



TOWN of
THOMPSON

Board of Selectmen

Minutes: Regular Meeting
Tuesday, June 2, 2015
East Thompson Fire Department

RECEIVED
TOWN OF THOMPSON, CT.

2015 JUN -9 P 1:30

Cheryl J. Darling
TOWN CLERK. 1 of 7

The Pledge of Allegiance was recited.

First Selectman Paul Lenky called the meeting to order at 7:03 PM.

Present: Kerstin Forrester
Paul Lenky
Shaina Smith (present as of 7:09 PM)

Staff Present: Tina Fox, Recording Secretary

Also Present: Members of the Public

1. Approval of Minutes
 - a. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the May 19, 2015 meeting with the following corrections:**
 1. **Page 4: Under 'q,' second line, instead of 'everyone' the word should be 'employees.'**
 2. **Page 5: First paragraph, 'Ken Weinstock' rather than 'Ken Limestone.'**
 3. **Page 2: Under Selectman's Comments, Section 'b,' 'carrier' rather than 'carried.'**
 4. **Page 3: Section 'h,' the word 'to' should be added after 'Academy.'**

Kerstin Forrester- Yes Paul Lenky- Yes
The motion carried unanimously.
 - b. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the May 21, 2015 special meeting as written.**

Kerstin Forrester- Yes Paul Lenky- Yes
The motion carried unanimously.
 - c. **Kerstin Forrester moved and Paul Lenky seconded the motion to accept the minutes of the May 29, 2015 special meeting as written.**

Kerstin Forrester- Yes Paul Lenky- Yes
The motion carried unanimously.
2. Correspondence
 - a. K. Forrester presented the following correspondence:
 1. Email from Renee Waldron commenting that the Board should not have let people know who prepared the survey for the website.
 - b. P. Lenky presented the following correspondence:
 1. Information from the Chamber of Commerce having after business hours on Tuesday, June 9th.
 2. The Town will have a Hazardous Waste Event at the Town Garage on June 27th.

S. Smith entered the meeting at 7:09 PM.

3. Thompson Historical Society will have an annual cookout on June 15th at 6:00 PM.
4. Ross Eddie, of the Agriculture Commission, is requesting funds to create a banner for the Commission.
5. A list of grants that the Town has applied for in the past, explaining why the grants didn't come through, created by Mary Ann Chinatti.
6. Information from Tax Collector regarding collections. K. Forrester explained that tax collections are running at 97.5% of budget, transfer station permits are at 98%, building fees at 139%, and TWPCA revenue at 105.8% of budget.
7. Letter to Mr. Rovero thanking him for being part of the parade.
8. Information from Interstate Reliability stating that crews would be conducting cleaning activities along right-of-ways they had opened up in the Town of Thompson.
9. Letter of Resignation from Kerstin Forrester as Chair of the Fire Protection Advisory Committee.
 - a. **Shaina Smith moved and Paul Lenky seconded the motion to add 'Resignation' under Other Business on the agenda.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
10. Letter from Sharon Recore regarding ZEO Alvan Hill.
11. Letter from Norman Babbitt thanking the Board for the dedication of the room in his honor.
12. Memo from Mary Ann Chinatti regarding the July 29, 2014 document/Starr Rd. issue. M. Chinatti's memo indicated that the original July 29th document is now missing from her office.
13. Letter from Alvan Hill regarding the missing July 29, 2014 missing document.
 - a. **Kerstin Forrester moved and Shaina Smith seconded the motion to add "File Access" under Other Business on the agenda.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.

