

BOARD OF SELECTMEN – OCTOBER 26, 2021, MEETING MINUTES:

Meeting called to order at 7:23 PM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky.

DELEGATIONS: No delegations were present.

PUBLIC COMMENT: No public comments were made.

MOTION: On a motion by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously, the minutes of the October 6, 2021, Special Meeting, and the October 13, 2021, Regular Meeting were approved.

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to approve the following Tax Refunds:

| | | |
|---------------------------|------------|--------|
| Zachary August | \$ 20.52 | Refund |
| Toyota Lease Trust | \$ 599.01 | Refund |
| Toyota Lease Trust | \$ 276.04 | Refund |
| Corelogic Tax Service LLC | \$ 435.92 | Refund |
| Corelogic Tax Service LLC | \$1,742.21 | Refund |
| Ellen Lanctot | \$ 228.49 | Refund |
| Heather Wilson | \$ 108.52 | Refund |
| Mary McCarthy | \$ 66.10 | Refund |
| Debra Fiori | \$ 58.96 | Credit |
| Mallory Brook Plaza LLC | \$4,201.30 | Credit |

DISCUSSION: The Selectmen briefly discussed the latest data on COVID infection rates in Town and noted that the number of new cases has remained relatively flat, averaging 1 or 2 every two weeks. The vaccination rate for the town has been increasing a small number each week and overall the town's residents are about 75% vaccinated, with the highest percentage being over 65 and the lowest being the teenagers. On the whole, the picture is relatively good and the hope is that these trends continue through the fall and winter.

DISCUSSION: The Selectmen reviewed the data presented by Turning Point Realty regarding the three properties owned by the Town that had not sold at the prior tax sale. The decision was made to market them through Turning Point Realty, as follows:

- On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, 67 Riverton Road will be listed at \$45,000 and 56 Riverton Road will be listed at \$39,000.
- On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed by affirmative

votes from Ray and Nick (Don Stein abstained), 34 North Canton Road will be listed at \$45,000 after the town performs a perc test to assure that this lot is buildable.

MOTION: The Selectmen reviewed the updated spreadsheet of possible uses for ARPA funds that had been reviewed and recommended by the Board of Finance and the committee that was chartered to select projects for these funds. The projects for the first round that were approved by the Selectmen on a motion by Nick Lukiwsky, seconded by Ray Pech and passed unanimously, are presented below:

| | | | | | |
|--|---|-----------------------------|--|-------------------|------------------------------------|
| VFD Turnout Gear Dryer | \$5,000 | 2 units | | | |
| | \$8,950 | 6 units | | \$ 8,950 | L |
| UV-C Ventilation | \$32,000 | town buildings (add garage) | | \$ 35,000 | E |
| NWCT Transit request | \$10,000-\$20,000 | | | \$ 10,000 | E |
| NWCT Arts Council request | \$5,000-\$10,000 | | | \$ 5,000 | E |
| Duct cleaning - town hall/town garage | guesstimate | | | \$ 5,000 | E |
| Truck washer for town garage | \$25,000 | | | \$ 25,000 | L |
| Request from PV Children's Center | \$10,000 | | | \$ 10,000 | E |
| Town Building Security Cameras | \$5,000 | | | \$ 5,000 | L |
| School Front Door Intercom Replacement | \$6,500 | | | \$ 6,500 | L |
| NH Ambulance Request | \$25,000 | | | \$ 25,000 | E |
| Farmington River Bridge (by abutments) | cost share for DEEP grant | | | \$ 8,000 | L |
| First Congregational Church of Barkhamsted | Historic Preservation due to lost revenue | | | \$ 15,000 | E |
| Barkhamsted Historical Society | \$5,000 | | | \$ 5,000 | E |
| Phase 1 of School HVAC | \$22,750 | | | \$ 22,750 | E |
| | | | | \$ 186,200 | Total Available = \$533,599 |

The original proposal included funding for the water line from Winsted to the Mallory Brook Plaza and the proposed affordable housing. That funding was deferred pending additional dialog with the Plaza owner and better definition of the payback to the Town for the significant use of the ARPA funds. The funding for the Broadband consultant was also put on hold until there is a strategy and an opportunity to make the best use of these funds.

DISCUSSION: The Selectmen discussed the movie shoot that took place on West River Road on October 19 and 20. The event was seamless and the movie production company paid the town \$10,000 for the use of the road. They staged all of their crew and the tractor trailers, shuttle vehicles and personal vehicles in Peoples State Forest and they used the American Legion campground as their filming headquarters. The personnel who were here for this activity were extremely cooperative and easy to work with. No complaints were received by the Town relative to the closure of the road for two days, with a detour to E. River Rd.

DISCUSSION: The Town Attorney, Andrew Glassman, made a presentation to the Planning & Zoning Commission and the Selectmen, regarding the legalization of recreational marijuana. His presentation is available at <https://municipal-documents.s3.amazonaws.com/uploads/barkhamsted-ct/planning-and-zoning-commission/documents/minutes/32626/20211019162230458.pdf>. The bottom line of his talk was that now that cannabis is legal, the town should prepare rules and regulations for

the siting of facilities and where it can be used. These regulations would likely look like those for liquor stores and the Town could only have 1 such facility. There is revenue that would accrue to the Town should there be a dispensary that locates in town, and the town cannot ban home delivery of cannabis from another town's retail shop nor can it ban people from using cannabis. The PZC will need to hold a public hearing when they finalize the regulations and they can also decide to ban facilities or put a hold on any development. However, the Town's residents can petition (signatures from 10% of the registered voters required or about 280 people) for a town-wide vote at a regularly scheduled election to either approve the sale of cannabis or to ban its sale.

