

# TOWN OF SCOTLAND

## BOARD OF SELECTMEN

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



## BOARD OF SELECTMEN MEETING

August 27<sup>th</sup>, 2025 - 7:00pm  
Location: Scotland Volunteer Community Hall

### Meeting Minutes

1. The meeting was called to order at 7:00pm by First Selectman Dana Barrow Jr. Present Selectman Michael Gurnack; Selectman Bart Laws; Treasurer David Zito; Executive Administrator Wendy O'Connor (virtual).
2. Additions to Agenda: Bart Laws would like to discuss a member of road crew to be certified as an herbicide applicator. Bart will gather more information to be discussed at the next Board of Selectmen meeting.
3. Audience with Citizens: Beth Troeger gave an update on the town email. Email comes out every Thursday. Jolene Bowers and Beth started working on the project a year ago. Will continue to encourage residents to sign up. Would like to encourage members of Boards, commissions, etc. to participate more in the information being sent out. Would like to include information about the upcoming election in the email blast. Discussion ensued.
4. Approval of previous BOS Meeting Minutes
  - **MOTION:** Motion made by Mike Gurnack to approve the minutes of the July 23<sup>rd</sup>, 2025 Board of Selectman meeting, seconded by Bart Laws. Motion carried.
5. Treasurer's Report – Report presented by Treasurer David Zito (attached to minutes). Discussion was held regarding end of contract with current auditor Mahoney/Sable.
  - **MOTION:** Motion made by Mike Gurnack to enable Treasurer David Zito to research signing on for additional 2 years with current audit firm, Mahoney/Sable, seconded by Bart Laws.
  - Treasurer David Zito has been reviewing the personnel manual. The policy regarding holiday and paid leave is very vague. The State now requires, as part of our audited financial statements, to report liability for unpaid absences. Finance Department needs clarification on this policy and to start tracking this. David has started working on the manual and will present to the board the draft changes. Discussion was held.
1. Approval of Bond Resolution (Bridges, Town Hall, and Public Safety Projects): Treasurer David Zito presented and read the bond resolution for the 4 bridges (Bass Road Bridge, Northern and Southern Brook Road Bridges and Gager Hill Road Bridge), Town Hall Renovation and Public Safety Renovation. Bridges will be about 3 million each, Town Hall Renovation, 3.8 million in total and Public Safety Renovation \$250,000. Have federal and state grants in place to be reimbursed for all projects except for a small portion of the public safety building. The issue is, the Town has to pay the contractors for the work first and then submit reimbursements, which are typically paid within 30 days. Town does not have the cashflow with all the projects going on to be able to do that. Would

like to secure short time financing to pay contractors upfront, receive reimbursement and repay it back. Discussion was held.

- **MOTION:** Bart Laws made a motion to approve the bond resolution of up to 16.9 million dollars for the design, acquisition, repair and placement of various bridges; renovations to the Public Safety Complex and Town Hall Renovations, seconded by Michael Gurnack. Motion carried.
  - **MOTION:** Bart Laws made a motion to set a Special Town Meeting for September 30<sup>th</sup>, 2025 at 7:00pm for discussion and possible action on the following, Bond Resolution, Blight Ordinance, Speed Camera Ordinance and purchase of tractor for the Department of Public Works, seconded by Michael Gurnack. Motion carried.
2. Discussion of Tractor Replacement: Dana Barrow Jr. updated the board of the town tractor. A mower was purchased a few years ago that was supposed to fit our tractor, but breaks the arm and other parts etc. It is too heavy for the tractor we have. Our other tractor is older, and parts are not readily available. Tractor needs to be replaced. Discussion was held on purchase of new tractor. Bill D'Appollonio will look into different tractors and costs.
  3. Discussion of Septic Tank Replacement at Town Hall – Dana gave an update of the replacement of the septic tank at the Town Hall. Had an inspection of the system, tank is falling in on itself a little bit. Leach fields are fine. Tank needs to be replaced. Requests for proposals were sent to six contractors. Wrana Construction of Columbia was the lowest bidder at \$12,000. Work will start in the next couple of months and take place when the town hall is closed.
  4. Town Hall Renovation Update – The encroachment permit was sent out to the State and was denied. Drawings have been redone and resubmitted. Final drawings on sitework have been completed and sent to the cost estimator.
  5. Sound Camera Discussion – Resident in the center of town is very adamant that a sound camera be installed. Dana has spoken with the DOT and they do not know of anyone who has them and they may or may not be legal. Bart would like to get the residents' opinion on what they think about having a sound camera installed. Discussion was held.
  6. Landfill Violations and Vandalism – OSHA visiting the landfill. There are violations that need to be addressed. Allan Cahill, Hampton First Selectman, has reached out to Casella for pricing on residential trash pickup once a week, as well as having the dump open once a month. Scotland will have to pay half the bill to have the violations fixed. There is no estimate for that yet. Discussion was held.
  7. Audience with Citizens
    - Jim Troeger asked if we use any herbicides in town. We do not. We have to have an herbicide certified supervisor to be able to do this. Bart is meeting with people from the state and will inquire what needs to be done to become certified and about using herbicides. Discussion was held.
    - Beth Troeger inquired about the email blasts and what can be done to improve them. Would like to see information about the upcoming elections. Discussion was held.
    - Beth Troeger asked if there was going to be a public forum for candidates in the upcoming election. Possibility of having one in October.

