

Board of Selectmen

Budget Workshop Meeting Minutes

March 19, 2008

Present: Susan Bransfield-First Selectwoman, John Anderson, Carl Chudzik, Mark Finkelstein, Brian Flood, Sharon P. Gibala, Kathy Richards

Others: Rob Buden-Finance Director; Mary Flood-Senior Services Administrator; David Kuzminski-Technology Coordinator; Mary Pont-Youth Services Administrator

First Selectwoman Bransfield called the Budget Workshop to order at 7:00 pm.

SENIOR SERVICES - Mary H. Flood was present to discuss the Senior Services budget.

The budget workshop recessed at 7:30 PM.

BOARD OF SELECTMEN

Regular Meeting Minutes

March 19, 2008

Present: Susan Bransfield-First Selectwoman, John Anderson, Carl Chudzik, Mark Finkelstein, Brian Flood, Sharon P. Gibala, Kathy Richards

Others: Rob Buden-Finance Director; Dr. Sally Doyen-Superintendent of Schools; Christopher Hetrick-BOE Chair; Honora Kenney-BOE; Christopher Phelps-BOE; Maryanne Rode-BOE; State Representative James O'Rourke

1. First Selectwoman Call Regular Meeting to Order

First Selectwoman Bransfield called the meeting to order at 7:30 pm.

2. Pledge of Allegiance

3. Approve Minutes: None

4. Accept Agenda

Under "New Business" agenda item B) State DOE Audit of PMS/PHS School Construction Grant was moved up to #7, after Public Comment (#6) renumbering Old Business to #8 and the subsequent agenda items numbered accordingly. Motion was made by John Anderson, seconded by Brian Flood to approve agenda as amended. The vote was unanimous, motion carried.

5. Communications / Correspondence: None.

6. Public Comment:

Carl Fitzgibbons of 17 Jordan Lane spoke in favor of redistributing the classrooms from the Brownstone Intermediate School to Gildersleeve and Middle Schools for increased efficiency.

Michael Kirchberger of 18 Stonegate Drive also spoke in favor of redistributing the classrooms from the Brownstone Intermediate School to Gildersleeve and Middle Schools for increased efficiency.

7. State Department of Education (DOE) Audit of PMS/PHS School Construction Grant

Dr. Sally Doyen spoke and presented an introduction to the school audit matter.

Christopher Hetrick spoke and provided an update to the same.

First Selectwoman Bransfield reported on the letter from Ray Inzero and a meeting with the Commissioner of DOE, to be arranged by Sally Doyen, and a meeting with the Governor's Office, to be arranged by John Anderson.

State Representative James O'Rourke made comments in support of the Town of Portland.

Christopher Phelps also spoke about the matter.

Roy Guild of 122 Great Hill Pond Road spoke regarding the school audit.

Melissa Allen of 111 Collins Hill Road spoke regarding the school audit.

8. Old Business

A) Lease Agreement between Town and Northern Middlesex YMCA

The Agreement was approved at the Special Town Meeting held prior to the Budget Workshop and Regular meeting; no further action required.

B) Appointments to Boards and Commissions (Re-appointments, vacancies, etc.)

John Anderson made motion, seconded by Mark Finkelstein to appoint David Richardson to the Library Board of Directors, filling the vacancy created by the resignation of John Steele. Vote unanimous, motion carried.

9. New Business

A) Lease Agreement between Town and Connecticut Cellar Savers

RESOLUTION:

WHEREAS, the current lease agreement between the Town of Portland and the Connecticut Cellar Savers, Inc. for the use of the Town-owned building located at 634 Main Street in the Town of Portland as a Fire Fighters Museum, will expire June 30, 2008; and

WHEREAS, that the Town is in favor of renewing the agreement for a period of five years effective July 1, 2008 and expiring June 30, 2013 for the fee of \$1.00 per year to the Town of Portland for Rental Payment; now therefore be it

RESOLVED, that the First Selectwoman Susan S. Bransfield, be and hereby is authorized to act on behalf of the Town of Portland to sign said lease agreement.

In accordance with Chapter V, Section 503(f) of the Town of Portland Charter, this action requires approval at a Special Town Meeting.

The Selectmen were in favor of renewing the five-year lease agreement with the Connecticut Cellar Savers. Motion was made by Mark Finkelstein, seconded by John Anderson to set a Special Town Meeting for Wednesday April 2, 2008 at 6:30 PM. Vote unanimous, motion carried.

B) Short-Term Land Lease Extension between Town of Portland and Gotta's Farm

RESOLUTION:

WHEREAS, the current short-term land lease agreement between the Town of Portland and Gotta's Farm for the use of land owned by the Town for the growing of annual vegetable crops will expire June 30, 2008; and

RESOLVED, that the Town is in favor of renewing the agreement for a period of one year effective July 1, 2008 and expiring June 30, 2009 for the fee of \$70 per acre, or a total of Seven-Hundred dollars (\$700) to the Town of Portland for Rental Payment; be it further

RESOLVED, that the First Selectwoman Susan S. Bransfield, be and hereby is authorized to act on behalf of the Town of Portland to sign said short term land lease agreement.

