

BOARD OF SELECTMEN
REGULAR MEETING
OCTOBER 21, 2009

Present: John Anderson, Susan Bransfield, Brian Flood and Sharon Peters
Absent: Carl Chudzik, Mark Finkelstein and Kathleen Richards

1. FIRST SELECTWOMAN CALL REGULAR MEETING TO ORDER

The regular meeting was called to order at 7:35 p.m. by First Selectwoman Susan Bransfield.

2. PLEDGE OF ALLEGIANCE

3. APPROVE MINUTES

There were no minutes to approve.

4. ACCEPT AGENDA

Motion was made by Brian Flood and seconded by John Anderson to amend the agenda to include the following items under New Business:

A) Authorizing Participation in the ARRA Energy Efficiency and Conservation Block Grant Program Application and Grant Award

B) Application for a United States Tennis Association Grant

Motion passed unanimously.

5. COMMUNICATIONS / CORRESPONDENCE

- Fire Chief Bob Shea reported that the Chatham Health District will hold an H1N1 flu clinic on Tuesday evening, October 27, 2009 at Portland High School. The vaccine will be administered to children between the ages two and four, and to caregivers of children six months and younger. Information is posted on the Chatham Health District web site.

- Mrs. Bransfield read a letter from Kevin Sheehan, a member of Hillside Association, Inc., an organization near Great Hill Lake. The Association is asking the town to consider taking ownership of Knollwood Rd. due to the financial burden to the Association's membership. Mrs. Bransfield will be responding to Mr. Sheehan's letter. The Board of Selectmen agreed to include this issue on the November 18, 2009 agenda.

6. PUBLIC COMMENT

None

7. OLD BUSINESS

A) Appointments to Boards and Commissions

Motion was made by John Anderson and seconded by Brian Flood to appoint Robert Peters as an alternate on the Clean Energy Task Force. Motion passed unanimously.

8. NEW BUSINESS

A) Authorizing Participation in the ARRA Energy Efficiency and Conservation Block Grant Program

Mrs. Bransfield reported that this grant money will be used to improve the HVAC system in the library to improve the energy efficiency.

RESOLVED that the Board of Selectmen hereby authorizes the First Selectwoman Susan S. Bransfield, to act on behalf of the Town of Portland to sign and file all paperwork as it pertains to a grant application and grant award with the American Recovery and Reinvestment Act (ARRA), through the State of Connecticut, Office of Policy and Management, for participation in the Energy Efficiency and Conservation Block Grant; total grant award of approximately fifty-two thousand dollars (\$52,615).

Motion was made by John Anderson and seconded by Brian Flood to approve the resolution "Authorizing Participation in the ARRA Energy Efficiency and Conservation Block Grant Program" and to waive the reading. Motion passed unanimously.

B) Application for a United States Tennis Association Grant

Mrs. Bransfield presented the following resolution:

**Application for a United States Tennis Association Grant
Parks and Recreation Department**

WHEREAS, there is an opportunity for the Town to partner with the United States Tennis Association (USTA) to develop a youth tennis program for the children in Portland, the first phase of the program is to design a Quick Start program to help children learn to play the game of tennis; and

WHEREAS, Portland Parks and Recreation Department is interested in applying for a grant through the USTA to purchase portable nets to make smaller tennis courts, purchase foam and low compression balls, as well as youth rackets; and

WHEREAS, Portland Parks and Recreation Department will become a member of the USTA, that will provide professional advise, training of our instructors by a USTA certified trainer, as well as updated information on the newest trends in Tennis; and

WHEREAS, the goal over the next three years is to develop a three level youth tennis program: Quick Start, which is the introduction program, In-Town League programs, and a Junior Tennis Program; and

WHEREAS, there is zero financial obligation from the Town of Portland, goal of this program is to be self-sustaining through participation fees; now therefore be it

RESOLVED, that the Board of Selectmen hereby authorize Susan S. Bransfield, the First Selectwoman of the Town of Portland, to file a grant application to USTA for a three level tennis youth program on behalf of the Parks and Recreation Department.

Motion was made by Sharon Peters and seconded by Brian Flood to approve the resolution. Motion passed unanimously.

C) Resolution: STEAP Grant Phase II Brownstone Avenue Extension

Motion was made by Brian Flood and seconded by Sharon Peters to approve the resolution "Small Town Economic Assistance Program (STEAP) Extension of Brownstone Avenue to Middlesex Avenue". Motion passed unanimously.

