

**BOARD OF SELECTMEN**  
**FINANCIAL MEETING**  
**May 4, 2022 at 7:30 PM**

Present: Ryan Curley-First Selectman, Michael Pelton, Robert Hetrick, Jr., Shaun Manning, Ralph Zampano, John Dillon  
Absent: Michael Hernandez  
Others: Tom Robinson-Finance Director; Bob Shea-Director of Public Works

1. FIRST SELECTMAN CALL FINANCIAL MEETING TO ORDER

First Selectman Ryan Curley called the Regular Meeting to order at 7:30 p.m. in the Buck-Foreman Community Room located at 265 Main Street, Portland, Connecticut and via Zoom A.

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA

First Selectman Curley requested that the agenda be amended to include item #7 Finance Director Report. All other items will be renumbered accordingly. In addition, Item # 9 is revised to read: Fourth Quarter Transfers – BOE School Lunch Fund.

A motion was made to accept the agenda as amended by Shaun Manning, seconded by Robert Hetrick, Jr. Vote unanimous, motion carried.

4. APPROVE MINUTES:

John Dillon, seconded by Ralph Zampano, made a motion to approve the minutes of April 20, 2022 as presented. Vote unanimous, motion carried.

5. COMMUNICATIONS / CORRESPONDENCE:

Bob Shea, Director of Public Works, provided the BOS with an update on the paving project on Route 17. It will commence on 5/9/22 and continue through 6/18/22 weather permitting. The public can expect traffic delays during construction.

6. PUBLIC COMMENT – NONE

7. BUDGET REPORT

Finance Director Tom Robinson provided an overview of his budget report for the BOS.

8. Complete Streets Group request for Town to pay for Pace Car Challenge (traffic calming initiative) decal/stickers

Ryan Curley provided an overview of this proposed program for the BOS. He emphasized that it is not meant for the public to police anyone else but themselves.

There was a motion by Ralph Zampano, seconded by Michael Pelton, to donate up to \$200 from the Selectmen's budget program services account number 01-002-000-88-001 to the Complete Streets Pace Car Challenge program. Vote unanimous, motion carried.

9. Fourth Quarter Transfers – BOE School Lunch Fund

Tom Robinson provided an overview of the fourth quarter transfer for the BOS. John Dillon read the resolution into the record of the meeting.

**RESOLUTION**  
**BOARD OF SELECTMEN**  
Town of Portland, Connecticut

**May 4, 2022**

**Fourth Quarter Transfers – BOE School Lunch Fund**

WHEREAS, the Board of Education has budgeted funds within its General Fund Budget to transfer to the School Lunch Fund; and

WHEREAS, the Board of Education is requesting a transfer of said funds to the School Lunch Fund.

NOW, THEREFORE BE IT RESOLVED, that the Board of Selectmen hereby approves the transfer of up to but no more than \$35,000 to the School Lunch Fund (Fund 5) from available Fiscal Year 2022 Board of Education General Fund Appropriations.

There was a motion by John Dillon, seconded by Shaun Manning, to adopt this resolution. Vote unanimous, motion carried.

10. Fourth Quarter Transfers – BOE

Tom Robinson provided an overview of this resolution for the BOS. Shaun Manning read the resolution into the record of the meeting.

**RESOLUTION**  
**BOARD OF SELECTMEN**  
Town of Portland, Connecticut

**May 4, 2022**

**Fourth Quarter Transfers – BOE Building Maintenance Fund**

WHEREAS, there is a need for various repair projects at the various school locations; and

WHEREAS, the repairs/improvements projects may include, but are not limited to, HVAC repairs/upgrades Districtwide, security repairs/upgrades Districtwide, and exterior painting and interior painting/wallpaper removal Districtwide.

NOW, THEREFORE BE IT RESOLVED, that the Board of Selectmen hereby approves the transfer of up to but no more than \$100,000 to the Board of Education Maintenance Fund account (Fund 11) from available Fiscal Year 2022 Board of Education General Fund Appropriations.

**There was a motion by Shaun Manning, seconded by John Dillon, to adopt this resolution. Vote unanimous, motion carried.**

#### **11. Resolution: Agreement between the Town and Murphy Road Recycling**

Ryan Curley provided an overview of this resolution for the BOS. Ralph Zampano read this resolution into the record of the meeting.

**RESOLUTION  
BOARD OF SELECTMEN  
Town of Portland, Connecticut  
May 4, 2022**

#### **AGREEMENT BETWEEN THE TOWN OF PORTLAND AND MURPHY ROAD RECYCLING**

WHEREAS, based upon a review of private market entities to manage its municipal solid waste disposal and recycling services, the Town selected Murphy Road Recycling, LLC (MRR) of 143 Murphy Road, Hartford, Connecticut 06114, and has begun negotiations to enter into a formal agreement with MRR; and

WHEREAS, the proposed agreement is for five (5) years commencing on July 1, 2022 and terminating on June 30, 2027.

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 Murphy Road Recycling, LLC as the vendor to provide municipal solid waste disposal and recycling services; and be it further

RESOLVED, that the First Selectman is hereby authorized to, if applicable, execute and deliver any documents and to take such other actions, upon and subject to such terms and conditions that the First Selectman and the Board of Selectmen may deem appropriate and in the best interests of the Town, in order to effectuate and/or further the above matter.

