



BOARD OF SELECTMEN

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

*Matthew S. Knickerbocker, First Selectman
Richard C. Straiton, Selectman
Paul R. Szatkowski, Selectman*

MINUTES OF SPECIAL MEETING

Thursday, February 25, 2016
1:00 p.m.
CJH Municipal Center – Meeting Room “A”

RECEIVED

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TOWN OF BETHEL
TOWN CLERK

PRESENT: First Selectman Knickerbocker, Selectman Straiton and Selectman Szatkowski. Also in attendance were Comptroller Robert Kozlowski and Assistant Comptroller Brad Heering.

First Selectman Knickerbocker called the Special Meeting to order at 1:10 p.m.

1) FY 2016-2017 Budget Deliberation

Account 100 – Selectmen’s Office **FY 2016-2017 request - \$238,493**
Board of Selectmen FY 2016-2017 recommendation - \$238,493

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 100 – Selectmen’s Office at \$238,493. Vote, all in favor, motion unanimously approved.

Selectman Straiton and Selectman Szatkowski both noted that salary increases for the Selectmen are warranted, due to the amount of time spent performing their duties as well as recognition to the role the selectmen provide to the town.

Account 110 – Treasurer **FY 2016-2017 request - \$ 8,500**
Board of Selectmen FY 2016-2017 recommendation \$8,500

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 110 – Treasurer at \$8,500. Vote, all in favor, motion unanimously approved.

Account 120 – Finance Department **FY 2016-2017 request - \$ 422,370**
Board of Selectmen FY 2016-2017 recommendation \$422,370

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 120 – Finance Department at \$422,370. Vote, all in favor, motion unanimously approved.

Account 130 – Town Clerk ***FY 2016-2017 request - \$218,037***
Board of Selectmen FY 2016-2017 recommendation - \$218,037

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 130 – Town Clerk at \$ 218,037. Vote, all in favor, motion unanimously approved.

Account 140 – Assessor ***FY 2016-2017 request - \$211,763***
Board of Selectmen FY 2016-2017 recommendation \$211,763

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 140 – Assessor at \$211,763. Vote, all in favor, motion unanimously approved.

Account 150 – Tax Collector ***FY 2016-2017 request -\$194,257***
Board of Selectmen FY 2016-2017 recommendation - \$194,257

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 150 – Tax Collector at \$194,257. Vote, all in favor, motion unanimously approved.

Account 160 – Professional Services ***FY 2016-2017 request - \$238,880***
Board of Selectmen recommendation - \$213,880

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 160 – Professional Services at \$238,880. Selectman Szatkowski amended the motion, which was seconded by Selectman Straiton, to reduce 352 – Legal Services by \$25,000. Vote, all in favor, motion unanimously approved. Vote on the new amount of \$213,880 was unanimous.

Account 170 – Probate Office ***FY 2016-2017 request - \$ 5,084***
Board of Selectmen FY 2016-2017 recommendation \$5,084

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account – 170 Probate Office at \$5,084. Vote, all in favor, motion unanimously approved.

Account 180 – Building Inspection ***FY 2016-2017 request - \$216,050***
Board of Selectmen FY 2016-2017 recommendation \$216,050

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 180 – Building Inspection at \$216,050. Vote, all in favor, motion unanimously approved.

Account 190 – Data Processing **FY 2016-2017 request - \$266,479**
Board of Selectmen FY 2016-2017 recommendation \$266,479

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 190 – Data Processing at \$266,479. Vote, all in favor, motion unanimously approved.

Account 200 – Social Services **FY 2016-2017 request - \$109,350**
Board of Selectmen FY 2016-2017 recommendation \$62,750

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 200 – Social Services at \$62,750. Vote, all in favor, motion unanimously approved. This provides for reductions to 101 – Social Services Director of \$20,000 to keep the position at a part-time level, 309- Emergency Fund of \$1,000 and a reduction of \$26,100 to 339 – Non-Government Organizations. Vote, all in favor, motion unanimously approved. Recommendation to the Board of Selectmen for the distribution of funds in the amount of \$20,000 for Non-Government Organizations will be by the Social Services Director.

