

BOARD OF SELECTMEN
REGULAR MEETING
September 21, 2022

Present: Ryan Curley, John Dillon (via Zoom), Michael Hernandez (via Zoom), Robert Hetrick, Jr., Shaun Manning, Michael Pelton, Ralph Zampano

Others Present: Members of the Public and Media

1. FIRST SELECTMAN CALL REGULAR MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. APPROVE MINUTES: (Regular) September 7, 2022

Shaun Manning made a motion to approve the Regular September 7, 2022 minutes; seconded by Ralph Zampano. Vote unanimous, motion carried.

4. ACCEPT AGENDA

Shaun Manning made a motion to accept the agenda, seconded by Ralph Zampano. Vote unanimous, motion carried.

5. COMMUNICATIONS / CORRESPONDENCE:

Ryan told of a grant the Town received for a STEEP grant in the amount of \$400,000 to continue the sidewalks going North on Main Street and hopefully completing them to around Gildersleeve. Ryan said this is great news and thanked the BOS and the Governor's Office.

John Dillon read a letter from the Friends of the Portland Food Bank to rename the Portland Food Bank to the Ruth and Nunzi Maio Food Bank. Ryan thinks it is a great letter and it will be discussed under Item 11 and then put on a future BOS agenda.

6. PUBLIC COMMENT: None

7. OLD BUSINESS

A) Monthly Report – Committee on Solidarity

Noel Garrett gave a brief report. The resource pamphlet came out a year ago and is currently being updated. A banner will be hung outside the police station. Other details were inaudible on zoom.

B) Appointments/Re-appointments to Boards and Commissions: None

8. NEW BUSINESS

A) Amend Non-Union Pay Plan FY 2022-2023 (ZEO)

Ryan explained that the Town has been looking for a ZEO for many months and has posted it in various places. Four interviews were scheduled and none of the applicants showed up. Many towns are experiencing the same problem. The hourly rate is \$27.50/hour for a 25-hour work week. If we bring the hours down from 25 to 20, maybe we can move the hourly rate up a bit. He suggested \$30/hour with the hope that this will fall in line with the budget. It was opened up for discussion. A potential cost of living increase would be next July. It is a non-union position and shouldn't create any conflict. Shaun thinks it is a good idea. John thinks we have a backup plan if it doesn't work.

Shaun Manning made a motion to increase the pay for the ZEO from \$27.50 for a 25-hour work week to \$30/hour for a 20-hour work week, Ralph Zampano seconded it. Vote unanimous, motion carried.

B) Resolution: Contract Agreement with SLR International Corporation (High School Track)

Ryan said the Town received news that the State approved our contract so we can enter into a contract with SLR International Corporation for the reconstruction and replacement of a running track at the High School. They will be able to deliver a new track by late summer or early fall of 2023.

Michael Pelton read the resolution and made a motion to accept it; it was seconded by John Dillon. Vote unanimous; motion carried.

RESOLUTION
BOARD OF SELECTMEN
TOWN OF PORTLAND, CONNECTICUT

September 21, 2022

CONTRACT AGREEMENT WITH SLR INTERNATIONAL CORPORATION

RESOLVED, that the Board of Selectmen hereby authorizes First Selectman Ryan J. Curley and/or his designee, Superintendent of Schools Charles D. Britton, Ed.D., to execute and deliver in the name of and on behalf of the Town of Portland/Portland Board of Education, a contract with SLR International Corporation, of 99 Realty Drive, Cheshire, Connecticut 06410 for the purpose of RFP # 2022-11a – Landscape Architect/Engineer Design Services for the reconstruction and replacement of the running track at Portland High School. Total contract amount, prior to any required change orders, is approximately \$34,750.00 with materials testing be the responsibility of the construction contractor.

C) Resolution: Bid Waiver Tyche Planning & Policy Group

Tyche Planning has been working in the Land Use office prior to Dan Bourret being hired as Town Planner. They did a very good job. They shifted their role when Dan started. We have budgeted for an economic development consultant. John (of Tyche Planning) is a certified planner and he has been beneficial for advice on the larger projects especially Brainerd Place. They have been doing a very good job and Ryan would like to continue with a bid waiver. There is no liability to the Town. Ryan thinks it is in the Town's best interest. It is budgeted under a line item under Economic Development. Ryan said both parties would be able to end the contract at any time so we are not in any mandate to continue if the Town would want to go in a different direction.

Shaun Manning read the resolution and made a motion to accept it; it was seconded by Robert Hetrick. Vote unanimous, motion carried.

RESOLUTION
BOARD OF SELECTMEN
Town of Portland, Connecticut

September 21, 2022

**Request for Waiver of Bid Requirements
Tyche Planning & Policy Group**

WHEREAS, the Town of Portland has been working with Tyche Planning & Policy Group since March 2022 as an interim consultant and support for the Land Use Department in the technical functions related to the administration of the Planning and Zoning Commission, Economic Development Commission, and Zoning Board of Appeals; and

WHEREAS, the Town wishes to continue engaging Tyche Planning & Policy Group's services to support and advise land use staff; and

WHEREAS, Tyche Planning & Policy Group of 215 East Main Street, Suite 1, Vernon, Connecticut 06066.

