



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 REGULAR MEETING

Tuesday, March 19, 2013

7:30 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 Town Counsel Martin Lawlor, Comptroller Robert Kozlowski and Assistant Comptroller Brad Heering.

Call to order/pledge of allegiance: First Selectman Knickerbocker called the meeting to order at 7:30 p.m.

Presentation to Board of Finance – Fiscal Year 2013-2014 recommended budget

First Selectman Knickerbocker presented the Board of Selectmen Fiscal Year 2013-2014 budget recommendations as follows:

100	Selectmen	Requested	198,175	Recommended	198,175
110	Treasurer	Requested	7,150	Recommended	7,150
120	Finance	Requested	387,761	Recommended	387,761
130	Town Clerk	Requested	216,486	Recommended	216,486

Note: The Board of Selectmen voted to recommend that the Board of Finance approve a salary increase of \$4,531 for the Town Clerk (accounted for in “Wage Contingency”)

140	Assessor	Requested	203,088	Recommended	203,088
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Note: Board of Selectmen approved request to increase line 105 “Part Time Clerk” to full time status.

150	Tax Collector	Requested	190,287	Recommended	190,287
160	Prof. Services	Requested	212,680	Recommended	212,680
170	Probate Court	Requested	4,428	Recommended	4,428
180	Building Inspection	Requested	217,960	Recommended	213,461

Note: New hire to replace retiring personnel will begin at lower salary.

190	Info Technology	Requested	269,724	Recommended	269,724
200	Social Services	Requested	64,097	Recommended	64,097
210	Insurance	Requested	1,204,737	Recommended	1,066,364

Board of Selectmen Meeting Minutes of March 19, 2013

Note: Savings realized with new insurance carrier.

220	Fleet Maintenance	Requested	359,096	Recommended	359,096
230	Public Works	Requested	316,421	Recommended	328,477

Notes: 1) Removed request for intern (-3,275); Added increase to bring department admin to full time status (+15,305)

240	Highway Department	Requested	1,344,982	Recommended	1,148,093
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*Notes: 1) Deducted requests for additional driver and secretarial support (-73,889);
2) Reduced "snow and ice overtime based on prior usage (-8,000);
3) Transferred road construction to capital expense (-115,000)*

250	Planning & Zoning	Requested	221,658	Recommended	221,658
260	Building Maintenance	Requested	666,413	Recommended	666,413
270	Tree Warden	Requested	94,400	Recommended	94,400
290	Emergency Mgmt	Requested	27,200	Recommended	27,200
300	Fire Marshal	Requested	89,797	Recommended	89,797
310	Bethel FD	Requested	199,875	Recommended	185,875

*Deductions: 1) Line 207-Painting (-5,000)
2) Line 301-Chief's stipend (-5,000)
3) Line 306-Hazardous waste disposal is ambulance expense (-4,000)*

320	Stony Hill FD	Requested	150,110	Recommended	150,110
330	Registrars	Requested	96,486	Recommended	96,486
340	Town Boards	Requested	128,350	Recommended	123,350

Note: Reduced line 509 "Charter Revision" (-5,000)

350	Health Department	Requested	284,096	Recommended	279,096
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Note: Removed request for second car (-5,000).

360	Police Department	Requested	3,984,515	Recommended	3,881,115
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*Notes: 1) Removed request for new patrol officer (-50,000)
2) Approved request for additional school resource officer
3) Reduced new car request from 5 to 3 (-53,400)*

380	Parks & Recreation	Requested	936,873	Recommended	929,582
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Note: Removed sod cutter, line 206 (-7,290)

390	Employee Benefits	Requested	5,897,230	Recommended	5,764,352
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Note: Savings expected with new carrier (-79,739)

400	Non Gov Subsidies	Requested	26,752	Recommended	17,883
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Note: Approved local agencies at prior year amounts; New Opportunities reduced their request.

405	Intra Gov. Agencies	Requested	401,742	Recommended	381,742
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Notes: Approved Bethel VNA @ 20,000 (-20,000), level with prior year.

410	Utilities	Requested	2,492,510	Recommended	2,492,510
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420	Charges & Trans.	Requested	443,205	Recommended	455,622
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Note: Includes wages contingencies for upcoming union negotiations, plus recommendation for Town Clerk salary.

