



TOWN OF SCOTLAND BOARD OF SELECTMEN

Scotland Town Hall 9 Devotion Road, P.O. Box 288 Scotland, CT 06264
(860) 456-7797 x 1

BOARD OF SELECTMEN SPECIAL MEETING

July 22, 2020

7:00 PM

MINUTES

<https://zoom.us/rec/share/vM1YMvLitW5OTLPQ83jTdaIZT6TfT6a80HIW-6UMypjPdDLuCJFEFobHROJXjvU>

- I. Call to Order
Gary Greenberg, First Selectman stated this is a virtual meeting of the Board of Selectmen. Present on screen is Selectman Wendy Sears, Selectmen Rob Keator, Treasurer MaryAnn Fitzsimmons and Kate Lacasse, Administrative Assistant. Members of the public that will be able to join chat when it is Audience for Citizens. First Selectmen Gary Greenberg called the meeting to order at 7:02 P.M.
- II. Additions to Agenda – None
- III. Approval of Minutes June 25, 2020
 - G. Greenberg asked for any corrections or omissions.
 - W. Sears stated under Report of Selectmen, Tech Partner should be corrected to Tech Park.
 - Motion: W. Sears made a motion, which was seconded by R. Keator to approve the June 25, 2020 special Meeting minutes with the above mentioned correction. The motion passed unanimously.
- IV. Treasurers Report
 - Treasurer MaryAnn Fitzsimmons gave a detailed explanation of where the Town stands financially, stating the monthly financials are complete, both general and departmental revenues exceed budget. Discussion followed.

- M. Fitzsimmons stated the bookkeeper position is still vacant. The Town is looking for an experienced bookkeeper to fill that position.

V. Blanket Resolution Document, Homeland Security Grant Program

- G. Greenberg stated in order to qualify for the grant, the Town must sign the document. The grant covers the cost of equipment and training.
- Motion: W. Sears made a motion which was seconded by R. Keator to approve the Homeland Security Grant Program Blanket Resolution Document. The motion passed unanimously.

VI. Parrish Hill Road, Town Owned Property Sale

- Motion: R. Keator made a motion, which was seconded by W. Sears to table the discussion regarding Parrish Hill Road Town owned property sale. The motion passed unanimously.

VII. Resolution for Establishing a Schedule of Building Permit Fees

- G. Greenburg stated the Building Department Fees need to be adjusted. G. Greenberg stated that this could be done by Special Town Meeting or by Resolution, which is the option we have chosen. The current building permit fees are lower than surrounding towns. The proposal being discussed tonight is to increase the fee to \$15.00 per one thousand dollars, plus \$.26 per one thousand collected by the State of Connecticut. Demolish Permit fee and Certificate of Occupancy will cost \$25.00. We can add a minimum fee of \$25.00 and an exemption for buildings less than 120 sq. ft. The Resolution outlines the process of how the fees will be processed. The Town of Scotland will be exempt from building permit fees as well as non-profit organizations.
- R. Keator asked what the average cost is for the Town to process a building permit fee, from start to finish.
- G. Greenberg stated that it's hard to determine the answer to that question, it depends on how many permits are processed each year.
- Motion: W. Sears made a motion, which was seconded by R. Keator to approve the Resolution for Establishing Building Permit Fees with the above mentioned amendments. The motion passed unanimously.

VIII. Discussion Regarding Opening Town Hall

- G. Greenberg stated he has decided to keep the Town Hall hours at 12 hours a week with access to the building by appointment only. The State keeps

promising to issue guidance specifically on how to open Town Halls and so far has not. The guidance that has been issued by the Economic Development isn't realistic to the setup of the Town Hall. Until the guidance is offered on the subject he recommended the current hours be maintained.

- R. Keator stated that he agrees, if we don't have guidance on how to safely open the Town Hall, than we shouldn't go back to the regular hours. R. Keator suggested revisiting the topic monthly.
- Discussion followed.

IX. Discussion of Hybrid (virtual/in-person) Public Meetings

- The Board of Selectmen discussed the possibility of holding outdoor in person meeting. The Board decided to explore options on if this is possible.

X. Appointment to Fill Vacancy on Zoning Board of Appeals

- G. Greenberg asked for a motion to appoint Becky Gagne to fill a two year term on the Zoning Board of Appeals.
- Motion: R. Keator made a motion, which was seconded by W. Sears to appoint Becky Gagne to fill the vacancy on the Zoning Board of Appeals. The motion passed unanimously.

XI. Report of Selectmen

- W. Sears stated she's putting her best effort into scheduling a meeting regarding the Tech Park.
- R. Keator stated he is working with to update the Emergency Management plan. We've almost finalized the draft. The draft will then go before the Board of Selectmen to approve.
- G. Greenberg stated the Rt. 14 Bridge is on schedule to open August 09, 2020. G. Greenberg discussed the reopening of the Schools. Small Town Economic Assistance Programs are now available, discussion followed. G. Greenberg stated the Town Hall front steps and railings are need of repair, and that he should have a quote on the cost to repair soon.
- Updating the Town's website and making land records accessible to the public, was discussed.

XII. Audience for Citizens

- Kim Martin voiced her concerns regarding the Town website.

- Jen Nelson stated her opinion on in person meetings.

XIII. Adjournment

Motion: R. Keator made a motion, which was seconded by W. Sear to adjourn the meeting at 8:05 P.M. The motion passed unanimously.

Respectfully submitted,
Kate Lacasse, Administrative Assistant

All minutes are draft minutes until approved by the Board of Selectmen. Meetings maybe viewed using the link at the top of the agenda.