

**BOARD OF SELECTMEN MEETING  
JULY 27, 2021  
MINUTES**

**PRESENT:** Shawn Talbot Chairman; Jason Somero and Bert Hamill Selectmen  
Jim Coffey, Interim Town Administrator

**The meeting opened at 5:00 with the Pledge of Allegiance**

**UPDATE WITH INTERIM CHIEF:** Lt Mike Abel discussed employee retention options the he has pulled together, Selectman Hamill had some additional suggestions. Status of the hiring process was also covered.

**NON-PUBLIC SESSION 1:** Started at 5:23 pm, out at 6:00 pm

**Motion** to go into non 91-A:3 II(a) by Selectman Talbot, seconded by Selectman Hamill, all in favor.

**Motion** to come out of non-public was made by Selectman Talbot and seconded by Selectman Somero, all were in favor.

**Return from non-public session:** Selectman Talbot made a motion to seal the minutes of the non-public session, Selectman Somero seconded, all in favor. There were three decisions reached.

**FRANK VOLPE / ANIMAL CONTROL:** Discussion to see if Mr. Volpe is still interested in the Animal Control position. This had been put on back burner during the change in personnel. Frank indicated he definitely is interested and what he could offer the town including his kennel. Will need to determine how to pay, along with what and how to pay and his hours, will it be per animal, per diem or scheduled hours.

- Jim will follow up with these details

**OLD NEW BUSINESS:**

**Road Grants:** Lou Alvarez was in the audience to discuss disbursement of possible grant monies, he suggested the town take care of roads currently being cared for by residents. Bert noted in the past it was the Town's position to not approve roads, but rather have residents petition to make them town roads. He also noted that there are restrictions on how the grant money can be used and this will need to be studied further.

Bert also noted some issues with the schools being short funds this year as well. This is a direct result of COVID 19, because more kids went to home schooling, this left a shortfall in the school budget of approximately the same as the grant we would receive.

Shawn asked if we automatically get it or do we have to apply for it, as he's heard of other towns receiving this money already.

Michael Pellerito (from the online meeting) offered to get the latest data for enrollment, and that we should look at the COVID grants.

John Schaumloffel agrees with Lou about principal of taking over roads that are up to town standards, but not about rebuilding them, as they should have been maintained and turned over to the town right away. He also noted Town should look at the funds as we are a town with a low vaccination rate and the school district could face the same as last year with parents pulling the kids.

#### **NON-PUBLIC SESSION 2:**

**Motion** to go into non 91-A:3 II(a&b) by Selectman Talbot, seconded by Selectman Hamill, all in favor.

**Motion** to come out of non-public was made by Selectman Talbot and seconded by Selectman Somero, all were in favor.

**Return from non-public session:** Selectman Talbot made a motion to seal the minutes of the non-public session, Selectman Somero seconded, all in favor.

**Non Public decision:** Upon return from the non-public it was announced that a decision has been made to appoint Jim Coffey as the interim Town Administrator. Jim passed out what he had for priorities that he would focus on. Balance Sheet, Audit, forms required were some items he will immediately focus on. Selectman Hamill **motioned** to ask for the engagement letter from the auditors, be signed by the Chairman and Town Administrator. Selectman Somero **seconded** the motion, all were in favor.

**Jim Coffey updates:** noted the trustees are trying to go through and do things better, one focus is on funds there that are just sitting there. He recommends liquidating some funds and put into Capital reserve accounts.

- Jim to create next year's warrant article draft and will include this.
- Jim to come up with a draft warrant and keep a running list of articles over time.

Jim noted that the new maps are now online.

Jim also brought up a trust fund that was meant to help offset school cost many years ago. There is a will that needs to be reviewed and then conveyed appropriately.

#### **Shawn's updates:**

Remove the reshuffle of assignments

Walk through of the Building B next week

- Susan to make signs
- Peter to join the tour.

Mike Pellerito sent Shawn an email last week to ask if town and school wanted to coordinate State vaccination van. Also suggestion to ask if it should be coordinated with the Children's Fair.

- Mike to reach out and get details including costs.
- Shawn to reach out to Rachael

It was noted that there are many places where the vaccines are readily available, not sure if van is necessary.

Craig Reynolds, school facilities, had sent a note that the Boynton School parking lot is being remodeled. The hope is that it alleviates the backup on Turnpike Rd at school close.

Shawn working on key fobs and login information for Jim Coffey. Also in general there is some housekeeping with the emails key fobs and access codes that is going on.

Jim asked about backups and where & how they are done and stored.

Bert noted there is a lot of paper files that have never been backed up. Jim noted the record retention statute should be looked at.

Jason gave an update on the hiring of Megan as the cleaning service for the town and police station.

HVAC pre bid meeting occurred Monday, 7 contractors joined and did the walk thru. Bids are due August 19<sup>th</sup>, looking to start as soon as possible.

Jim noted there may be paperwork outstanding for the LED street lights.

Bert took a look at loaders and determined whether you buy new or used the ultimate cost is not that different. He also noted that Wilton had 1 selectman with 3 positions in that town, and it brought up how many positions in a town one person should hold, and the BOS should keep this in mind. His last point was dress code.

Jason reminded the BOS about the residents' inquiry about lowering the speed limit on Turnpike where it is 50 MPH near fire department and Mill St. Shawn felt Peter needs to be involved in this when he gets back.

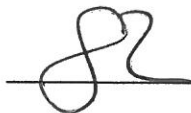
BOS reviewed documents, nothing of note during this time.

**Motion** to adjourn was made by Selectman Hamill, Selectman Somero seconded. All were in favor.


**Respectfully submitted,**  
**Susan Mallett, Land Admin**

**Minutes approved by**  
**BOARD OF SELECTMEN**

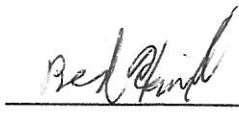
Shawn Talbot, Chairman:

 8/10/2021

Jason Somero:

 8-10-21

Bert Hamill:

 8/10/21