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 Tyche Planning & Policy Group as the vendor to provide for the consulting and support for land use matters; and be it further

RESOLVED, that the Board of Selectmen authorizes the First Selectman, Ryan J. Curley to act on behalf of the Town of Portland to enter into any and agreements.

D) Refunds of Excess Payments:

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Bonham-Duvall, Laurel [\$17.81]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Gordon, Mary L [\$18.56]. Vote unanimous, motion carried.

Robert Heterick made a motion, seconded by Ralph Zampano, to reimburse Zupa, Michelle E [\$554.08]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse CCAP Auto Lease LTD [\$401.39] [\$318.78]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Barrows, Thomas and Sons LTD [\$12.39]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Donicz, Christopher [\$36.50]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Stawski, Tadeusz [\$34.73]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Russell, Duane W [\$17.35]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Mogensen, Sylvia V & Mogensen, Scott W [\$34.21]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampao, to reimburse Foley, Loretta [\$57.25]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse Popielaski, John J [\$1,092.60]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Ralph Zampano, to reimburse LeJune, Matthew D & Benson, Laura E [\$1,223.09]. Vote unanimous, motion carried.

9. STATUS & COMMITTEE REPORTS

Ryan reported that the remediation for 248 Brownstone Avenue is underway, taking approximately three weeks for completion. The RFP for a restaurant closed on September 13th but did not produce a single bid. More remediation is required and since we do not have the funds for it, we are applying for \$1.5 million more grant money from the State. If that is received, we can complete the remediation on all three parcels.

Ryan shared good news regarding the Shelter Diversion Program that was started under the tenure of former First Selectwoman Susan Bransfield. Portland is one of three towns in the State to work with Mercy Housing to support and facilitate the program helping those who are in danger of becoming homeless. This project was to end in December, 2022 but recently an extension was received by the DOH to extend the program until December 31,

2023. With the additional money provided (a grant of \$440,425), we will be able to hire three additional employees called mobile divergent workers, one being stationed in Portland. It is a great program and Ryan thanked all who were involved.

Ryan visited Brainerd Place with Dan Bertram. Regarding the Fixed Assessment Agreement, the attorney (Shipman & Goodwin) recommended that we amend the agreement in place. This is in the best interest of both the Town and the developer. Ryan is hoping to have a draft in place for an October 5 meeting with an executive session to review the agreement, generate discussion and potentially to take action on it.

Regarding the water grant, Ryan had signed a contract on August 17th with DPH, the Town and the Attorney General's Office. It was kicked back for several legal reasons but was corrected. It just came back that morning and Ryan signed off on it. It will go for review and should quickly be wrapped up.

Ralph Zampano reported on the plans being development collectively with Parks & Rec, EDC, the Library, and the Senior Center for the Fall and Christmas events. The Library will hold a recycle event on September 24th followed by a book sale in October. The Library Board is discussing a logo for the Library. They need a new outdoor sign and this triggered the discussion for a logo. There was a joint BOS/Water and Sewer Commission meeting including a demo of an ultrasonic meter that is being considered by the Commission. They will be more accurate and should last longer.

10. PUBLIC COMMENT: None

11. BOARD OF SELECTMEN GENERAL INFORMAL DISCUSSION

A discussion ensued regarding the re-naming of the Portland Food Bank. Ryan said changing the name could make it difficult if it weren't known as the Portland Food Bank as was the case when the Senior Center was re-named the Waverly Center. We wouldn't want to confuse people who want to donate to the food bank. Ryan suggested it would be wise not to rush into a decision and will put it on the October 5th BOS agenda.

Michael Pelton asked if it would be possible to plant some trees somewhere and then at a later date transplant them to the Elmcrest property. Ralph told how the trees had been evaluated at the Elmcrest site. Ryan told of his earlier experience serving on a Tree Planting Subcommittee and said they will look into it.

Robert Hetrick said the summer hours at the transfer station are ending. He suggested instead of changing them every summer, just come up with a more constant solution. This will be put on the October 5th BOS agenda for further discussion.

Mr. Hetrick also asked if a couple of trash cans could be put out on Main Street from Melilli's to Rt. 66 in order to eliminate scratch tickets, food wrappers, and other waste that is deposited on the ground. Ryan said he will talk to Public Works about it.

Michael Pelton extended an invitation from Dean and Darlene of Quarry View to the EDC and BOS to stop down and visit their property and see all the improvements they have made.

12. FOLLOW UP ITEMS

- Zoom/Hybrid Meetings
- Ethics Ordinance
- Review Town Charter
- Policy on Fixing Real Property Assessments

13. ADJOURN MEETING

Shaun Manning made a motion to adjourn the meeting, seconded by Michael Pelton; the meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Sharon Hoy
Board Clerk