DISCUSSION: The Selectmen decided to table discussion and a vote on the Housing Plan until the next meeting to provide time for them to further review the draft plan.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the Selectmen approved the attached revision to the Conditions of Employment Policy. This approval is conditioned upon agreement with the union regarding the changes.

DISCUSSION: The Selectmen briefly discussed the possible uses of the Recreational Trails Grant, which is being offered by the State. There is interest from several residents and local organizations in rebuilding the bridge that once connected American Legion and Peoples State Forests. Since both of those are State properties, the grant application would have to come from the State, with support of the Town. The previous bridge had been wiped out during a major flooding event and the Selectman supported the idea of trying to rebuild this bridge.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the Selectmen approved an authorizing resolution (attached) such that the Town of Barkhamsted may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents associated with the 2021 EMPG.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the Selectmen authorized the First Selectman to apply to the CT Department of Energy and Environmental Protection for a Connecticut Recreational Trails Program Grant. This grant would be used to perform a feasibility study for the possibility of building a pedestrian bridge across the Farmington Riverton to connect Peoples and American State Legion State Forests and their respective hiking trails.

The meeting was adjourned at 8:10 PM.

The next regular Selectmen's meeting will be November 9, 2021 at 7:00PM.

Respectfully submitted,

Donald S. Stein
First Selectman

RULES OF CONDUCT AND STANDARDS

The following conduct is prohibited, and may result in discipline, up to and including termination, depending on the particular offense and circumstances.

1. Engaging in disobedience or insubordination. Refusing, or coercing another employee to refuse, a work assignment, or failure to carry out a reasonable directive of an authorized supervisor.
2. Falsifying information to obtain employment; falsifying any other employment records.
3. Falsifying or altering your time card, filling out, falsifying or altering the time card of another employee, or having another employee falsify, fill out or alter your time card in any way. This is viewed as a form of stealing.
4. Selling, distributing, using, possessing, transporting, or being under the influence of, intoxicating beverages, **cannabis and any derivatives thereof**, [or] narcotic drugs and / or controlled substances while on town premises or while representing the town in an official capacity, or reporting to work in an unfit condition.
5. Removing property from the town's premises without authorization; defacing, willfully damaging or stealing town property or the personal property of another employee, supplier, customer or town management representative. Any damage to town property, no matter how slight, should be reported immediately **to your supervisor**.
6. Physically or verbally threatening, abusing, coercing, intimidating, harassing or interfering with another **town** employee [, authorized supervisor] or [town] official.
7. Possession of unauthorized firearms, weapons, dangerous substances or explosives on town premises or while representing the town in any official capacity.
8. Inability or refusal to maintain satisfactory job performance, including, but not limited to. The quality and quantity of work.
9. Excessive or repeated absence or tardiness, or absence without notice or reason that is satisfactory to the town.
10. Concealing substandard work or giving false information, misrepresenting or fabricating data on any record.
11. Denigrating the character of, or attempting to alter the town allegiance of any town employee, authorized supervisor, or management representative.
12. Execution of any letter, document or contract which binds the town for the payment of funds or **for** the extension of services without the appropriate authorization. An employee who executes such an agreement without authorization becomes personally liable for any sum(s) or expenses.
13. Harassment of another employee on any basis prohibited by state or federal laws.
14. Falsifying expense records.
15. Posting unauthorized literature or defacing or removing any authorized literature of any kind on any part of town property. Posting of appropriate literature is allowed with prior authorization, but must be restricted to the common bulletin board provided by the town, and must be in compliance with town policies. **Literature or other material promoting any political candidate or political party is not appropriate for posting on any town property.**
16. In cases of on-the-job personal injury, no employee is to treat his / her injury, nor that of any other employee, except in the case of emergency first aid. All job-related injuries must be reported immediately.
17. Failure to abide by safety rules, regulations and policies.

18. Fighting, horseplay, unnecessary shouting or any other act or practice detrimental to safety or disruptive to others.
19. Creating or contributing to unsanitary conditions or poor housekeeping.
20. Unauthorized use of town telephones, fax machines or computers.
21. Unauthorized use of town vehicles.
22. Accepting “kick backs” or any other form of improper inducements.
23. Conducting personal business or doing work of a personal nature on town time.
24. Obtaining other employment while on a leave of absence without authorization.

The delineation of these rules is not intended to be all-inclusive. Certain[ly] other behaviors not identified above may be unacceptable, and may warrant disciplinary action. These rules are provided for the purpose of general guidance and illustration and do not **limit [exclude]** the right of the town to discipline **[and/or discharge]** employees for other **valid** reasons.

AUTHORIZING RESOLUTION OF THE
Barkhamsted Board of Selectmen

CERTIFICATION:

I, Holly Krouse, the Town Clerk of the Town of Barkhamsted, do hereby certify that the following is a true and correct copy of a resolution adopted by the Barkhamsted Board of Selectmen at its duly called and held meeting on October 26, 2021, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Barkhamsted Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Donald S. Stein, as First Selectman of The Town of Barkhamsted, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Barkhamsted and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certified that Donald S. Stein now holds the office of First Selectman and that he has held that office since January 1, 2008.

IN WITNESS WHEREOF: The undersigned has executed this certificate this _____ day of _____ 2021.

Holly Krouse, Town Clerk