

**Town of Marlborough  
Board of Selectmen Regular Meeting  
Marlborough Town Hall  
February 3, 2004  
7:00 p.m.**

**1. CALL TO ORDER**

First Selectman Nancy Bader called the meeting to order at 7:05 p.m. in the meeting room of Town Hall. Nancy Bader, Sharon Reiner and Bill Black were in attendance.

**2. RECOGNITION OF GUESTS**

Nancy asked that each guest stand and state their name and address for the record. Guests included: Ken Hjulstrom, 181 S. Main St.; Dave Wagner, 11 Riverview Circle; Darren Cooke, 66 West Rd.; Brian Breeden, 321 S. Main St.; Bob Hannon, 3 Gina Lane; Louise Concodello, 70 Millstone Drive; Mike Kelly, 52 N. Main St. and Jim Salemi from the Rivereast. Town employees in attendance included Peter Hughes, Nancy Baker, Tom Giola and Jill Oguschewitz.

**3. PUBLIC COMMENTS**

Darren Cooke stated that he wants to be considered to fill the alternate position on the Public Building Commission. He gave a brief summary of why he feels he should be chosen for the position.

Ken Hjulstrom stated that he, too, is interested in filling the vacancy on the Public Building Commission. He gave a brief summary of why he feels he should be chosen for the position.

Dave Wagner, Vice Chairman of the Public Building Commission stated that he reviewed both candidates and it was a difficult decision because both candidates were very highly qualified. The Public Building Commission ultimately chose Darren Cooke as their preferred candidate because Darren possesses more of the strengths that the Commission needs at this time.

**4. ACCEPTANCE OF MINUTES**

**Motion by Bill Black to accept the minutes of the January 27, 2004 meeting with the following change: page 5, item 11, Executive Session to read “The selectmen entered executive session with Peter Hughes. The executive session went from 12:07-12:45. No motions were made.” The rest of the paragraph, beginning with “The town has written to the Intergovernmental Policy Division ...” should be moved before item 13 – Adjournment. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

**5. POSSIBLE NOTICE OF ACTION**

**Motion by Bill Black to accept the changes to Section C.1 of the Parks & Recreation ordinance. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

## **6. RESOLUTION – FIRE FIGHTING VEHICLE – MIKE KELLY**

Mike Kelly provided a copy of the resolution approved at a town meeting appropriating \$200,000 for the purchase of a fire fighting vehicle and apparatus and authorizing the issue of \$200,000 in bonds to cover the purchase of the vehicle. Mr. Kelly explained that the initial cost estimate of the vehicle was \$193,310. The current pricing will be somewhat higher but within the \$200,000 amount. Bill Black suggested that this item be combined with other items for bond purposes. The Board of Finance will be consulted on this matter. Mr. Kelly explained that the vehicle is needed within 210 days. He also confirmed there will be no trade-in of the old vehicle.

Mr. Kelly also stated that the Fire Department needs to replace another vehicle which is part of the CIP. Nancy Bader asked that Mr. Kelly provide additional information on the timing for this request, detailing what amounts the Fire Department needs and when.

## **7. POSSIBLE APPOINTMENTS**

Vincent Mondo spoke about the Public Building Commission's vacancy. He explained that the commission wants to get more involved with the planning review process of the town's upcoming projects. The commission members feel that Darren Cooke's knowledge of plan review codes will be a real asset to the commission. Currently there is no one on the commission that has this skill and that is why Darren Cooke is a good fit at this time.

Bill Black asked both Darren Cooke and Ken Hjulstrom if either candidate foresaw a conflict of interest situation that could occur as a result of their appointment. Darren Cooke stated that his brother is a Project Manager for Standard Builders, the company working on the school renovation project. Darren had already mentioned this to the Public Building Commission. Ken Hjulstrom stated that he had no conflicts of interest.