Account 210 – Town Insurance **FY 2016-2017 request - \$1,294,577**
Board of Selectmen FY 2016-2017 recommendation \$1,269,577

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 210 – Town Insurance at \$1,269,577. Vote, all in favor, motion unanimously approved. This provides for a reduction to 325 – Worker’s Compensation of \$ 25,000.

Account 220 – Fleet Maintenance **FY 2016-2017 request - \$ 375,182**
Board of Selectmen FY 2016-2017 recommendation \$375,182

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 220 – Fleet Maintenance at \$375,182. Vote, all in favor, motion unanimously approved.

Account 230 – Public Works **FY 2016-2017 request - \$303,825**
Board of Selectmen FY 2016-2017 recommendation \$ 302,090

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 230 – Public Works at \$303,825.

Selectman Straiton amended the motion, which was seconded by Selectman Szatkowski, to reduce 120 – Intern by \$1,735 (to be funded through the Public Utilities Commission account) leaving \$1,800. Vote, all in favor, motion unanimously approved. Voting in favor of the amended total of \$302,090 – First Selectman Knickerbocker and Selectman Straiton. Voting against the motion: Selectman Szatkowski. Motion passed.

Account 240 – Highway Department **FY 2016-2017 request - \$1,565,407**
Board of Selectmen FY 2016-2017 recommendation \$ 1,665,407

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 240 – Highway Department at \$1,765,407 (increasing 404 – Road Construction by \$200,000). Selectman Szatkowski amended the motion, which was seconded by Selectman Straiton, to fund 404 – Road Construction at \$400,000. Vote, all in favor, motion unanimously approved. Voting in favor of the new recommendation of \$1,665,407 was unanimous.

Account 245 – Transfer Station **FY 2016-2017 request - \$181,500**
Board of Selectmen FY 2016-2017 recommendation \$181,500

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 245 – Transfer Station at \$181,500. Vote, all in favor, motion unanimously approved.

Account 250 – Planning & Zoning **FY 2016-2017 request - \$226,801**
Board of Selectmen FY 2016-2017 recommendation \$225,359

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 250 – Planning & Zoning at \$225,359. Vote, all in favor, motion unanimously approved. This provides for a reduction of \$1,442 to 403 – Capital Equipment.

Account 260 – Building Maintenance **FY 2016-2017 request - \$731,367**
Board of Selectmen FY 2016-2017 recommendation \$731,367

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 260 – Building Maintenance at \$731,367. Vote, all in favor, motion unanimously approved.

Account 270 – Tree Warden **FY 2016-2017 request - \$90,400**
Board of Selectmen FY 2016-2017 recommendation - \$90,400

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 270 – Tree Warden at \$90,400.

Vote, all in favor, motion unanimously approved. First Selectman Knickerbocker noted the Charter requirements and State Statutes requiring an appointed Tree Warden.

Account 290 – Emergency Management **FY 2016-2017 request - \$27,250**
Board of Selectmen FY 2016-2017 recommendation - \$27,250

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 290 – Emergency Management at \$27,250. Vote, all in favor, motion unanimously approved.

Account 300 – Fire Marshal **FY 2016-2017 request - \$98,005**
Board of Selectmen FY 2016-2017 recommendation - \$92,905

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 300 – Fire Marshal at \$92,905. Vote, all in favor, motion unanimously approved. This provides for a reduction to 313 – Contracted Services of \$5,100 for the vehicle, which will be considered in the capital account.

Account 310 – Bethel Fire Department **FY 2016-2017 request - \$170,400**
Board of Selectmen FY 2016-2017 recommendation - \$170,400

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 310 – Bethel Fire Department at \$170,400. Vote, all in favor, motion unanimously approved.

Account 320 – Stony Hill Fire Department **FY 2016-2017 request - \$135,950**
Board of Selectmen FY 2016-2017 recommendation - \$128,750

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 320 – Stony Hill Fire Department at \$128,750. Vote, all in favor, motion unanimously approved. This provides for a reduction to 403 Capital Equipment of \$7,200 for the Training Apparatus, which will be considered in the capital account.