3. Selectmen's Comments

- a. S. Smith asked if the Town Attorney had been contacted regarding revisiting his original opinion concerning the ZEO position. P. Lenky explained that he spoke to Attorney St. Onge, who is writing up an opinion that should be available at the next meeting.
- b. S. Smith asked if Mary Ann Chinatti had contacted the Town Attorney regarding 65 Main St. P. Lenky answered that Attorney St. Onge is also writing an opinion on this matter.
- c. S. Smith wanted to discuss the invoice from System Solutions that was brought up at the previous meeting. K. Forrester stated that Chris Nelson did go to her home, and that the Selectman and Director of Planning and Development had gone to Northborough, MA to pick up the Executive Assistant's laptop, and that Chris Nelson was the only one who could change the password.
- d. S. Smith asked why the password was eliminated from the computer, rather than accessing the computer as an administrator. K. Forrester answered that the password was eliminated so that the computer could be used, otherwise Chris Nelson would have to come in to Town Hall every single time the computer needed to be used.

- e. S. Smith brought up communication issues with scheduling meetings, asking if there could be some kind of system to contact her when a special meeting needs to be scheduled. P. Lenky answered that the Secretary Clerk always contacts S. Smith and K. Forrester for their availability when scheduling a meeting.
 - f. K. Forrester stated that a citizen had mentioned that there were a lot of people requesting audio on the website, and she wanted a definition of what 'a lot' of people was. She also asked if there were any results compiled for the website survey, and asked that that be completed if it hasn't been done.
 - g. K. Forrester asked if the procedures for memos and letters had been sent to employees. P. Lenky answered that it will be distributed to employees.
 - h. K. Forrester stated that a contract is being worked on for the tank at the garage.
 - i. K. Forrester asked if a letter has been sent to the school asking if the Communications Academy would like to record meetings. P. Lenky answered that they had not been contacted yet.
 - j. K. Forrester stated that the Referendum failed because the school budget did not pass. She added that the next Town Meeting with the new budget is scheduled for June 9th, with the Referendum scheduled for June 16th, with extended voting hours between 6:00 AM and 8:00 PM.
 - k. P. Lenky stated that the Ordinance Committee would like to meet with the Board to discuss all of the proposed ordinances, specifically the Blight ordinance, and that their secretary Donna Hall will contact S. Smith and K. Forrester for their availability.
4. Citizen's Comments (Limit 3 minutes)
- a. Kevin Walsh, Blain Rd., stated that there seems to be a pattern where issues are brought before the Board, the Board saying they will do something, and then finding out that it has not been done. K. Walsh suggested a simple note taking to make a list of things that need done. K. Walsh added that the Town computer/property should stay in Town Hall and be locked, and not be brought to a private residence. K. Walsh stated that, regarding the missing records, if there is not someone in that office full time, then it could've been misplaced rather than removed, so they should have proof that it's been removed. K. Walsh stated that at the last meeting, the citizen's were told definitively that Chris Nelson did not work on the computer at K. Forrester's home. He stated that he is wondering why some people do not know their job description or are extending their realm of authority. He stated that his impression is that if the Town has a ZEO, he answers to the Planning and Zoning Commission, and that the Wetlands Enforcement Officer and Conservation Officer also work for their particular committees.
 - b. Joe Gaucher, 519 Riverside Dr., asked who is picking up the costs of the extended hours for the Referendum voting. He stated that people who can't vote during regular hours could put in an absentee ballot. He added that the Town cannot afford paying workers for the extended hours, and that there should not be extended hours.
 - c. Kathleen Herbert, Wilsonville Rd., stated that the Ethics Advisory Committee has completed their draft of an ethics code, and would like to be on the Board's agenda for June 16th.
 - d. Sharon Recore, 46 Townes Lane, asked what would happen to the letter she wrote about the ZEO. P. Lenky answered that it will be given to PZC.