Nancy Bader explained the new process for filling board/commission vacancies and stated that the decision is made by the Board of Selectmen and that the selectmen are trying to be consistent across the board with how vacancies are filled.

Motion by Bill Black to appoint Ken Hjulstrom to fill the alternate vacancy on the Public Building Commission. The motion was seconded by Sharon Reiner. The selectmen had a discussion about the selection. Sharon Reiner stated that the Public Building Commission feels strongly that Darren Cooke is the right candidate at this time and that the selectmen have an obligation to support that choice so that the Public Building Commission can be as productive as possible. She also stated that Marlborough is very fortunate to have multiple candidates for board/commission positions when other communities have a hard time filling positions. The motion was withdrawn by Bill Black.

**Motion by Bill Black to appoint Darren Cooke to fill the alternate position on the Public Building Commission. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

**Motion by Bill Black to appoint Christine Miller to fill the alternate position of the Conservation Commission. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

**Motion by Bill Black to re-appoint Gordon Isleib to the Conservation Commission. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

**Motion by Bill Black to add an agenda item – Sprint Spectrum LLP, Proposed Telecommunications Facility, before item 8. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

Peter Hughes gave a brief explanation of +recent developments with respect to Sprint's application to construct a telecommunications tower in town. Peter explained that the CT D.O.T. F.A.A. wants to erect a strobe light on top of the tower. When the tower construction was discussed at town meetings back in 2003, the applicant's position was that there would be no light on the tower. The town supported the application with no strobe light. In order to contend the construction of the light, Marlborough needs to immediately file for legal status as Intervener. This will allow the town to participate in a limited hearing of the CT Siting Council, possibly as early as February 18<sup>th</sup>.

**Motion by Sharon Reiner to instruct Nancy Bader to apply for legal status as Intervener so that the town can participate in the Siting Council's discussion on the tower. The motion was seconded by Bill Black and it was carried by a unanimous vote.**

Peter Hughes stated that the town will need to hold a new public hearing with respect to the tower if the application moves ahead with a strobe light.

## **8. JEAN BELHUMEUR, ECONOMIC DEVELOPMENT COMMISSION**

Jean Belhumeur wrote a letter to the Board of Selectmen re concerns of the Marlborough Economic Development Commission. Given that Mr. Belhumeur was out of town, it was agreed that the letter would be put on next week's agenda.

## **9. REVIEW OF CORRESPONDENCE**

### 9.1 Dave Doherty

Mr. Doherty wrote a letter stating some concerns about the proposed housing development and golf course on the former Rankl property. Nancy Bader stated she forwarded the letter to Dennis (inaudible). Bill Black suggested that the letter also be sent to the Zoning Commission.

### 9.2 Bob Hannon

Bob Hannon has recommended that the town add a position of Grant Writer to the budget next year. Bill Black wants to explore this. Nancy Bader voiced some concern about management time that might be involved with hiring an individual for this position.

### 9.3 RHAM Board of Education

This was an information letter from the RHAM B.O.E. re the meeting of January 26<sup>th</sup>.

9.4 Connecticut Conference of Municipalities/Capital Region Council of Governments & Connecticut Council of Small Towns

Nancy Bader reiterated that she is not going to get too involved in these organizations this year given other demands within town. She stated that she felt it was important, however, for the selectmen to read the circulars and stay on top of the various activities undertaken by the three organizations.

**10. SPECIAL REPORTS**

10.1 Sharon Reiner – RHAM

Sharon Reiner provided some information about the RHAM Board of Education meeting on January 26<sup>th</sup>. She stated that the First Selectman of Andover attended the meeting and advocated a zero-based budget. She summarized some of the public comments at the meeting, including a comment by Marlborough resident Nancy Cronin advocating no additional cuts to the budget. Sharon reported that some Hebron residents were concerned about the calls for cuts in the administration. Sharon asked that Louise Concodello provide her with a copy of the Marlborough's Board of Education's updated report on Marlborough's net savings as a result of the COC withdrawal. Sharon feels it is important to read the Marlborough's COC savings into the RHAM BOE meeting given that the information continues to be questioned at RHAM BOE meetings. Nancy Bader also noted that it is important to state what has been accomplished as a result of Marlborough's withdrawal from the COC.