Motion was made by Mark Finkelstein, seconded by John Anderson to approve the short-term land lease agreement between the Town of Portland and Gotta's Farm. Vote unanimous, motion carried.

C) Resolution: Fair Housing Month

FAIR HOUSING RESOLUTION:

WHEREAS, all American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, the Town of Portland is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Portland, Connecticut hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis; and be it further

RESOLVED, that the First Selectwoman of the Town of Portland or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practices in the Town of Portland.

Motion was made by Mark Finkelstein, seconded by Sharon Gibala to approve the Fair Housing Resolution. Vote unanimous, motion carried.

D) Affirmative Action Policy Statement

Town of Portland, Connecticut
AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectwoman of the Town of Portland, Connecticut, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of Portland work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso on November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, the Town of Portland further states that it will comply with the anti-discrimination provisions of the State and Federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by may older persons and, where appropriate, the Town has set program goals to overcome the present effects of past discrimination, if any to achieve the full and fair utilization of such persons in the work force. The Town further pledges that it will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town will: (1) review its personnel polices and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Sections 46a-60(b), 46a-80(b), and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bona-fide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of Portland will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13th, 14th, and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), Connecticut General Statutes and Connecticut Code of Fair Accommodations Law (46a-63-64).

This policy statement will be distributed to all Town employees and will also be posted in Town offices.

This Affirmative Action Policy Statement re-affirms my personal commitment and that of the Board of Selectmen to the principles of Equal Employment Opportunity.

Motion was made by Sharon Gibala, seconded by Kathy Richards to approve Affirmative Action Policy Statement. Vote unanimous, motion carried.

E) Compliance with Title VI of the Civil Rights Act of 1964

Town of Portland, Connecticut
COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The Town of Portland does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of Portland seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving Federal financial assistance. Title VI provides that "No person shall on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program" covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town's Fair Housing Plan and is fully implemented to ensure compliance by the Town, as the recipient, and by sub recipients. The cooperation of all Town personnel is required.

Motion was made by John Anderson, seconded by Sharon Gibala to approve the Compliance with Title VI of the Civil Rights Act of 1964. Vote unanimous, motion carried.

F) Proclamation to Odessa Buttram

First Selectwoman read the following proclamation into record:

Proclamation to Odessa Buttram
1st Annual "Unsung Hero" Tribute

WHEREAS, in 1956 Odessa and husband Robert made the Town of Portland their home where they raised their eight children, Jeanetta, Robert, Anna, Fredric, Ideanna, Cornell, Stephen and Peggy; and

WHEREAS, Odessa worked as a domestic for area families, walking several miles to and from work daily as well as shopping at the local supermarket and carrying home the groceries; and

WHEREAS, in 1975 redevelopment relocated many families to the Chatham Court facilities where Odessa is affectionately referred to as "Mom Buttram" by many of the area youths; and

WHEREAS, a firm believer in the quote "It takes a village to raise a child" Odessa encouraged many to fulfill and further educational pursuits through academics as well as athletics and empowering others by her life's example of overcoming obstacles by determination and dedication that there is nothing impossible to accomplish if you work at it; and

WHEREAS, Odessa is an active citizen, participating in area organizations, civic groups and helps operate the voting polls on Election Day; and

WHEREAS, an avid, faithful Red Sox fan, Odessa is also a proud mother of eight, grandmother of 23 grandchildren and 38 great-grandchildren.

NOW, THEREFORE, BE IT RESOLVED that I, Susan S. Bransfield, First Selectwoman of the Town of Portland Connecticut, do hereby applaud Odessa Buttram for a life lived well and congratulate her on her being honored as the "Unsung Hero" awarded by the church Deliverance Haven, Inc.

Awarded on the 29th day of March in the year two thousand and eight

G) Refund of Excess Payments:

There was a motion by Mark Finkelstein, seconded by Brian Flood to refund Arduini, Victor H. Jr. the amount of \$72.20. Vote unanimous, motion carried.

There was a motion by Mark Finkelstein, seconded by Brian Flood to refund Nissan Infiniti LT the amount of \$271.84. Vote unanimous, motion carried.

There was a motion by Mark Finkelstein, seconded by Brian Flood to refund Dean, Amy the amount of \$131.30. Vote unanimous, motion carried.

10. Status and Committee Reports

11. Public Comment

12. Board of Selectmen General Informal Discussion

13. Follow-up Items

- P&ZC request for Selectmen to rescind the Town exemption per C.G.S. Section 8-2 (June)
- Update Ordinances

14. Adjourn Regular Meeting / Reconvene Budget Workshop

There was a motion to adjourn the regular meeting and reconvene the Budget Workshop by John Anderson, seconded by Kathy Richards. The vote was unanimous and the Budget Workshop was reconvened at 8:30 PM.

YOUTH SERVICES - May Pont was present to discuss the Youth Services budget and provide a PowerPoint presentation.

TOWN TECHNOLOGY - David Kuzminski was present to discuss the Town Technology budget.

Kathy Richards made motion to adjourn, seconded by Sharon Gibala. Vote unanimous, meeting adjourned at 9:30 PM.

Respectfully Submitted,

Susan S. Bransfield, First Selectwoman