**There was a motion by Ralph Zampano, seconded by John Dillon, to adopt this resolution. Vote unanimous, motion carried.**

#### **12. APPOINTMENTS TO BOARDS AND COMMISSIONS**

A motion was made by Robert Hetrick, Jr., seconded by Shaun Manning, to appoint Rick Sharr to the Riverfront Access Committee. Vote unanimous, motion carried.

A motion was made by Ralph Zampano, seconded by Shaun Manning to appoint Lou Pear to the Riverfront Access Committee. Vote unanimous, motion carried.

A motion was made by Ralph Zampano, seconded by John Dillon to nominate Dan Weeden to the Portland Housing Authority. Vote unanimous, motion carried.

A motion was made by Ralph Zampano, seconded by John Dillon to nominate Ken Kearns as an alternate to the Planning and Zoning Commission. Vote unanimous, motion carried.

#### 13. REFUNDS OF EXCESS PAYMENTS:

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Ryan, Vanessa M [\$5.63]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Gagliano, Thomas D Jr [\$283.98]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Gagliano, Thomas D Jr [\$279.26]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Gagliano, Thomas D Jr [\$289.18]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Corelogic Refund [\$3,695.66]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Nissan Infiniti LT [\$223.89]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund JCG Properties LLC [\$5,945.40]. Vote unanimous, motion carried.

A motion was made by Robert Hetrick, Jr, and seconded by Ralph Zampano, to refund Jenak, Bette A [\$339.60]. Vote unanimous, motion carried.

#### 14. STATUS REPORTS

Ralph Zampano provided an update on the Library's 127<sup>th</sup> anniversary celebration for the BOS. It will be held on 6/11/22.

Robert Hetrick, Jr. provided an update on the School Facilities Committee meeting.

#### 15. PUBLIC COMMENT

Laurel Steinhauser, Chair of the Library Board, discussed the 127<sup>th</sup> Anniversary of the Portland Library. The celebration will be held on June 11, 2022 from 11am – 2pm and there will be music, food, a bounce house and community organizations who will participate in the celebration.

16. BOARD OF SELECTMEN GENERAL INFORMAL DISCUSSION

John Dillon read a proclamation into the record of the meeting regarding the 127 Anniversary of the Portland Public Library.

Youth and Family Services, under the direction of Jesse Revicki will sponsor Prevention Week May 8-14. The focus will be on substance abuse and prevention and mental health.

The budget referendum will be held on Monday, May 9, 2022 from 6 am – 8pm at Portland Middle School in the Band room.

17. FOLLOW UP ITEMS

- Review Policy on Fixing Real Property Assessments
- Review Town Charter
- Ethics Ordinance

18. ADJOURN MEETING

There was a motion by Shaun Manning, seconded by Robert Hetrick, Jr., to adjourn the meeting. Vote unanimous. The meeting adjourned at 8:36 pm.

Respectfully Submitted,

Laura Siena  
Board Clerk

Proclamation to Commemorate  
*Portland Public Library*  
*127<sup>th</sup> Anniversary*

*Whereas*, the Portland Public Library is celebrating their 127<sup>th</sup> anniversary on May 4, 2022 of which was officially opened on May 4, 1895 with 800 volumes and 77 subscribers; and

*Whereas*, in 1848, the Portland Lyceum was founded, loaning books and providing a location for members to hold debates. In 1884, the Portland Library, as a subscription library with 350 volumes, was operating from the office of H.J. Fisk, a dentist, with a \$1.00 per year membership fee; and

*Whereas*, Horace B. Buck, a Worcester, Massachusetts business man, formerly of Portland, bestowed a total of \$5,000 to build a new library to be given his name. The Town contributed \$1,000 and quarry owners donated the brownstone to add a wing to the Town Hall at 265 Main Street to house the library. Unfortunately Mr. Buck did not live to see the new library. The Buck Library grew with two additions and the establishment of a Children's Room; and


*Whereas*, a referendum was held on January 16, 1980, in which the townspeople voted in favor for the construction of a new library. The H. Wales Lines firm was selected to construct it and on August 18, 1980, the formal groundbreaking took place at 20 Freestone Avenue; and

*Whereas*, the contents of the old library were moved to the new building on January 16, 1982, two years from the day of the referendum. Enthusiastic volunteers and the men of Co. C, 1st Battalion, 169<sup>th</sup> Infantry of the Connecticut National Guard moved 60,000 books and equipment in approximately four hours. The Portland Library opened to the public on Monday, January 25, 1982; and

*Whereas*, the Portland Library is a publicly-funded institution dedicated to the common good by serving the informational, educational, cultural, and recreational needs of the community and encouraging its patrons in the lifelong pursuit of learning and personal growth. The library will be responsive to the needs of its diverse users, commit itself to the highest ideals of library service and the principles of intellectual freedom, and provide a welcoming meeting place for the community.

**NOW, THEREFORE, BE IT RESOLVED** that I, Ryan J. Curley, First Selectman of the Town of Portland Connecticut, do hereby pay tribute to the 127<sup>th</sup> anniversary of the Portland Public Library.

In witness whereof, I have hereunto set my hand and caused the seal of the Town of Portland, Connecticut to be affixed on this 4<sup>th</sup> day of May 2022.

  
Ryan J. Curley  
First Selectman  
Town of Portland, Connecticut



**Board of Selectmen:**

John H. Dillon  
Michael S. Hernandez  
Robert W. Hetrick Jr.  
Shaun P. Manning  
Michael A. Pelton  
Ralph R. Zampano