**Small Town Economic Assistance Program (STEAP)
Extension of Brownstone Avenue to Middlesex Avenue**

WHEREAS, pursuant to C.G.S. 4-66g, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects;

WHEREAS, it is desirable and in the public interest that the Town of Portland make an application to the State for \$200,000 in order to undertake Phase II of the extension of Brownstone Avenue to Middlesex Avenue project and to execute an Assistance Agreement.

NOW THEREFORE BE IT RESOLVED BY THE Portland Board of Selectmen:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by C.G.S. 4-66g
2. That the filing of an application for State financial assistance by the Town of Portland in an amount not to exceed \$200,000 is hereby approved and that Susan S. Bransfield as First Selectwoman of the Town of Portland, is directed to execute and file such application with the Connecticut Department of Economic Community Development,

to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance 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 Portland.

Motion was made by Brian Flood and seconded by John Anderson to approve the resolution "Nondiscrimination Certification". Motion passed unanimously.

I, Susan S. Bransfield, First Selectwoman of the Town of Portland an entity lawfully organized and existing under the laws of Connecticut, do hereby certify that the following is a true and correct copy of a resolution adopted on the 21st day October 2009 by the governing body of Portland, in accordance with all of its documents of governance and management and the laws of Connecticut, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect.

RESOLVED, that the Portland Board of Selectmen 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, as those statutes may be amended from time to time.

D) ARRA Chip Seal Grant

Mrs. Bransfield stated that this project is expected to occur in the summer of 2010.

Motion was made by Brian Flood and seconded by John Anderson to continue with the project. Motion passed unanimously.

Mrs. Bransfield stated and additional information will be received as the project proceeds.

E) Resolution: 2009 Fire Prevention Grant

Fire Chief Bob Shea stated that the Fire Department will be applying for this grant money that will allow for the purchase of a Fire Prevention Simulator to be used for training and the education of children in grades kindergarten through five. The amount of the grant is \$19,890 and there is a 5% local match requirement amounting to \$994.50.

Motion was made by John Anderson and seconded by Sharon Peters to approve the following resolution:

**Application for a FEMA Grant
Assistance to Firefighters (AFG Program)**

2009 Fire Prevention Grant

WHEREAS, there is an opportunity for the Town to apply for another Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) FP&S Program; and

WHEREAS, Fire Department planners have identified the need to purchase a comprehensive training simulator for its citizens identified through its needs assignment for 2009, specially (1) Sparky's Hazard House simulator costing \$19,890.00; and

WHEREAS, there is a local match of 5% which in Portland's case would be \$994.50; now therefore be it

RESOLVED, that the Board of Selectmen hereby authorize Susan S. Bransfield, the First Selectwoman of the Town of Portland, to file a grant application to FEMA for a AFG Program FP&S Grant on behalf of the Portland Volunteer Fire Department and Fire Marshals Office in an amount of \$19,890.00, ninety-five percent (95%) of which or \$18,895.50 would come from federal funds which the remaining five percent (5%) of \$994.50 would be a required local match.

Motion passed unanimously.

Chief Shea reported that the Fire Department has joined the Fire Corps group and he has applied for 25 free First Alert smoke detectors.

Motion was made by Brian Flood and seconded by Sharon Peters to endorse the application for this grant. Motion passed unanimously.

F) Refunds of Excess Payments

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Peter J. or Constance V. Sullivan for \$20.98. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Erica S. and Frank A. Cosenza for \$8.47. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Gerald J. and Theo A. Kuzina for \$3.32. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to David or Elise M. O'Brien for \$9.53. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Paul G. O'Hanesian for \$102.58. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Gelco Corporation for \$431.48 and \$585.25. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Taylor Oil Company and \$32.23. Motion passed unanimously.

Motion was made by Brian Flood and seconded by Sharon Peters to approve the refund of excess payments to Honda Lease Trust for \$101.66. Motion passed unanimously.

9. STATUS & COMMITTEE REPORTS

No report.

10. PUBLIC COMMENT

None

11. BOARD OF SELECTMEN GENERAL INFORMATION DISCUSSION

Mrs. Bransfield distributed information from Lincoln White regarding building permit fees. This issue will be discussed at the Financial Meeting on November 4th.

12. FOLLOW UP ITEMS

No discussion.

13. ADJOURN MEETING

Motion was made by Brian Flood and seconded by John Anderson to adjourn the meeting at 8:06 p.m. Motion passed unanimously.

Respectfully submitted,

Virginia Darna
Recording Clerk