



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

Nov. 20, 2019

7:00 PM

MINUTES

- I. **Call to Order:** The meeting was called to order at 7:01 PM by First Selectman Gary Greenberg. Board members present was Rob Keator and Wendy Sears. Also present were MaryAnnFitzsimmons, members of the public, and Liz Wilson, Administrative Assistant.

- II. **Additions to the Agenda:** None

- III. **Audience for Citizens:**

- IV. **Written Communications:** None

- V. **Approval of Minutes:** Gary questioned whether they can approve minutes from a prior board. Wendy motioned to table the minutes until Dec. 11th meeting when we get clarification from FOIA. Rob seconded, no discussion, motion carried

- VI. **New Business:**
 - a. Meeting Dates for 2020
Gary reviewed the dates with the board, discussion followed. **Wendy motioned to accept the new meeting dates as amended, Rob seconded, so moved.** (Meeting dates attached)
 - b. Tax Refunds
Wendy motioned to approve the tax refund for Savino Transportation in the amount of \$173.74, Rob seconded. No discussion, motion carried.
 - c. **Appointment to fill vacancies.**
Gary Greenberg stated that he received minutes from the Library Board of Directors, appointing Heather Blanchard to fill a vacancy for a two year term. **Wendy motioned to accept the appointment of Heather Blanchard for a two year term on the Library Board. (term will run from 11/20/19 to 11/16/21.) Rob seconded, no discussion, motion carried.** Gary reviewed with the Board the overwhelming list of vacancies on all boards. He is hoping more people become involved. (list of vacancies attached).

d. Appointment of Treasurer

Gary stated that the prior Board of Selectmen had appointed MaryAnn Fitzsimmons to the Treasurer position on October 9, 2019, but must also be appointed within 30 days after an election. **Rob motioned to appoint MaryAnn Fitzsimmons to the position of Treasurer, Wendy seconded, no discussion, motion carried.**

e. Appointment of Temp. Administrative Assistant

Gary stated that Liz Wilson has agreed to a three month commitment to see the board through this transition. **Wendy motioned to accept the appointment and will defer possible search until February. Rob seconded, no discussion, motion carried.**

VII. First Selectman's Report

Gary stated that according to FOIA nothing can be discussed between board members, therefore each Board meeting will have 'Selectmen's Report' so all board members can discuss what has transpired between meeting.

Gary stated that trees are a major issue facing the town, with only \$50 left in the tree removal budget. He is considering an inventory of the trees. Wendy questioned if there was any State money that could be used? Rob asked if we need an arborist to evaluate. Gary will check into both.

Gary stated that he is working with State Public Records and FOIA for record retention, and also with Quasar and Brian archive old e-mails to migrate to the cloud. He will be looking into getting all employees on the ct.org accounts.

It was brought to his attention that other towns has a very active way of keeping residents informed of trees down, road closures and other pertinent information to its residents. He will be looking into the webpage having a mass e-mail alert system. Wendy suggested a notice with the tax bills asking residents to sign up for the webpage alert system. And will look into the schools alert systems. Discussion followed.

Gary gave background of the creation of the EMS/FS program and stated he has been in contact with our department along with several other towns to possibly combine services. His other concern was the EMS are town employees but they report only to the chief, there is no point of contact with the town/board. Rob asked if we have a job description for the chief so that would be our point of contact.

Gary stated that he has met with Mr. Henrici at Parish Hill and discussed various possibilities. They also talked about live streaming the meetings using High School students.

Gary stated that they will be a conference call with the auditor in the morning.

VIII. Second Audience for Citizens:

Ed Chappell questioned the EMS program and whether they can be legally Fire Service also.

Marianne Orłowski asked about the applicants for the Admin. Position, Gary stated we have been in contact with each of them.

Jen Nelson questioned the compensation for the Admin position. Gary stated he is reviewing the budget and the two lines items that are used to pay for the position and would be more than happy to figure it out and get it to her.

Ed Chappell questioned the Tech Park. Wendy stated they have been meeting about the lack of marketing and development. There will be another meeting coming up shortly with the Executive Directors.

Wendy stated that the School Readiness Counsel will need to have a designee for the town.

XI. Adjourn:

Wendy motioned to adjourn the meeting at 8:36, Rob seconded, so moved.

Respectfully submitted,

Liz Wilson, Administrative Assistant

All minutes are draft minutes until approved by the Board of Selectmen.

SCOTLAND BOARD OF SELECTMEN
MEETING SCHEDULE
2020

Second and Fourth Wednesday of each month: 7:00 pm

January 8 th	January 22 nd
February 12 th	February 26 th
March 11 th	March 25 th
April 8 th	April 22 nd
May 13 th	May 27 th
June 10 th	June 24 th
July 8 th	July 22 nd
August 12 th	August 26 th
September 9 th	September 23 rd
October 14 th	October 28 th
November 18 th **	
December 9 th	

TOWN OF SCOTLAND
VACANCIES ON VARIOUS BOARDS/COMMITTEES AND
COMMISSIONS

BOARD OF EDUCATION: one vacancy ® term would expire in 2021

LIBRARY BOARD OF DIRECTORS: one vacancy term would expire
11/16/21

PLANNING AND ZONING COMMISSION: two vacancies one term expires
11/16/21 and one term set to expire 11/21/23.

PLANNING AND ZONING ALTERNATES: one vacancy term to expire
2021.

ZONING BOARD OF APPEALS: one vacancy to expire 2023.

ZONING BOARD OF APPEALS ALTERNATE: two vacancies one term
expires 11/21/23, one term 11/18/25.

INLAND WETLAND AND WATERCOURSES COMMISSIONS: two
vacancies one term expires 12/31/21 and one term 12/31/22.

INLAND WETLAND AND WATERCOURSES COMMISSION
ALTERNATES: three vacancies

ECONOMIC DEVELOPMENT COMMISSION: one vacancy term expires
7/24/21.

ECONOMIC DEVELOPMENT COMMISSION ALTERNATES: two vacancy
three year terms.

BOARD OF ASSESSMENT APPEALS: one vacancy term expires 11/21/23

COMMUNITY HALL COMMITTEE: one vacancy

