

**Board of Selectmen
Special Meeting
March 13, 2013**

Present: First Selectman Dan Jerram, Selectman Alesia Kennerson, Selectman Jack Casey, Building Oversight Committee (BOC) Chairman Bud Butler, BOC member Roy Litchfield, Member of the Public Dan Eddy, Jay Bailey, New Hartford Independent Reporter Bob Moore, Administrative Assistant Christine Hayward.

First Selectman Jerram called the meeting to order at 7:06 PM.

Main Street Sewer:

First Selectman Jerram informed the Selectmen that Bud Butler and Roy Litchfield were present to update the Selectmen on the status of the Main Street Sewer Repair project.

Bud Butler stated that the Town had received notification from the State that their review of the contract documents and the bid submitted was complete and the town could move on to formally award the contract for the project. Mr. Butler requested that the Board of Selectmen award the contract for the repair/replacement to Hemlock Construction, Inc. Butler notified the Selectmen of the funds remaining from the STEAP grant that are available for this phase of the combined Brook Street/Main Street Sewer repairs.

MOTION: by Kennerson, second Casey to award the contract for the Main Street Sewer Infrastructure Repairs to Hemlock Construction Inc. in an amount not to exceed \$173,660.35 and also to issue a Notice to Proceed.

The project will only take about 3-4 days total to complete. This repair will be done in the vicinity of 534 Main Street. If all goes well with this repair/replacement and if there are funds remaining, Hemlock will seek an addendum to the contract to address an area in front of Town Hall where a large boulders are impeding the sewerline at manholes 25 and 26.

Butler noted that this \$150,000 STEAP grant applied with the remainder of the Brook Street STEAP grant helps to avoid having to pass on \$173,660 of costs to the WPCA ratepayers.

First Selectman Jerram thanked the BOC for all of their work and stated that it is always great to work with the BOC.

Unanimous.

Founders Day Celebration:

Mr. Jerram brought to the attention of the Board the fact that New Hartford will be celebrating its 275th "Birthday" this year. The Town was incorporated in 1738. The Selectmen discussed what to do to highlight this occasion. It was decided that it would be nice to have an "old style picnic celebration" at Brodie Park. Dates were discussed and consensus was reached to hold it on July 14, 2013. Additional details will be developed.

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Fair Housing Resolutions: (Annual Affirmation)

First Selectman Jerram informed the Board that April is Fair Housing Month. He asked that the Selectmen re-affirm Resolutions regarding Fair Housing.

MOTION: by Kennerson, second Casey to re-adopt the Fair Housing Resolution as presented.
Unanimous.

MOTION: by Kennerson, second Casey to adopt the Fair Housing Policy Statement (revised as of 2/13/13) as presented.
Unanimous.

MOTION: by Kennerson, second Casey to re-adopt the Compliance with Title VI of the Civil Rights Act of 1964 statement as presented.
Unanimous.

MOTION: by Kennerson, second Casey to re-adopt the Affirmative Action Policy Statement as presented.
Unanimous.

Budget Workshop:

A general discussion regarding the proposed budget for 2013-2014 was held. The Board discussed the issue of Public Safety – specifically police. Mr. Jerram explained that Constable Lynn Sheffield had officially retired as of March 1, 2013. For the past year or so, his duties were mainly administrative. The police have requested consideration of additional help. There has been an increase in the number of cases and the police are concerned that they cannot even get to routine matters such as speeding due to being busy. A new police car was purchased this leaving the 2003 available, if needed, for an additional officer. The mechanic has reviewed the car and feels that the car would be ok for the short-term. It does need a ball-joint replacement, but other than that- nothing major required.

Selectman Casey stated that he would support hiring a constable for 3 days a week with a set schedule – he would prefer not to have a Resident Trooper due to the fact that they can be called out of New Hartford during their shift to assist a trooper in another area. The Selectmen contemplated the idea of hiring someone for a specific schedule – a split shift officer who would work Thursdays, Fridays and Saturdays from 7:00 Pm – 2:00 Am. This would be a part time position with no benefits. No formal action was taken.