Account 330 – Registrar of Voters **FY 2016-2017 request - \$104,336**
Board of Selectmen FY 2016-2017 recommendation - \$104,336

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 330 – Registrar of Voters at \$104,336. Vote, all in favor, motion unanimously approved.

Account 340 – Town Boards & Commissions **FY 2016-2017 request - \$46,750**

Board of Selectmen FY 2016-2017 recommendation - \$46,750

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 340 – Town Boards & Commissions at \$46,750. Vote, all in favor, motion unanimously approved. The funding for the Youth Commission has been transferred to the Parks & Recreation Account as this will now fall under that department.

Account 350 – Health Department **FY 2016-2017 request - \$316,671**
Board of Selectmen FY 2016-2017 recommendation - \$307,671

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 350 – Health Department at \$307,671. Vote, all in favor, motion unanimously approved. The difference in the amount requested and amount recommended for funding was \$9,000 which was a duplication.

Account 360 – Police Department **FY 2016-2017 request - \$4,442,719**
Board of Selectmen FY 2016-2017 recommendation - \$4,410,744

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 360 – Police Department at \$4,442,719. Selectman Straiton amended the motion, which was seconded by Selectman Szatkowski, to reduce 403 – Capital Equipment by \$31,975 (vehicle and associated change-over). Vote, all in favor, motion unanimously approved. Vote on the amended account total was unanimous.

Account 380 – Parks & Recreation **FY 2016-2017 request - \$1,179,392**
Board of Selectmen FY 2016-2017 recommendation - \$1,061,468

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 380 – Parks & Recreation at \$1,096,852. Selectman Straiton amended the motion, which was seconded by First Selectman Knickerbocker, to reduce part-time salaries to cover the cost requested in Negotiated Salaries. This would provide for the funding a full-time maintainer (1) and reduced the part-time maintainer account. Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to reduce 315 – Park Maintenance in the amount of \$43,500 (Meckauer Park Basketball Court - \$9,500, Fence Repairs \$7,500, Johnson Backstop \$11,500 and Rockwell Fence \$15,000 – moving them to capital). Vote on the amended amount of \$1,061,468 was unanimous.

Account 390 – Employee Benefits **FY 2016-2017 request - \$5,682,801**
Board of Selectmen FY 2016-2017 recommendation \$5,682,801

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 390 – Employee Benefits at \$5,682,801. Vote, all in favor, motion unanimously approved.

Account 400 – Non Government Agencies – transferred to Account 200 – Social Services.

Account 405- Intra Govt. Agency Subsidies **FY 2016-2017 request - \$404,342**
Board of Selectmen FY 2016-2017 recommendation \$454,442

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 405 – Intra Government Agency Subsidies at \$404,342. Selectman Straiton amended the motion, which was seconded by First Selectman Knickerbocker, to increase 366 – Paramedic Intercept by \$50,000. Vote, all in favor, motion unanimously approved. This provides for an increase to reflect more of the actual costs of the paramedic operation. Voting in favor of the amended amount was unanimous.

Account 410 – Utilities, Charges & Services **FY 2016-2017 request - \$2,459,721**
Board of Selectmen FY 2016-2017 recommendation \$2,459,721

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 410 – Utilities, Charges & Services at \$2,459,721. Vote, all in favor, motion unanimously approved.

Account 420 – Misc. Charges and Transfers **FY 2016-2017 request - \$411,489**
Board of Selectmen FY 2016-2017 recommendation - \$411,489

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 420 – Misc. Charges and Transfers at \$411,489. Vote, all in favor, motion unanimously approved.

Account 430 – Senior Center **FY 2016-2017 request - \$215,099**
Board of Selectmen FY 2016-2017 recommendation - \$183,631

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 430 – Senior Center at \$183,631. Vote, all in favor, motion unanimously approved. This provides for a reduction to 105 – Asst. Center Director (keeping the position at part-time) and 403 – Capital Equipment (to be considered under the Capital account) in the amount of \$12,468. Vote, all in favor, motion unanimously approved.

Account 435 – Library **FY 2016-2017 request - \$850,503**
Board of Selectmen FY 2016-2017 recommendation - \$850,503

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend to the Board of Finance, funding Account 435 – Library at \$850,503. Vote, all in favor, motion unanimously approved.