- e. Ken Beausoleil, Walker Dr., stated that nothing should be done at a person's home, referring to the computer at K. Forrester's home. He stated that it should have been done at Town Hall. He stated that the Town has gone out to bid again for cleaning services and that there is usually a discussion amongst the Board first. He stated that the Board should have sat down and figured out exactly what they wanted so they had a prepared list. He brought up that the Assessor's Position has been advertised in the Shopper's Guide again, and that there should have been discussion amongst the Board on that, as well. He added that the only way for the Board to have any credibility is to have an investigation regarding the Starr Rd. matter, and that it's time to have the State police come in.
 - f. Don Pimental, 40 Starr Rd., asked for copies of the letters from Mary Ann Chinatti and Alvan Hill. He stated that there is more than one document of the forgery, and that he did not go into a drawer in the Planning Office. He stated that he would be going to the State police the following day.
 - g. Kevin Walsh, Blain Rd., stated that he advised the Board over a month ago to invite law enforcement to investigate the Starr Rd. matter. He stated that it needs to get resolved and somebody has to come in and take a look at this.
5. Union Contract Approval
- a. P. Lenky stated that the Board is still waiting for some information, which should be available by the next Board meeting.
6. U.S. Geological Survey- French River Monitoring
- a. P. Lenky stated that the U.S.G.S. is working with the Connecticut EPA to measure dissolved oxygen levels in the French River. He added that they are requesting permission to deploy a dissolved oxygen sensor. He stated that they would be measuring the levels between June 15th and September 15th.
 - b. **Kerstin Forrester moved and Shaina Smith seconded the motion to give permission to the United States Geological Survey for their request.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
7. Recreation Summer Staff Approval
- a. K. Forrester asked what the hiring process for the staff is, how many hires are repeats from year to year, and where the openings are advertised. She added that she expected someone from the Recreation Department to be present to answer questions, and suggested that the Board wait to vote until they get answers.
 - b. S. Smith stated that she would give the Recreation Department the benefit of the doubt that they had a proper procedure for hiring. She asked if the Board could contact Renee Waldron tomorrow to see if the Board would need to hold a special meeting to approve the staff because the Recreation Department might have a deadline.

8. Eversource Contract

- a. Steve Child, an employee of Eversource Energy, presented information to the Board. He explained that a lead town will have a contract with Eversource, where the lead town purchases/leases an over-the-rail mower to take care of brush, and Eversource makes a contribution to the lead town that includes finance charges and principle payments for five years; at the end of five years, the lead town owns the equipment. He explained that the lead town is responsible for maintenance of the machine and working out a plan with the other participating towns so that there is equal sharing of the machine. He added that the lead town usually charges a maintenance tee to the other participating towns. He stated that Thompson is being proposed as the lead town, with Killingly and Brooklyn as participating towns. He explained that most of these machines have a shelf life of ten years, so Thompson would own the machine for approximately five years after the contract ends. He stated that the Town can maintain brush even in an area that does not have Eversource power lines. He stated that the annual contribution from Eversource is not to exceed \$30,900.
- b. K. Forrester asked if there would be a fixed contribution amount when the contract is signed, to which S. Child answered that there would be a fixed amount. He added that the equipment does not have to be leased; it can be purchased by the Town out-right.
- c. S. Smith asked if there would have to be a separate contract between the lead town and the participating towns that is separate from the Eversource contract, to which S. Child answered affirmatively.
- d. P. Lenky stated that one piece of equipment was priced at \$145,000. At another dealer, the same tractor was \$90,000 with 400 hours of demo time, and \$118,000 brand new. S. Smith asked if the 400 hour demo tractor would have a full warranty, to which P. Lenky responded affirmatively. S. Child mentioned that the choice is up to the Town which piece of equipment that they buy.
- e. S. Child mentioned that any damage complaint is the responsibility of the Town, not Eversource.
- f. **Kerstin Forrester moved and Shaina Smith seconded the motion to sign an initial agreement with Eversource, to contact the other two towns and get their agreement to participate, look into demoing the \$90,000 equipment, and look at the agreement Woodstock has with the other three towns.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.

9. Phone System Contract

- a. K. Forrester asked if Attorney St. Onge had reviewed the contracts the Board sent him. P. Lenky answered that he had not received a response from St. Onge yet, and that this agenda item should be tabled for the next meeting.
- b. K. Forrester stated that there seemed to be concern that the Board did not discuss their phone needs prior to creating a contract, but that the Board had two special meetings with Spectrum and Nextiva to discuss phone needs with them.