## 8. Selectmen's Report:

- Budget: Unfortunately, some unforeseen expenses came up. We did not expect the septic system to fail at the Town Hall, we also didn't know we needed new Public Works Tractor and a number OSHA violations at the Transfer Station needing correction.
- State Mandates: No new mandates this month
- Zip Code Issues: Senator Murphy team expressed the Senator Murphy plans to introduce the Bill when the Senate returns to session next month.
- NECCOG: Meeting went well, one of the big concerns is the proposed trash to energy facility on Rt 14 and Rt. 12 in Plainfield. The traffic study states approximately 160 trash trucks will be using Rt 14. All the Town want to fight the facility, but the Siting Council will decide in Hartford.
- Council of Small Towns [COST]: Renewing the fight with the larger city Representatives that want to push HB 5002 down the throats of the little towns. This bill eliminates local zoning control, penalizes towns that don't have what state feels is their fair share of low-income housing and/or a transit-oriented district. Eliminate the requirement for onsite parking for apartments under 24 units. And the town will have to pay for both attorneys fees if they oppose any low-income housing.
- Connecticut Conference of Municipalities [CCM]: The CCM continues to send out lots of Training opportunities for municipal leaders.
- Road Safety: This is your speed signs are up and running. It does help slow the traffic down some but only at the 4 locations.
- The Town Hall Renovation Project.  
The Civil Engineer had finished the Line of site and drainage study. The State DOT rejected the drawings because they want 460 feet site which is south almost in front of the Grange Hall and North almost to Rt.14. We redrew the drawings with the removal of more trees to gain more line of site. Waiting for DOT approval. now waiting for the drawings to be finalized for costing.
- The Town has contracted the replacement of the Septic Tank, run new lines and abandoned the old tank for \$ 12,000.00 We received 5 bidders out 7 requests for bids. We choose the lowest bid.
- The 90% Town Hall site drawings were completed, and the drawing entire package was sent out for cost estimates last Friday August 22<sup>nd</sup>. We should hear back around September 5<sup>th</sup>.
- Roads / Public Works. The replacement of the culvert on Kemp Road was completed and spot paving will begin shortly on Kemp Rd. west of Pinch St.
- Bridges: I met with DOT and the Bridge designer on Brooklyn Rd. Bridge. Based on core drillings and further soil investigations DOT has changed the scour rating from 3 to 8. This takes the bridge out of any replacement program. The bridge structure is rated fair which also takes it out of the Bridge replacement program. Unfortunately, we spent \$ 10,000.00 last year to do the complete analysis and for the grant Application. We are working on the Finance requirements of the Bridge Grants now. We received 2 RFQ replies for the Bridge Inspection program.
- Fire Department: The Fire Department is looking for Volunteers if you have some time and would like to give back to the community please consider joining.

