



TOWN OF SCOTLAND

Scotland Town Hall 9 Devotion Road, P.O. Box 288 Scotland, CT 06264
Town Clerk: (860) 423-9634

BOARD OF SELECTMEN MEETING

Aug. 14, 2019

7:00 PM

MINUTES

The meeting was called to order at 7:00 PM by First Selectman Dan Syme. Board members present were Clare D'Appollonio and Rod Perry. Also present was EDC chair Monica Lindsay, DPW foreman Bill D'Appollonio, members of the public, and Jennifer Nelson, Administrative Assistant.

II. Additions to the Agenda: None

III. Audience for Citizens: Wendy Sears was concerned because of invoice issues with the music and the green series, and checks were not received in a timely manner. Mrs. Sears sought clarity regarding the process. Even though the rec. committee worked to develop invoices for the summer time events, the treasurer has told the agency that third party invoices were unacceptable requests for payments from any department, and the vendor must provide their requests for payments to be valid.

Peter Martin also asked how to manage private donations to departments, and it was recommended that there was clarity on finances for the rec committee, which accounts held funds dedicated to the rec. committee's activities, and that specific expenses need to be clearly referenced to specific accounts.

Jeff Jakubowski asked if the date for assessment appeals had been established yet. First Selectman Syme said no, and he would follow up with the assessor.

IV. Written Communications: None

V. Approval of Minutes: Clare D'Appollonio moved to approve the minutes of the July 24, 2019 regular meeting. Rod Perry seconded the motion, and it passed unanimously.

VI. Old Business:

a) Financial Procedures: The financial procedures document is still in development. Treasurer Miller is still making final adjustments to language, and the policy on insufficient funds will be included, as well. **Clare D'Appollonio moved to table any further action until the next meeting. Rod Perry seconded the motion, and it passed unanimously.**

VII. New Business:

a) Sustainable CT Presentation--EDC--Housing Data Profile:

Monica Lindsay presented data compiled by the Economic Development Commission relating to housing data in Scotland, including data obtained on demographic indicators, housing needs of the municipality, grand list data, residential zoning and current diversity of housing, accessibility, and affordability/burden of housing costs. Various members of the audience raised questions and sought clarity regarding the data provided. First Selectman Syme thanked Ms. Lindsay and EDC for the work, and recommended the EDC to look into census taking activity in town, and to be sure

Scotland residents are accurately reflected due to multiple mailing addresses by multiple post offices.

b) Ziegler Road Paving Bid Award: DPW road foreman Bill D'Appollonio said the town received 4 bids to pave Ziegler Road. The repaving will include leveling the road, and 1 1/2 " overlay. Paving will be completed in the middle of September, and the bids are:

American Industries:	\$235,625.00
All States Materials:	\$216,877.50
Charles Pasteryak Jr, Inc:	\$193,375.00
Hain Materials Corp:	\$218,295.00

After a review of the paving bids and the details of the job, **Rod Perry moved to award the bid to Charles Pasteryak, Jr, Inc. at a price of \$193,375. Clare D'Appollonio seconded the motion, and it passed unanimously.**

c) Tax Refunds:

Tax refunds requested for overpayment of taxes were:

Nancy A Bard:	\$14.94
Rick Arborio:	\$377.34
Joan Nichols:	\$140.60
Sara Kemp:	\$379.57
Timothy Jajlardo:	\$315.18

Rod Perry moved to approve the tax refunds, as presented. Clare D'Appollonio seconded the motion, and passed unanimously.

VIII. First Selectman's Report: First Selectman Syme shared the following:

- Treasurer Miller has submitted her resignation at the end of this term. Ms. Miller will submit a letter of resignation for the files, and Selectman Syme discussed the protocol and opportunities to fill the post with the board an candidates for the new administration. First Selectman Syme will seek guidance from the town attorney so they are in compliance with the ordinance;
- Green Skies will be at the PSC on Friday to review the needs for solar panel installation. Selectman Perry wanted to be sure snow guards are accounted for if they're removed during the installation process.
- The A/C unit #3 seized at the PSC and was successfully replaced, but unit #1 is now no longer functioning. The selectmen will seek 3 bids for the replacement;
- There is another regional meeting of EMS service between Hampton, Scotland, Windham, and Chaplin on August 27th at 5:30 PM;
- First Selectman Syme also requested any input for the next Highland Herald be forwarded to him as soon as possible.

IX. Second Audience for Citizens:

Dennis LaBelle did receive email communication with Brian Hathaway regarding internet service in Scotland and has responded the information he received. First Selectman Syme also provided Mr. LaBelle with the most recent invoice from Charter Communications to facilitate questions.

Wendy Sears wanted to let the bookkeeper know she knew a new mailing address for the Arborios for the tax refund.

Sue Gluck asked questions regarding the treasurer vacancy and wanted to be sure to any candidates are aware of institutional history, and questions regarding current work conditions.

Clare D'Appollonio moved to adjourn at 8:15 PM. Rod Perry seconded the motion, and it passed unanimously.

Respectfully submitted,

Jennifer Nelson, Administrative Assistant

All minutes submitted are draft minutes until approved by the board of selectmen.