430	Senior Center	Requested	151,715	Recommended	142,515
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*Notes: 1) Approved Line 317 (Activities) at prior year level (-5,500)
2) Removed request for new computers (obtained in current FY)*

435	Library	Requested	841,675	Recommended	818,408
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*Notes: 1) Reduced salary line 105 by 20,000
2) Funded all other lines at same level as PY*

Board of Selectmen Meeting Minutes of March 19, 2013

440	Debt Service	Requested	3,886,486	Recommended	3,886,486
450	BOE-General	Requested	40,946,273	Recommended	40,946,273
460	BOE-Maintenance	Requested	549,392	Recommended	530,150

Note: Deducted duplicate budget entry for contracted snow plowing (now remains in Highway budget)

The Board of Selectmen recommended the following items be funded in the capital plan:

Assessor	\$50,000	Revaluation
Public Works	\$22,000	Large format copier/scanner
Highway Department	\$152,000	42,000 lb GVW Truck
Highway Department	\$1,454,118	Road construction
Board of Education Maintenance	\$15,000	CCTV – Middle School and Berry School
Board of Education Maintenance	\$35,225	ADA improvements to fields, dugouts, bleachers
Board of Education Maintenance	\$93,000	Install emergency generator – High School
Board of Education Maintenance	\$25,000	Install emergency generator – Middle School
Building Maintenance	\$125,000	Municipal Center – Accessibility Improvements
Building Maintenance	\$25,000	Plumtrees Schoolhouse Improvements
Building Maintenance	\$50,000	towards GP A/C Project
Building Maintenance	\$400,000(*)	Install A/C & Heating Gym & GP Room
	(*) Must be shown as part of the capital plan and is to be funded by energy conservation project	
Bethel Fire Department	\$30,000	Epoxy Floor Coating
Parks & Recreation	\$25,000	Irrigation at Berry School fields
Parks & Recreation	\$13,000	Over Seeder

Public Comments: none

Correspondence: none that was not already on tonight's agenda

Minutes of February 28, 2012 Special Meeting: Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to approve the minutes as presented. Vote, all in favor, motion unanimously approved.

Minutes of March 5, 2013 Regular Meeting: Selectman Szatkowski made a motion, which was seconded by Selectman Straiton, to approve the minutes as presented. Vote, all in favor, motion unanimously approved.

First Selectman Report: First Selectman Knickerbocker noted that work continues at the Library, they will be closed from March 29th through most of April. The 2nd annual Bethel Blooms is this weekend.

New Business

Board of Selectmen Meeting Minutes of March 19, 2013

1.) Consideration of request – St. Mary’s Carnival

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to approve the request to use the Municipal Center lawn for the St. Mary’s Carnival, from May 10, 2013 to May 21, 2013 subject to receipt of the appropriate insurance.

2.) Consideration of resolution – State Historic Grant for Town Clerk’s office

First Selectman Knickerbocker advised that this is an annual grant opportunity in the amount of \$4,000 and allows for the continuation of the scanning of historic documents through the Town Clerk’s Office.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, that: Resolved, that Matthew S. Knickerbocker, First Selectman is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

And, it is further Resolved, that the Town of Bethel hereby adopts as its policy to support the nondiscrimination agreements and warranties required under Connecticut General Statutes 4a-60(a)(1) and 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142.

Vote, all in favor, motion unanimously approved.

3.) Consideration of request from Stony Hill Fire Department – trade vehicle for in-kind equipment mounting labor expense

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to table this request. Vote, all in favor, motion unanimously approved.

4.) Consideration of Tax Collector’s request for Tax Refund authorization

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to approve the Tax Collector’s request, dated March 12, 2013 and authorize Tax Refunds in the amount of \$4,000.39. Vote, all in favor, motion unanimously approved.

5.) Consideration of resolution – SweetHart Bus

Board of Selectmen Meeting Minutes of March 19, 2013

First Selectman Knickerbocker advised that this is an annual resolution required for continuation of the SweetHart bus.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, that: Be it Resolved that Matthew S. Knickerbocker, First Selectman is hereby authorized to negotiate and execute all necessary Agreement/Contract documents on behalf of the Town of Bethel with the Department of Transportation of the State of Connecticut and to affix the corporate seal.

Vote, all in favor, motion unanimously approved.

6.) Consideration of grant opportunity for Augustana Homes

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, that:

WHEREAS, pursuant to Connecticut General Statute Section 8-216 State reimbursement for tax abatements, the State of Connecticut, Department of Economic and Community Development is authorized to extend financial assistance to a municipality for housing solely for low or moderate-income families; and

WHEREAS, it is desirable and in the public interest that the Town of Bethel make an application to the State for reimbursement of real property taxed abated pursuant to CGS 8-215, Tax abatement for housing for low or moderate-income persons and to execute a Master Assistance Agreement for such purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE Bethel Board of Selectmen

1.) That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by the Connecticut General Statutes, particularly CGS 8-215 and 8-216; and

2.) That the filing of annual applications for State financial assistance as reimbursement for tax abatements by the Town of Bethel is hereby approved and that Matthew S. Knickerbocker, First Selectman is directed to execute and file such applications with the State of Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute a Master Assistance Agreement for State financial assistance

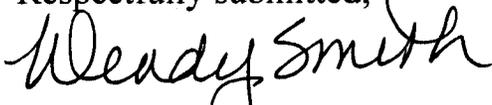
Board of Selectmen Meeting Minutes of March 19, 2013

if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Bethel.

Vote, all in favor, motion unanimously approved.

As there was no further business on tonight's agenda, First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to adjourn the meeting at 9:00 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary