

**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
MAY 21, 2025**

Present: Michael Pelton-First Selectman, John Dillon, Robert Hetrick, Jr., Tim Lavoy, Rick Sharr

Absent: Michael Hernandez, Jim Tripp

Others Present: Dan Bourret, Ryan O'Halpin, Members of the Public and Media

1. FIRST SELECTMAN CALL MEETING TO ORDER

First Selectman Michael Pelton called the Regular Meeting to order at 7:02 p.m. in the Buck-Foreman Room located at 265 Main Street, Portland, Connecticut.

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA

John Dillon made a motion to accept the agenda, seconded by Rick Sharr, all were in favor, none opposed, no abstentions, motion carried.

4. APPROVE MINUTES: (Regular) May 7, 2025

Tim Lavoy made a motion, seconded by Rick Sharr, to approve the May 7, 2025 minutes, all were in favor, motion carried.

5. COMMUNICATIONS/CORRESPONDENCE: *Presentation on Charging Stations, Options for Portland (Malcolm Beeler); Update on Public Works Projects; Final Report on Flooding at Police Station/Senior Center/Library (Dan Bourret)*

Mr. Beeler made a slide presentation telling of potential sites for charging stations, the three types of charging stations, who will be the owner of the stations and explaining what is involved in bringing the process to fruition.

Ryan O'Halpin gave an update on the Public Works Projects and what actions will happen next. A BOS member expressed concern about the retaining wall around the monument on Bartlett Street. Ryan will have a contractor look at it. Responding to a question regarding the Coe Avenue pump station, Ryan explained that there had been a supply chain issue and an extension was given until June 2025. The banner pole by Bud's Café is to be replaced. Three bids were received for the fence at the river boat launch.

Dan Bourret reported on the flooding situation around the area of Library, Senior Center and Police Headquarters explaining why the problem exists. Until that is fixed, it will be a recurring occurrence. A grant may be available and at some time in the future and at some point, the green may be enhanced.

Robert Hetrick asked about the blight ordinance. Dan cautioned to not make too many changes because it will be too hard to enforce.

6. PUBLIC COMMENT

7. OLD BUSINESS

A) Monthly Report – Committee on Solidarity

Elizabeth Hibino provided a written monthly update that included upcoming events, i.e., Quarry Day, Juneteenth, PRIDE, and the planned events for flag day.

B) Appointments/Reappointments to Boards and Commissions

Michael Pelton nominated Aimee Morin as an alternate representing the schools to the 250 Anniversary Commission, seconded by John Dillon. Vote unanimous, motion carried.

8. NEW BUSINESS

A) Set Mill Rate for Fiscal Year 2025-2026

John Dillon read the resolution and made a motion to adopt the mill rate for fiscal year 2025-2026, seconded by Tim Lavoy. Vote unanimous, motion carried.

RESOLUTION
BOARD OF SELECTMEN
Town of Portland, Connecticut
May 21, 2025

Adoption of the Mill Rate for 2025-2026 Fiscal Year

WHEREAS the 2025-2026 budget for the Town of Portland estimates that \$5,265,451 will be received from the State of Connecticut, and without this, the mill rate would be 41.43 mills.

NOW, THEREFORE, BE IT RESOLVED, that the mill rate for the Fiscal Year 2025-2026 be and is hereby set at 35.30 mills for all taxes, other than motor vehicle, due and payable on July 1, 2025 and January 1, 2026; and be it further

RESOLVED, that the mill rate for the Fiscal Year 2025-2026 be and is hereby set at the State cap of 32.46 mills for motor vehicles, due and payable on July 1, 2025, and motor vehicle supplemental due and payable on January 1, 2026.

B) Adopt Non-Union/Administration Pay Plan 2025-2026

Regarding the pay for the Public Works Director, Robert Hetrick thinks to avoid trouble in locating one, the pay should be moved up a notch since this position in essence keeps the town running. A discussion ensued resulting in a motion being made by Robert Hetrick to increase the starting salary to \$100,000 with a maximum of \$160,000. It was seconded by John Dillon. Vote unanimous, motion carried.

RESOLUTION
BOARD OF SELECTMEN
Town of Portland, Connecticut
May 21, 2025

NON-UNION/ADMINISTRATIVE PAY PLAN FOR FISCAL YEAR 2025-2026

RESOLVED, that the 2025-2026 pay plan for Non-Union part-time, specialists, seasonal employees, and administrative, professional, executive and elected officials as outlined on the attached, be and is hereby adopted.

C) Adopt “Other Budgets”

Tim Lavoy read the resolution and made a motion to adopt it, seconded by John Dillon. Vote unanimous, motion carried.

RESOLUTION
BOARD OF SELECTMEN
Town of Portland, Connecticut
May 21, 2025

ADOPTION OF THE OTHER OPERATING BUDGETS FOR THE FISCAL YEAR 2025-2026

RESOLVED, that the other operating budgets for the Fiscal Year 2025-2026 as listed below and further outlined on the attached, be hereby adopted.

ANIMAL CONTROL FUND	\$109,824
TOWN AID ROAD FUND	\$239,815
YOUTH SERVICES FUND	\$154,301
RESOURCE RECOVERY FUND	\$405,891
BUILDING MAINTENANCE FUND.....	\$82,000
PARKS AND RECREATION FUND	\$580,898

BE IT FURTHER RESOLVED, that the Capital Improvement Budget for the Fiscal Year 2025-2026 as outlined on the attached, in the amount of \$1,648,016 with \$917,500 being Town Source Funded Projects, \$4,000 being Resource Recovery Source Funded Projects, \$250,000 Water Source Fund Projects, \$380,000 Sewer Source Fund Projects, and \$96,516 State of Connecticut Funded Projects, be and is hereby adopted.

D) Resolution Contract Agreement Birmingham Construction

John Dillon read the resolution and made a motion to approve the Contract Agreement Birmingham Construction, seconded by Tim Lavoy. Vote unanimous, motion carried.

RESOLUTION
BOARD OF SELECTMEN
TOWN OF PORTLAND, CONNECTICUT
May 21, 2025

CONTRACT AGREEMENT WITH BIRMINGHAM CONSTRUCTION COMPANY, LLC.

RESOLVED, that the Board of Selectmen hereby authorizes First Selectman Michael Pelton to execute and deliver in the name of and on behalf of the Town of Portland, a contract with Birmingham Construction Company, LLC, 454 Lopus Road, Beacon Falls, CT 06403 for Bid #2025-06 – High Street Water Main Replacement – Portland High School to Clearview Drive. The total base bid contract, prior to any other required change orders, is approximately \$437,950.00.

E) Resolution Request Waiver of Bid Requirements: Fleet Pump & Service Group Inc.

Rick Sharr read the resolution and made a motion to approve the Request for Waiver of Bid Requirements Fleet Pump & Service Group, Inc., seconded by John Dillon. Vote unanimous, motion carried.

RESOLUTION BOARD OF SELECTMEN
Town of Portland, Connecticut
May 21, 2025

REQUEST FOR WAIVER OF BID REQUIREMENTS
FLEET PUMP & SERVICE GROUP, INC.

WHEREAS, the Town of Portland Water Pollution Control Facility (W.P.C.F.) purchased a Flygt Submersible Grinder Pump & surrounding infrastructure in 2006 from Fleet Pump & Service Group, Inc. to pump raw sewage at the Indian Hill pump station; and

WHEREAS, recently mechanical issues have been identified by the W.P.C.F. personnel; and

WHEREAS, a quote for a replacement pump has come in at approximately \$19,700 from Fleet Pump & Service Group, Inc.; and

WHEREAS, Fleet Pump & Service Group, Inc. is the United States East Coast dealer of the Flygt pump needed to match the pump infrastructure at the Indian Hill pump station.

NOW, THEREFORE, BE IT RESOLVED that in the best interest of the Town, pursuant to Section 1208 §7 of the Portland Charter, the Board of Selectmen hereby waives the bidding requirements of Section 1208 of the Portland Charter as it pertains to utilizing Fleet Pump

& Service Group, Inc. as the vendor to provide for the Flygt Submersible grinder pump replacement needed at the Indian Hill pump station; and be it further

RESOLVED, that the Board of Selectmen authorizes the First Selectman, Michael Pelton to act on behalf of the Town of Portland to enter into any and agreements related to these repairs/improvements.

F) REFUNDS OF EXCESS PAYMENTS:

Robert Hetrick made a motion, seconded by Michael Pelton to reimburse Ally Financial [\$95.17]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by John Dillon, to reimburse Griffith, Lorelee & Griffith, Michael [\$42.40]. Vote unanimous, motion carried.

9. STATUS & COMMITTEE REPORTS

John Dillon reported on the BOE meeting 5/20 by telling of the activities of the Spotlight CT Association and the student awards made that night. The BOE expressed concern regarding the boiler at BIS. The delivery date for the new boiler is in November and they hope to bump the delivery up earlier. John also relayed the changes in the principal positions at the various schools.

Rick Sharr told of the River Access Committee meeting the previous night. Work will be started soon on the fences and the bid process will take place regarding the road work.

Tim Lavoy attended his first meeting as BOS liaison to the Library Board. The Board approved the Library Loan Policy and accepted the Policy of the "Library of Things."

Robert Hetrick said Capital is off until the Fall and P&Z has just average things going on.

Regarding the blight ordinance, Michael Pelton plans to have a discussion as an agenda item for the next BOS meeting.

John Dillon gave a detailed update on the SCIC meetings. Their next meeting will take place on June 2nd Friar will again attend and will make a presentation. The committee hopes to complete their assignment before the end of the school year. A discussion ensued regarding the condition and possibilities for the various schools, why the previous referendum failed and what needs to take place to ensure the next vote passes.

10. PUBLIC COMMENT

11. BOARD OF SELECTMEN GENERAL INFORMAL DISCUSSION

12. FOLLOW-UP ITEMS

- **Ethics Ordinance**

- **Review Town Charter**

13. EXECUTIVE SESSION: BROWNSTONE EXPLORATION & DISCOVERY PARK CONTRACT EXTENSION

At 9:24 p.m., Robert Hetrick made a motion to enter the Executive Session, seconded by John Dillon. The Executive Session was exited at 9:52 p.m.

14. ACTION ON EXECUTIVE SESSION: BROWNSTONE EXPLORATION & DISCOVERY PARK CONTRACT EXTENSION

No action was taken on this subject.

15. ADJOURN MEETING

At 9:53 p.m., a motion was made by Rick Sharr to adjourn the meeting, seconded by Tim Lavoy, all were in favor and the meeting was adjourned.

Respectfully submitted,

Sharon Hoy

Sharon Hoy, Board Clerk