The Selectmen then discussed the Recreation Department. It was noted that at the February meeting, Selectman Kennerson had raised the issue of whether a full time recreation director was needed. First Selectman Jerram had been asked to gather some information regarding revenues received from winter programming. Mr. Jerram stated that a quick review of the programs offered since September to present shows that less than \$1,000 in income has been generated. There are only a few programs offered, and there is limited participation. Pilates, Zumba and Yoga are three classes that meet regularly. Selectman Casey commented that offering programs such as these is a quality of life issue. Mrs.

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Kennerson wondered if there was a demand for additional services. She noted that the new Special Education Director has offered some after school programming that has been well accepted. Kennerson stated that the Recreation Department should try to get additional programming in place at the schools although that seems to now be a missed opportunity. Jerram stated that the Recreation Commission had questioned why the Seasonal help for Maintenance line item was in the red – Jerram explained that the seasonal employee who helps out in the parks was given additional hours last year, causing this line item to be a bit over. However, there will be a line item transfer to cover those additional costs. The First Selectman stated that he has requested a ratio of employees to campers in an effort to look at profitability. Selectman Casey stated that the work product of the winter programming needs to be increased. Kennerson added that she would like to see more value for what is currently the salary of the Recreation Director. Jerram replied that he has had discussions with the Recreation Director and that the director presented the First Selectman with his ideas for some new programming. Jerram felt that the Rec Director should be given the time to initiate new programming, therefore he felt that the position should stay as with no changes to the full time status at this time.

Capital Projects:

Bridges : Maple Hollow Road Bridge and the Carpenter Road Bridge are both in bad shape. Carpenter Road Bridge is in worse shape than Maple Hollow, but the permitting and repairs needed are time consuming. A deck restoration for the Maple Hollow Road Bridge is recommended. It appears that sometime in the 1980s or 90's the deck was paved over – the condition of the concrete underneath is unknown. A rough estimate of redoing the deck is \$100,000.

Sand/Salt Shed: The hoop house at the Antolini Site which was used for salt suffered damage during the winter storm in February and needs to be replaced. The Selectmen would prefer to have a solid structure put in place.

Downtown Improvements: Selectman Casey stated that he would like to see additional lighting in place in the downtown area; especially in the area of the Post Office.

It was noted that the Capital plan shows funding for the Field House improvements, yet there hasn't been endorsement of this renovation by the Recreation commission. Casey asked why doesn't the rec department embrace this initiative as it would provide a large space to be used for recreational purposes; especially on a rainy day. Casey also questioned why the "brodie house" (the house on the corner of West Hills and Niles) has so much support to use it for recreational purposes, yet the funding set aside for studies to determine what may be needed to bring the structure to compliance for public use. Recreation commission member Dan Eddy replied that the commission believes that there is value to using the house as a place to hold small classes. It has a working septic and use of this space alleviates the expense of having to put in an engineered septic system for the two cabins located at the other end of the field. However, there is currently a tenant in the house and there is uncertainty as to how long this tenant will remain on site. The Commission does not feel that studies should be performed until they know when the house may be available. They reason that ADA requirements could change and a study done before the building is vacant could have obsolete data by the time it

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available.

Highway Budget: Selectman Jerram noted that when the highway foreman retires, there will need to be funds available for his accrued time pay-out which currently is around \$20,000. He asked the Selectmen if there should be another line item in the budget for accrued time so that there is money available when someone leaves. The Board felt that this may be needed.

Elderly Tax Abatement: First Selectman Jerram stated that the Assessor has approached him with a request for an elderly tax abatement. Such an abatement would be equal to the tax break currently afforded by the State. The Selectmen are in favor of taking such an ordinance to Town Meeting for action. Kennerson stated that she supports this as a way to keep the Seniors in town.

Resident Jay Bailey asked to make a comment to the Board and stated that he wanted to thank the Board for keeping the budget under control; adding that they were all doing a “bang up job.”

MOTION: by Kennerson, second Casey to adjourn at 9:33 PM.

Unanimous.

Respectfully Submitted,

Christine Hayward, Administrative Assistant