Sharon also stated that the next referendum will be on February 10<sup>th</sup>. The budget has been reduced by \$20,000. Sharon wanted to commend the Public Works Department in getting up the community board sign about the RHAM vote.

Sharon stated that Bill Silver reviewed the five main budget drivers at the meeting and Mike Gut reviewed some of Marlborough's budget figures. Sharon will write a letter to Rivereast. Sharon Reiner agreed to state at the next RHAM BOE meeting that the Marlborough Board of Selectmen strongly suggests that the RHAM BOE perform a cost/benefit analysis of the COC. In addition, the RHAM BOE needs to discuss curriculum in addition to spending so much time discussing financials.

10.2 Bill Black – Chatham Health Care

Bill attended a public hearing on January 27<sup>th</sup> to discuss the 2004-2005 budget. Overall, the budget will be increased by 4.5%. Marlborough's portion of the budget will be \$47,832, which is a 2.75% decrease over 2003-2004. The bio-terrorism grant helped the budget. A new meeting schedule was adopted to take the group through the 2004 calendar year. Bill stated that there are four towns within the district and, with respect to waste disposal systems, two towns reported a disparity between the Chatham Health District's regulations and the towns' regulations. He was happy to report that there is no disparity in Marlborough, which is a tribute to Peter Hughes.

Bill Black also spoke about civil preparedness. There are several items at Town Hall that he will bring back to the state office in Hartford. Doug Knowlton is still working on the disaster plan but it is unlikely that he will be finished by March. Nancy said that this responsibility may need to be

taken away from him given that this is a high priority and the selectmen's training simulation will be scheduled sometime in March.

### 10.3 Town Hall Operations/Public Safety/Budget

Nancy reviewed some of the minor modifications that will be made to Town Hall. This includes making a small office out of some of the present kitchen space. In addition, part of the front foyer will be made into an office area. This will allow the Judge of Probate and his assistant to have more private work spaces. There will also be some changes to Jill, Haley, Nancy Baker and the Tax Collector's areas. These changes will also allow space for a resident trooper's office for fingerprinting and other trooper work. The town's Public Works Department will be able to do all the changes. For the time being, there will be no change to Nancy Bader's office or the two meeting rooms. The back entrance will not be changed at this time. After these changes are made, Town Hall will be painted and carpeted.

Nancy Bader reported that she spoke with Bill Fish, the town attorney about the Board of Selectmen acting as a temporary Police Commission. Mr. Fish advised that this is not necessary for what the selectmen want to accomplish. In essence, it doesn't make sense for the selectmen to form a Police Commission when there is no police force to direct. Nancy stated that she will begin meeting with the resident troopers once a month. Nancy noted that she met with Bruce Husta and Tony Kalkus about the public safety issue. Nancy asked Bill to take the lead with hiring two part-time constables. She mentioned that advertising for the positions and finding the right people will take some devoted time. The constable budget is presently over-budget. There are a lot of issues that need to be sorted through. Bill stated that he thought it would likely take 3-4 months to find people. He agreed to work on this issue and stated that he will speak with the members of the old Public Safety Committee. The town's existing contract with the police expires June 30<sup>th</sup>. The selectmen agreed that the town needs to work on a law enforcement plan.

Nancy Bader noted that the Citizen Police Academy will start on March 4 and will run for 6-8 consecutive Thursdays at the West Road firehouse. Additional details will follow. Nancy stated that the town's major issue seems to be the increase in underage drinking.

Nancy stated that next week's meeting will include a discussion about the capital improvement plan and the budget. Next week the operating budgets are due from the various departments and she will be working on that over the next few weeks.