10. ServPro Update

- a. P. Lenky stated that the mold remediation including cleaning vents would be occurring on June 13th and June 20th.
- b. **Kerstin Forrester moved and Paul Lenky seconded the motion to approve the ServPro agreement and have Paul Lenky sign the agreement.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.

11. Open Janitorial Bids

- a. P. Lenky opened the bids and read them aloud as follows:
 1. Sweep and Mop, LLC; Danielson, CT: Non-bid (no amount included)
 2. Top Shape Cleaners; Pomfret, CT: \$170 per week
 3. Landry's Flooring, LLC: \$300 per week
 4. RK Pellerin; Grosvenordale, CT: \$160 per week
 5. Dawn's Premium Cleaning; Putnam, CT: \$1,600 per month
 6. Jani King; Windsor Locks, CT: \$550 per month, \$50 extra per cleaning of the Community Room.

12. Road Updates

- a. P. Lenky stated that road crews are still doing street sweeping. He stated that Buck Hill Rd. will be paved soon, which will hopefully be done by the end of July.

13. Other Business

- a. Resignation
 1. **Shaina Smith moved and Paul Lenky seconded the motion to accept the resignation of Kerstin Forrester from the Fire Protection Advisory Committee.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
- b. File Access
 1. K. Forrester mentioned that there have now been several problems regarding missing files/records. She stated that there needs to be some process for how files are accessed, so that the Town knows who was in an office and what was accessed.
 2. S. Smith suggested a simple sign-in sheet, and if something goes missing that is not on the sign-in sheet, then it is that department's responsibility.
 3. P. Lenky added that an employee should always be in the room when someone is accessing records.
 4. K. Forrester stated that if someone is not in an office, then the office should be locked, and that there should be a procedure for employees to follow.
 5. S. Smith stated that she would draft a procedure for the next meeting.

14. Citizens' Comments on Agenda

- a. Rene Waldron, stated that it was brought to her attention that the Board did not act on the Recreation Department's request for hiring summer staff. She stated that the hiring process was started months ago and that the people on the list give to the Board are registered to attend training on Saturday that has been paid for. She requested that the Board re-open the discussion.
- b. Ken Beausoleil, Walker Dr., stated that before the Board had a meeting with the phone contractors, they should've had an open meeting discussing expectations.

- c. Renee Waldron stated that \$400 has already been spent toward training and that it is vital that the Board re-open the discussion about summer staff.
 - 1. **Kerstin Forrester moved and Paul Lenky seconded the motion to re-open the discussion regarding Recreation Summer Staff and approve the recommendations.**
 - 2. The Board had the following discussion before voting:
 - a. K. Forrester asked how many people on the list are re-hires, to which R. Waldron replied that 15 are re-hires.
 - b. K. Forrester asked where the opening was posted. R. Waldron answered that it was posted in the Shopper's Guide and on the Town's website.
 - c. K. Forrester asked about the qualifications. R. Waldron explained that it depends on which position is being discussed, and provided some of the qualifications for some of the positions.
 - d. S. Smith asked who conducts the interviews. R. Waldron answered that she and two Summer Camp supervisors conduct interviews.
 - e. K. Forrester asked when the ad appeared in the Shopper's Guide. R. Waldron answered that the ad ran mid to late February.
 - f. K. Forrester asked R. Waldron to note on the list what positions each person on the list is being hired for.
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.

15. Tax Refunds: None

16. Adjourn

- a. **Kerstin Forrester moved and Shaina Smith seconded the motion to adjourn.**
Kerstin Forrester- Yes Paul Lenky- Yes Shaina Smith- Yes
The motion carried unanimously.
- b. First Selectman Paul Lenky adjourned the meeting at 9:23 PM.

Tina Fox
Recording Secretary