Account 440 – Debt Service ***FY 2016-2017 request - \$ 3,871,436***
Board of Selectmen FY 2016-2017 recommendation - \$3,871,346

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 440 – Debt Service at \$3,871,346. Vote, all in favor, motion unanimously approved.

Account 450 – Board of Education ***FY 2016-2017 request - \$43,684,271***
Board of Selectmen FY 2016-2017 recommendation - \$43,684,271

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 450 – Board of Education at \$43,684,271. Vote, all in favor, motion unanimously approved.

Account 460 – BOE Maintenance ***FY 2016-2017 request -\$501,165***
Board of Selectmen FY 2016-2017 recommendation - \$500,000

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend to the Board of Finance, funding Account 460 – Board of Education Maintenance at \$501,165. Selectman Szatkowski amended the motion, which was seconded by Selectman Straiton, to reduce Account 460 – Board of Education Maintenance by \$1,165 to fund at \$500,000. Voting in favor of the motion: Selectman Straiton and Selectman Szatkowski. Voting against the motion. First Selectman Knickerbocker. Motion passed. Vote on the new amended amount of \$500,000 was approved.

Capital Items

The Board of Selectmen agreed to send the following items to the Board of Finance for recommended funding for Capital Items:

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$50,000 for the revaluation (Assessor's Office). Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$50,000 for the Planning & Zoning Plan of Conservation. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$55,000 for the purchase of a F350 Pick-up for the Highway Department. Vote, all in favor, motion unanimously approved.

Selectman Szatkowski made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$250,000 for Road Construction. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$178,000 for the purchase of a Class 8 42,000 GVW Truck for the Highway Department. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend funding in the amount of \$40,000 for the Codfish Hill culvert replacement. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$75,000 for our portion of the Maple Avenue drainage improvements. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$110,000 for the Berry School parking lot project. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$200,000 for the lighting along Whittlesey Drive. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$200,000 to replace the seating in the Bethel High School auditorium. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was not seconded, to recommend funding in the amount of \$844,100 for the turf field at the High School.

Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to recommend funding in the amount of \$150,000 for the roof repairs to the Garage at the Highway Department. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$250,000 for the Carbon Monoxide System at the Garage at the Highway Department. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to recommend funding in the amount of \$50,000 for the repairs to the Salt Storage Building at the Highway Garage. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$1,500,000 for the Municipal Center Locker Room project. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$25,675 for repairs at the Library for hardiplank siding, storm windows, pavers, basement windows and trees. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker recessed the Special Board of Selectmen meeting to 3:00 p.m. on Friday, February 26, 2016.

First Selectman Knickerbocker called the Special Board of Selectmen Meeting back into session at 3:05 p.m. on Friday, February 26, 2016.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend funding in the amount of \$115,000 for the Greenwood Avenue walkway repairs. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend funding in the amount of \$7,200 for the Forcible Entry Door for the fire departments. Vote, all in favor, motion unanimously approved.

Selectman Straiton made a motion, which was seconded by First Selectman Knickerbocker, to recommend funding in the amount of \$35,000 to purchase a vehicle for the Fire Marshal. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to recommend funding in the amount of \$12,500 for the Senior Center flooring. Vote, all in favor, motion unanimously approved.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to recommend funding in the amount of \$12,000 for the Sig Sauer Handguns for the Police Department. Vote, all in favor, motion unanimously approved.

The Board of Selectmen recommends funding in the amount of \$3,365,375 for Capital items.

2) Consideration of Appointment – Constable

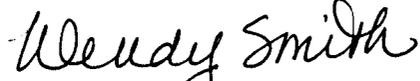
First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to appoint William Duff (R) as a Constable in place of previously appointed Robert Legnard (R). Vote, all in favor, motion unanimously approved.

3) Consideration of Tax Collector's request - for Tax Refund Authorization

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to approve the Tax Collector's request, dated February 22, 2016 and authorized \$439.83 in Tax Refunds. Vote, all in favor, motion unanimously approved.

As there were no further items on today's agenda, Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to adjourn the meeting at 3:45 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith Recording Secretary