014 and to move this item to town meeting.

MOTION CARRIED UNANIMOUSLY

E. Discussion and possible action to approve the movement of \$500,000 from the Town's surplus for FY 2018 and to place those funds in the Municipal Reserve Fund and into a sub-category of the Municipal Reserve Fund designated for a Board of Education Capital Sinking Fund; and move this item to a town meeting.

The First Selectman and Finance Director discussed setting up a capital sinking fund that would be under town and Board of Finance control.

FORTUNA/CONKLIN

Motion to approve the movement of \$500,000 from the Town's surplus for FY 2018 and to place those funds in the Municipal Reserve Fund and into a sub-category of the Municipal Reserve Fund designated for a Board of Education Capital Sinking Fund; and move this item to a town meeting.

MOTION CARRIED UNANIMOUSLY

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F. Discussion and possible action to approve the Call of Special Town Meeting, October 23, 2018.

FORTUNA/CONKLIN

Motion to approve Call of Special Town Meeting, October 23, 2018.

MOTION CARRIED UNANIMOUSLY

G. Appointments

1. Architectural Review Board (ARB). Appointment of alternate member Ed Armstrong.

FORTUNA/CONKLIN

Motion to approve Ed Armstrong as an alternate member on the ARB.

MOTION CARRIED UNANIMOUSLY

H. Anticipated Executive Session – Discussion of personnel-related matter.

FORTUNA/CONKLIN

Motion to enter into Executive Session at 4:15. Library Director Amanda Brouwer (strictly for limited advice and counsel to the Board), Alla Shavyna and Jonathan Paradis were invited in.

MOTION CARRIED UNANIMOUSLY

I. Possible action on personnel-related matter discussed in Executive Session.

The Board came out of Executive Session at 4:45. (It should be noted that Amanda Brouwer was in the Executive session for approximately 10 minutes to offer advice upon questioning from the Board. When the Board had no more questions for her, she left the Executive Session.) At this time, the Board suspended the meeting for 10 minutes. The Board resumed the meeting.

FORTUNA/CONKLIN

Motion to terminate the employment of Alla Shavyna. The First Selectman then advised Ms. Shavyna that her employment with the town was terminated.

MOTION CARRIED UNANIMOUSLY

VII. COMMENTS FROM THE SELECTMEN- No further comment.

VIII. ADJOURNMENT

FORTUNA/CONKLIN

Motion to adjourn at 4:55 p.m.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Carl P. Fortuna Jr., First Selectman