

**BOARD OF SELECTMEN
FINANCIAL MEETING MINUTES
JUNE 1, 2022**

Note: Some attendees attended in person while others participated via Zoom due to the Coronavirus-19 Pandemic

Present: Ryan Curley-First Selectman, John Dillon, Michael Hernandez, Robert Hetrick, Jr., Shaun Manning, Michael Pelton, Ralph Zampano

Staff: Tom Robinson-Financial Director, Bob Shea-Public Works Director

Others Present: Members of the Public and Media

1. FIRST SELECTMAN CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA

Changes: After Item 6, Public Comment, add "Finance Director's Monthly Report" as #7. Item 8 will be "Transfer Station Summer Hours." Item 9 will be "Right to Farm Ordinance." Item 10 will be "Appointments/Reappointments to boards and Commissions," and continue with the numbering. Shaun Manning made a motion, seconded by John Dillon, to approve the amended agenda. Vote unanimous; motion carried.

4. APPROVE MINUTES: (Regular) May 18, 2022

Note that Kristy Fuller was nominated as an Alternate on the Solidarity Committee. Ralph Zampano made a motion to approve the amended May 18, 2022 minutes, seconded by Shaun Manning. Vote unanimous; motion carried.

5. COMMUNICATIONS/CORRESPONDENCE: Proclamation Juneteenth

Ryan announced that June 1st is the start of PRIDE month. He then read the proclamation for PRIDE month into the record. Juneteenth is also celebrated in June. Ralph Zampano read the proclamation Juneteenth into the record.

6. PUBLIC COMMENT: None

7. FINANCE DIRECTOR'S MONTHLY REPORT

Finance Director Tom Robinson referred to the report dated 5/31/22 which was distributed to the BOS for review. Numerous transactions still need to be posted. Taxes are coming in nicely. Most items discussed before have stayed relatively the same. There has been much activity on the Arrigoni Bridge causing overage in police duty. They are monitoring fuel prices which are high. Supply shortages are everywhere which are affecting the numbers.

8. TRANSFER STATION SUMMER HOURS

Bob Shea, Public Works Director, proposed staying open Tuesday evening and close at 12:30 on Saturday during the summer. He doesn't have an exact ending date; but probably around the end of October. He suggests following the same schedule as last year. He thinks it was a benefit for those who work six days a week. They added some additional lighting at the station. They saw some revenue increases. They averaged from 40 to 60 cars between 3:30 and 6:30 PM. They saw contractors working with residents using the transfer station. Bob thought it was very successful last year. They didn't want to lose hours so five hours is a pretty good compromise to take care of business on Saturday. Compared to other towns, we have more accessible hours. He did receive some concern about the Saturday hours. However, they got comments of gratitude for being open in the evening hours.

Michael Hernandez thinks we should consider doing what we did last year. It's a benefit to the town. Ralph Zampano agreed with Mike and said they heard more positives than negatives.

Michael Hernandez made a motion to extend the land fill summer hours starting on Saturday June 11, 2022 and ending on Saturday October 22, 2022. Motion was seconded by Shaun Manning. Vote unanimous, motion carried.

PORTLAND TRANSFER STATION 2022 SUMMER HOURS

Tuesday – 7:30 AM TO 6:30 PM
Wednesday – 7:30 AM TO 3:30 PM
Thursday – 7:30 AM TO 3:30 PM
Friday – 7:30 AM TO 3:30 PM
Saturday – 7:30 AM TO 12:30 PM
(Closed Sunday & Monday)

9. RIGHT TO FARM ORDINANCE

Ryan explained the items included in a package which was distributed for BOS review, including a draft ordinance and existing ordinances from surrounding towns as a guide. Ryan heard mostly positive comments but did receive a couple of negative ones as well. He stressed that the right to farm ordinance would be put into our ordinances but the State statute is already set. The right to farm is protected under the General Statutes with or without a Portland ordinance but the Statute doesn't override our Zoning Regulations. If

we adopt it, it will further solidify our plan of conservation and development which is important to follow. If the BOS likes the draft ordinance, it will be sent to the town attorney for review. After the review, and approval of the BOS, it would be sent to a public hearing.

Shaun Manning said he would like more time to look at the draft.

Ralph Zampano supports it but said they may have to tweak it.

John Dillon said he is curious to see what some other towns that are similar to Portland have done. Some are more farm communities than Portland. His concern is that it doesn't create a problem for someone with a small lot if someone doesn't maintain their farm. He doesn't want it to create a negative situation for abutters.

Ryan read the definition of a farm. He asked the members to review the documents for an upcoming meeting. Ryan said he spoke to the planning consultant and has learned much about the subject. It was decided to be an agenda item for the next meeting but will not go to the public meeting until the new ZEO is on board.

10. APPOINTMENTS/RE-APPOINTMENTS TO BOARDS AND COMMISSIONS

Robert Hetrick nominated Michael Hennessy and Karen Renner as full members of the Riverfront Access Committee and Mark Tuttle as an alternate to the Riverfront Access Committee; seconded by Shaun Manning; all were in favor, motion passed.

Ralph Zampano nominated Deborah Calavas, as an alternate on the Youth Advisory Board; seconded by Shaun Manning; all were in favor; nomination passed. *(note: this board is full, therefore this appointment is not valid)*

Ralph Zampano again stated that Kristy Fuller is an alternate not a full member on the Solidarity Committee.

Ralph Zampano nominated Hope Jones as a full member on the Solidarity Committee; seconded by Shaun Manning; all were in favor; nomination passed.

Ralph Zampano nominated Tom Bransfield and Jay Asikainen, as full members of the Riverfront Access Committee; seconded by Shaun Manning; all were in favor; nominations passed.

11. REFUNDS OF EXCESS PAYMENTS: None

12. STATUS REPORTS

Mike Pelton coaches the Middle School track team and announced that the Portland team placed 4th in the State Championship.

He also reported on the many things happening in our town and shared some comments he has received. He would like to continue to get feedback from the public by holding informal meetings to foster discussions and collect their input and suggestions. The feedback will then be brought to the BOS. Mike suggests holding the meetings on Tuesday nights at his place of business starting on June 7th at 7:00 p.m.

Ralph Zampano told of the survey developed by EDC for the businesses to complete. The EDC handed out flyers inviting the businesses to a meeting which took place the night before the BOS meeting. They hoped to learn the things impacting the businesses and how the town can help them. They hope to learn what Main Street activities will attract the public to frequent the local businesses.

Ralph Zampano gave an update on the last Library meeting. They got the AV equipment necessary to make it a media center. They are also working with the garden club on a meditation opportunity. The Library anniversary celebration will be on June 11 from 11-2 and will be a nice event.

13. PUBLIC COMMENT

14. BOARD OF SELECTMEN GENERAL INFORMAL DISCUSSION

15. FOLLOW UP ITEMS

- **Ethics Ordinance**
- **Review Town Charter**
- **Policy on Fixing Real Property Assessment**

Ryan wants to get feedback from the assessor regarding a policy change on the property assessments. It will be an agenda item possibly on June 15 or another meeting.

16. ADJOURN MEETING

Shaun Manning made a motion to adjourn the meeting; seconded by Robert Hetrick; all were in favor; meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Sharon Hoy, Board Clerk