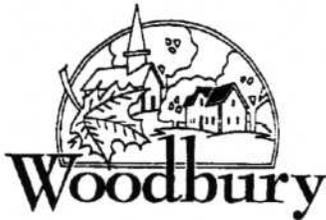


# TOWN OF WOODBURY

Office of the First Selectman

281 Main Street South

Woodbury, Connecticut 06798



First land deed from the Indians  
April 12th 1659

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## BOARD OF SELECTMEN REGULAR MEETING MINUTES

Thursday, June 25, 2015

Shove Conference Room

7:30 p.m.

PRESENT: First Selectman William J. Butterly, Jr., Selectman Barbara Perkinson, one reporter, approximately twelve residents

ABSENT: Selectman Martin Overton

1. Call to order – First Selectman Butterly called the meeting to order at 7:30 p.m.
2. Pledge of Allegiance
3. First Selectman's Report – First Selectman Butterly reported:
  - That the roads program project that gives us statistics of our ninety miles of road conditions is underway and a draft is expected mid-August.
  - That the area for moving the crosswalk nears the intersection of Mountain Road/Judson Street has now been surveyed.
  - That he met with Dept. of Environmental and Energy Protection officials about the grant application for funds to purchase the reservoir property—amount to be determined by the Governor.
4. Privilege of the Floor – Mr. Tom Arras: Mr. Arras complained (referencing the Town Meeting) that he felt an executive of the town should not approach anyone in the audience aggressively, complained about the meeting notice heading and its legality, and complained about the First Selectman's letter in *VOICES*.
5. Minutes –Special Meeting June 9, 2015 – MOTION: Selectman Perkinson moved to accept the Board of Selectmen Special Meeting Minutes of June 9, 2015. SECOND: First Selectman Butterly. MOTION PASSED.
6. Appointments/Resignations – First Selectman Butterly and Selectman Perkinson noted, with their deep regret, the recent resignation of Claire Smith-Bennett from the Commission of the Elderly.
7. Bid Awards –MOTION: Selectman Perkinson moved to approve the bid waiver for 3/8" process stone used for chip seal process from O & G Industries in the amount of \$15.00 per ton for a total not to exceed \$18,000.00 based on the state bid. SECOND: First Selectman Butterly. MOTION PASSED. MOTION: First Selectman Butterly moved to accept the quotation for (complete reclamation) regrading to reprocess 800' of Quassuck Road by S & S Asphalt Paving, Inc. in an amount not to exceed \$7500.00. SECOND: Selectman Perkinson. MOTION PASSED. MOTION: First Selectman Butterly moved the bid waiver for Tri-State Industrial Maintenance, in an amount not to exceed \$24,160.00 for catch basin cleaning, per State Bid Contract #13PSX0244. SECOND: Selectman Perkinson. MOTION PASSED. MOTION: First Selectman Butterly moved to accept the bid from Dell regarding Computer Software ((two) Microsoft Windows Server

2012 R2 Datacenter; (fifty) Microsoft Windows Server 2012 CAL; (two) Microsoft SQL Server 2014 Standard; (thirty) Microsoft SQL Server 2014 CAL; (thirty) Microsoft Windows Server 2012 Remote Desktop Services CAL) in an amount not to exceed \$16,653.10. SECOND: Selectman Perkinson. MOTION PASSED.

8. Donations – none.

9. Old Business

- a. Discuss and take action regarding 2013-Established Charter Revision Commission Revisions – First Selectman Butterly stated that Town Attorney Jessell reported a problem with two sections that the Charter Revision Commission had deleted. Potentially with these deletions (Reg. 14) it would be difficult to set a mill rate. MOTION: Selectman Perkinson moved to request to the Charter Revision Commission that the following be added back in: on page 19, Chapter VII. Finance and Taxation, Section 702. Budget Procedure, C. Duties of the Board of Finance, #2c. *“(ii) Woodbury’s share of the Regional School District 14 budget,”* and on page 20, C. Duties of the Board of Finance, D. Annual Budget Meeting, *“4. In the event that, at the time of the Annual Budget Meeting the Region 14 budget has not been approved, the Annual Budget Meeting shall have the power to act upon the Annual Budget with the exception of the portion of the budget attributable to the Town’s share of the Region 14 budget (the “Annual Municipal Budget”). The amount of the Town’s share of the Region 14 budget shall, when it is determined, be added to the Annual Municipal Budget to establish the Annual Budget.”* SECOND: First Selectman Butterly. MOTION PASSED. It was noted that the deadline for the CRC to submit their final report to the Board of Selectmen is June 29, 2015—Chairman Drakeley interjected that the CRC had posted a special meeting for 6/26/15.
- b. Discuss and take action regarding purchase of Reservoir Property – possible Executive Session for negotiations – no action.

10. New Business

- a. Discuss and take action to approve the Woodbury Parks and Recreation Department’s Volunteer/Instructor Position Background Check Policy – First Selectman Butterly passed out forms proposed by the Director of Parks and Recreation for background checking that indicated that the Woodbury Police Department would perform the background checks. MOTION: First Selectman Butterly moved to approve the Woodbury Parks and Recreation Department’s Volunteer/Instructor Position Background Check Policy as presented. SECOND: Selectman Perkinson. MOTION PASSED.
- b. Discuss and take action to approve Land Use Board/Commission Clerks’ job description – First Selectman Butterly noted that the job description indicates a responsibility shift in preparation for land use meetings from the clerks to the Land Use Administrative Assistant. MOTION: First Selectman Butterly moved to approve Land Use Board/Commission Clerks’ job description as presented. SECOND: Selectman Perkinson. MOTION PASSED.
- c. Discuss and take action regarding Woodbury Library Board of Trustees – Selectman Perkinson had requested this agenda item to discuss the status of the vote taken two months ago for the Parker Academy painting and Library Gallery Interior projects. First Selectman Butterly read the letter from the Library Board of Trustees dated June 23, 2015 indicating their offer of more information regarding the Tecton Architects’ contract and an email from Town Attorney Kaelin, dated June 24, 2015, indicating the consequences if the additional terms approved by the BOS were not acceptable to the architect. Discussion among the Selectman and Library Board members present continued to reiterate communications with the Trustees of Town Funds, conditions of library trust funds, dissatisfaction in contract review delays, differences in opinion whether the Library Board had to approve use of their

trust funds, and the shift from potentially building a new library to improving the existing structure.

- d. Discuss and take action regarding RFQ Broker/Consultant for Employee Benefits Plans – First Selectman Butterly explained that a Request for Qualifications had been posted for this service—services that had been provided by the same firm for a number of years, five responses had been received, four firms were interviewed by staff, concerns centered around joining Region #14 with a co-broker arrangement since the large group number will change in 2016, and existing staff already acquainted with the Town of Woodbury’s employees.

MOTION: First Selectman Butterly moved to appoint Brown & Brown Insurance of Connecticut Inc., as Broker/Consultant for Employee Benefits Plans (agent of record for health insurance) for the Town of Woodbury, effective July 1, 2015. SECOND: Selectman Perkinson. MOTION PASSED.

11. Correspondence – Library Board of Trustees’ letter dated June 23, 2015 – no action taken.

12. Adjournment – MOTION: Selectman Perkinson moved to adjourn at 8:45 p.m. SECOND: First Selectman Butterly. MOTION PASSED.

Respectfully submitted,



Jan Krampitz, Secretary to the Board of Selectmen

RECEIVED & FILED  
IN WOODBURY, CT

This 29 day of June 20 15  
at 11:15 o'clock A M  
  
Town Clerk