

**Board of Selectmen
Special Meeting
Town Hall/Zoom
January 27, 2022 — 4:00 PM
MINUTES**

Members Present: First Selectman Kevin Cwikla, Selectmen Kathleen Smith, Robin Chesmer, Betsy Petrie-McComber, and Mark DeCaprio

Others Present: Hayley Wagner (Finance Director); Jim Russo (Library Building Committee); Dean Hunniford (Director of Public Works and Facilities); Bernard Dennler (Office Manager to the First Selectman)

1.0 Call to Order

First Selectman K. Cwikla called the meeting to order at 4:02 PM.

2.0 Discuss and act upon FY22-23 budget

Selectmen: No updates since last meeting.

Computer Services: Some additions such as bank fees which were previously applied to a different account but the auditor recommended a change. Postage related to tax/QDS was removed because it was already being charged to a different account and appeared to be double-budgeted here and within Town Hall's postage account.

Town Hall: No changes. K. Smith asked to review the postage numbers to see if the postage amount can be reduced given decreasing volumes of mail.

Fire Safety Complex: Discussion on oil prices. Fuel price for next year not yet locked in. The School Business Office and Finance Office are coordinating to lock-in a price.

Public Works: Repair costs are up five percent. D. Hunniford said repair costs are skyrocketing with inflation. K. Cwikla said they should be conservative on the price of electricity. R. Chesmer said that given the increasing price of parts and labor that he will commend D. Hunniford if he will be able to meet his goals with the budget increase as presented. D. Hunniford said he believes the administrative clerk who works part-time for Public Works should receive a wage adjustment.

Buildings and Grounds: D. Hunniford said the budget is fairly static. D. Hunniford said he believes the Building and Grounds Maintainer should receive a wage adjustment. Discussed cleaning contractors and options going forward including the possibility of shared services with the school. D. Hunniford will look at generator service costs as well. Increase pest control to include DPW for staff safety and to protect generator. D. Hunniford is looking into metered service lights for the Town Green skating pond.

Special Events: B. Dennler said it is difficult to purchase the flags and grave markers requested for the cemeteries each year for Memorial Day. The Selectmen discussed doubling funds for Memorial Day and Tree Lighting given recent and upcoming expenses and adding a line item for Halloween for \$500. K. Smith said the Halloween on the Green event is really growing and the Town should budget for expenses related to it as it grows. R. Chesmer said these community events really make the community and he supports the increase and addition.

Snow Removal: Salt prices have increased significantly. Sand usage is down.

The Selectmen agreed to discuss the budget again at their regular meeting and meet again if necessary on February 8.

3.0 Discuss and act upon authorizing the First Selectman to sign a contract for the library phone system

K. Smith MOVED to authorize the First Selectman to sign a contract with Environmental Systems Corporation for phone systems at the Jonathan Trumbull Library. R. Chesmer SECONDED.

J. Russo said they are planning to install six desktop phones and two long range cordless remote phones. The contract was procured using the State of Connecticut procurement system. The cost is less than \$5,000.

MOTION CARRIED 5:0

4.0 Discuss and act upon authorizing the First Selectman to sign the Lyman Memorial High School SERAC Grant

B. Dennler said that James Apicelli, LMHS principal, has requested the First Selectman sign the SERAC grant which will be used to do education around the dangers of vaping and for mental health programming for students and staff.

K. Smith MOVED to authorize the First Selectman to sign the Lyman Memorial High School SERAC grant. M. DeCaprio SECONDED.

MOTION CARRIED 5:0

5.0 Adjourn

The meeting adjourned at 5:18 PM.

Respectfully submitted,

Bernard W. Dennler III
Office Manager to the First Selectman