- The Town of Scotland: The Town ZEO and Wetlands Official has resigned starting Sept 1<sup>st</sup>. Unfortunately, she has many other obligations, and she was spreading herself too thin. The Town will miss her ability and her great personality. Johnathan Blake will fill the position on an interim basis.
  - Grants: Selectman Mike Gurnack is working on getting all the grants requirements together before the construction can begin.
  - Grange Hall: The Grange Hall has received an updated Electrical Service. The existing one was a shock and fire hazard.
  - Town Gazebo: The Gazebo has received new electrical upgrades due to an existing plug almost started a fire. We are also looking to replace the roof on the Gazebo. The roof is deteriorating and there are number of holes now.
  - Solar Project: No updates, if possible, I will be attending the zoom meeting for the permit at the Siting Commission hearing. From what I understand the project will most likely be approved by the Siting Council. But I also understand there are a lot of cutbacks of Federal funding going on. I am not sure what effect this will have on their funding.
  - Cell Tower: They will be installing a cell tower on Bass Rd in Windham next to the Scotland Town line on Kemp Rd. Please write any opposition to the Siting Council.
  - Landfill Permit: Sticker are available for purchase at a cost of \$ 25.00 per household from the Town Clerk Monday and Thursday from 9-3 PM and Wednesday from 1-7 PM.
  - Motor Vehicle Taxes: Please see attached.
  - *Scotland residents: My door is always open to discuss anything, and the BOS meets on the 4<sup>th</sup> Wednesdays, I encourage all residents to come to the meetings.*
9. Motion to adjourn at 8:19pm made by Bart Laws, seconded by Mike Gurnack. Motion carried.

## **Town of Scotland, Treasurer's Report August 27, 2025 Board of Selectmen Meeting**

### **July 2025 Financials**

- The month end close is complete for General Fund for July. Tonight's report includes the preliminary General Fund P&L through July 31, 2025. July bank statements, Tax revenue/collections and interfund reconciliations have been completed.
- Total Current Year Tax Revenue Collections for the 1 month ended July 31, 2025, totaled \$2.43M, which is 50.5% of the full year's budget. Back tax collections total \$8.8k. Current year interest totaled \$0 and interest on back taxes was \$1.5k. Total collections for the month of July totaled \$2.44M.
- General Revenues totaled \$4.3K, 8.8% of the full year's budget. Departmental Revenues totaled \$5.1K, 9.6% of the full year's budget.
- State Grant revenues totaled \$0, 0% of the full year budget.
- Total Revenues total \$2.45M, 38.6% of the full year's budget.
- General Government expenditures totaled \$440K, 19.5% of the full year's budget. This includes FY 26 CNR contributions for the year, no lease payments on the fire truck and 1 quarterly interest payments on the note payable to Berkshire.
- Scotland Elementary School expenses totaled \$95.5K, 3.9% of the full year budget. RD11 District School expenses totaled \$0, 0% of the full year budget (0 of 11 payments are reflected).
- General Fund cash on July 31, 2025 totaled \$2.5M of which \$358k was held in the STIF investment account. There was another \$614K held in a STIF account for the investment and other funds (including CNR funds). Between the two STIF accounts, the Town earned interest totaling \$3.6K in FY 2026.

### **FY26 Capital Expenditures**

FY 26 Capital Expenditures have been incurred through July 31, 2025 as follows:

- No capital expenditures for July.
- There is \$514K available to spend in CNR funds as of July 31, 2025.
- Town Hall Renovation Fund – Through July 31, 2025, we have incurred \$265K in costs from the start of the project and \$237K has been received in reimbursements. The Town portion of the project to date is \$28K.

### **Other Activities**

- The Treasurer and First Selectman has met with bond counsel and a resolution has been drafted for short term borrowing to finance upcoming capital projects over the next 2 years. It is anticipated that this will be presented at a Special Town Meeting in September.
- The annual report for LOCIP Grant funds has been completed and filed with the State.
- The FY 25 Dog report has been completed and filed with the State.
- All FY 25 State Grants have been reconciled with OPM.
- FY 25 Town Aid Road Annual Report has been prepared and filed with the State.
- Field audit work for the FY 25 audit is in process this week. The auditors have been working onsite.
- The Town's contract for audit services expires this year. We have the option of extending it 2 years or put out a Request for Proposals.