

**Board of Selectmen  
Special Meeting  
Town Hall/Zoom  
February 8, 2022 — 5:00 PM  
MINUTES**

**Members Present:** First Selectman Kevin Cwikla, Selectmen Kathleen Smith, Robin Chesmer, and Mark DeCaprio

**Others Present:** Hayley Wagner (Finance Director); Dean Hunniford (Director of Public Works/Facilities); Bernard Dennler (Office Manager to the First Selectman)

**1.0 Call to Order**

K. Cwikla called the meeting to order at 5:05 PM.

**2.0 Discuss and act upon wage matrix proposals for FY22-23**

K. Cwikla discussed the need to adjust the non-union and part-time wage matrix due to the rising minimum wage. He said the lowest wage-earners in town are most affected by minimum wage. Some positions that currently earn more than minimum wage would be making minimum wage if the Selectmen do not adjust the wage matrix. Positions targeted for increases due to the increasing minimum wage include the positions of van coordinator, transportation clerk, van driver, materials handler, senior library aide, library aide, aquatic director, and substitute library aide. K. Cwikla also recommended increases for the positions of buildings and grounds maintainer and administrative clerk. K. Cwikla said they may need to also look at the positions of building official, sexton, and social services director.

The Selectmen agreed they supported the wage matrix as presented.

K. Cwikla and H. Wagner said the Cemetery Commission is proposing to double the stipend for the position of Sexton and to add coverage for when the Sexton is away. H. Wagner read from the Cemetery Commission's proposal which states the current Sexton is preparing to retire. The proposed rate was based on analysis of comparable positions in the state based on duties. M. DeCaprio and R. Chesmer asked to revisit this.

K. Cwikla said there is also a request from the Social Services Director to discuss her position. They agreed to revisit this.

*K. Smith MOVED that the non-union wage matrix be forwarded to the Board of Finance as presented, without the Social Services Director or Sexton positions. M. DeCaprio SECONDED.*

MOTION CARRIED 4:0

**3.0 Discuss and act upon TIP and Capital requests for FY22-23**

The Selectmen reviewed departments TIP and capital requests to decide which TIP requests the Selectmen will support with their TIP request to Board of Finance. D. Hunniford presented an additional request for temperature monitoring sensors for seven DPW vehicles. The sensors monitor the temperature of the ground the vehicle is driving on. They discussed other electronic

upgrades for plow trucks which D. Hunniford presented. The upgrades will give drivers more control over the amount of salt spread per mile. It will also help track the amount of salt used per mile.

The Selectmen reviewed other TIP requests. The current TIP balance is around \$255,800.

They noted the TIP request for Cemetery Commission appears to be a duplicate of requests from past years that have been funded but not completed. H. Wagner will get more information from the Cemetery Commission before forwarding the request.

The Selectmen discussed ways to improve tracking of TIP over the years including projects that have been completed fully or partially.

The Selectmen reviewed Capital requests. The budget includes \$150,000 to perform the mandated revaluation. \$600,000 is included for paving. D. Hunniford said his requests include funding for a new bucket truck, a new plot truck, and tree maintenance.

The Selectmen agreed to request that \$100,000 be allocated for TIP in the FY22-23 budget.

#### **4.0 Discuss and act upon FY22-23 budget requests**

H. Wagner said most budget requests overseen by the Selectmen have already been reviewed or are static budgets. Solid Waste still needs to be decided.

Solid Waste: Salaries will be adjusted per the non-union wage matrix. Other line items were adjusted based on a projection.

The Selectmen agreed to send their budget requests to the Board of Finance for consideration.

#### **5.0 Revise motion of 2/1/22 meeting regarding Self-Funded Dental Plan**

The Selectmen reviewed correspondence from the auditor regarding the Self-Funded Dental Plan policy. H. Wagner said that the Town's policy dictates that premiums must be lowered if the fund is above a certain threshold. Therefore, the previous week's motion to move \$50,000 into the general fund rather than lower premiums would be a violation of the policy. The auditor recommends the Selectmen adopt a premium reduction.

*K. Cwikla MOVED to supersede the motion of 2/1/22 and to lower dental premiums by 10 percent for fiscal year 22-23. M. DeCaprio SECONDED.*

MOTION CARRIED 3:0

K. Smith abstained.

#### **6.0 Adjourn**

The meeting adjourned at 6:36 PM.

Respectfully submitted,

Bernard W. Dennler III

Office Manager to the First Selectman