Nancy Bader stated she received a packet from the Metro Hartford Alliance (MHA), the former Hartford Chamber of Commerce. The MHA has many programs, particularly in the area of economic development. It provides a 2 ½ hour training program for public officials which Nancy feels would be good to present at an All Boards meeting in the future. This will be scheduled in the spring. The town needs to schedule two All Boards meetings per year. Sharon Reiner asked that Nancy ask, at the All Boards meeting, whether anyone has experience in grant writing. Nancy stated that over time there may be some money available through this organization and it will be important to work with them. Nancy passed along the MHA packet and asked that it be returned to her when the other selectmen are finished with it.

### 10.4 Colchester Emergency Communications

The report from CEC was included for informational purposes.

10.5 VNA East

The report from VNA East was included for informational purposes.

**11. UNUSED MODULAR CLASSROOM**

The town saved one of the modular classrooms that was not used as part of the school renovation project. The intent was to use the modular at the town's transfer station. After reviewing this plan, Tom Giola has determined that there are complications and costs associated with it. He has recommended that the town sell the modular.

**Motion by Sharon Reiner that the town solicit sealed bids to sell the modular classroom. The motion was seconded by Bill Black and it was carried by a unanimous motion.**

**12. OLD BUSINESS**

12.1 Administrative Assistant/Network Administrator

Nancy Bader stated that she had many applicants for the position. Many had network administrator skills but not administrative skills. She interviewed a couple people but felt that Shari Covino was best suited for the position.

**Motion by Bill Black to hire Shari Covino on a permanent, full-time basis for the Administrative Assistant/Network Administrator position. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

12.2 Outreach Coordinator

Vi Swartzmann has recommended Norma-Jean Proscia to fill the position of Outreach Coordinator.

**Motion by Bill Black to hire Norma-Jean Proscia to fill the Outreach Coordinator position. The motion was seconded by Sharon Reiner and it was carried by a unanimous vote.**

Nancy Bader stated that she will continue to ask town employees to attend daytime Board of Selectmen meetings to update the selectmen on their activities. Vi Swartzmann and Nancy Baker will attend meetings in the near future for this purpose.

**13. NEW BUSINESS**

13.1 Paramedic Subsidization Proposal

Marlborough is dependent on the Middlesex paramedic group for ALS, advanced life support. Marlborough has never had a written agreement with Middlesex. Middlesex Hospital has written to Nancy Bader stating that Marlborough has to begin paying for paramedic services being provided by Middlesex. The hospital is proposing that the town's contribution for this year be

\$14,368. By statute, the town is obligated to provide this service to its residents. Nancy stated that this is a very complicated issue and she will be meeting with various people in the coming weeks. The selectmen had a brief discussion about this issue. One comment was that, in the future, the town may need to combine efforts with other towns to negotiate for this service as a group. Nancy did state that town is happy with the service being provided by Middlesex. The selectmen need to decide whether to include the \$14,368 in this year's budget.

**14. VACATION CARRYOVER REQUEST**

**Motion by Sharon Reiner to approve Barbara Sarnik's request to carry over 72 hours of vacation time to next year. The motion was seconded by Bill Black and it was carried by a unanimous vote.**

**15. OTHER**

Sharon Reiner asked that the Employee Recognition Program be added to a future agenda.

The town picnic has been scheduled for May 16<sup>th</sup> at Blish Memorial Park. The picnic is open to all town employees, including people serving on commissions and boards and board clerks.

**16. PUBLIC COMMENTS**

Louise Concodello stated that the selectmen may want to put a notice in the paper that the town is looking for someone experienced in grant writing.

**17. ADJOURNMENT**

**Motion by Sharon Reiner to adjourn the meeting at 8:55 p.m. The motion was seconded by Bill Black and it was carried by a unanimous vote.**

Respectfully submitted,

Mary Sciano