

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

February 17th, 2026 - 7:00pm
Location: Scotland Volunteer Community Hall
47 Brook Road

Meeting Minutes

1. The meeting was called to order at 7:01pm by First Selectman Dana Barrow Jr. Present: Selectman John Aldrich; Selectman Michael Gurnack; Treasurer David Zito; Executive Administrator Wendy O'Connor (virtual) and members of the audience.
2. Additions to Agenda: Discussion of Jake Brake Abuse Ordinance as requested by a resident.
 - **MOTION:** Motion made by Mike Gurnack to add Jake Brake Ordinance discussion to the agenda, seconded by John Aldrich. Motion carried.
3. Audience with Citizens: None
4. Approval of previous BOS Meeting minutes – January 20, 2026
 - **MOTION:** Motion made by Michael Gurnack to approve the minutes of the January 20th, 2026 Board of Selectmen meeting, seconded by John Aldrich. Motion carried.
1. Treasurer's Report:
 - Treasurer David Zito presented the treasurer's report. Attached to minutes.
5. Discussion on the Tax collection issues with the Town of Windham Tax Collection office. There are ongoing issues with the Windham Revenue Department. We have not received any reports since November. Dana had a conversation with the Town Manager, Robert Zarnetske. He plans on offering the job of Collector of Revenue position to someone in the next two weeks to a month and will hire other staff after. He is not in support of the Town of Windham collecting taxes for other towns. We are able to cancel our contract with the Town of Windham with 90 days' notice. Dana has been speaking with the Town of Canterbury to take over tax collection for the Town of Scotland. They are putting together a proposal for our review. Discussion was held.
6. Authorization to allow the First Selectmen to negotiate with DOT and approve easement right of way on Town Land to the DOT for Brook Rd Bridge by SES.
 - This matter involves a sliver of land located on Brook Road. The Connecticut Department of Transportation (DOT) has offered the Town \$540.00 for the property. First Selectman Dana Barrow Jr. consulted with Attorney Roberts, who confirmed that there is clear title in place and that no additional title work will be required. Attorney Roberts has drafted a standard resolution authorizing the First Selectman to negotiate on behalf of the Town. It was noted that if the Board of Selectmen does not approve the agreement, the Connecticut DOT may proceed with acquisition through eminent domain. Discussion was held.
 - **MOTION:** Motion made by John Aldrich to approve the Resolution for the Town of Scotland to authorize the First Selectman the granting of necessary easements for the placement of the bridges on Brook Road Brook Rd Bridge by SES, seconded by Mike Gurnack. Motion carried.

7. Discussion of Jake Brake ordinance as requested by a resident.
 - The Town has received a request from a resident to consider adopting an ordinance prohibiting the use of engine compression brakes (“Jake brakes”) on Town roads. Enforcement of such an ordinance could present challenges, as the Town does not have a resident State Trooper or a local police department. The Board of Selectmen has agreed to take this matter under advisement. Discussion has been tabled to allow the Board additional time to review and consider the request.
8. Audience with Citizens: None
9. Selectmen’s Report
 - Budget: The Town Departments are starting to work on next year’s budget. With the large increase expected from PHHS due to the abnormally high number of Students attending PHHS we have asked all Departments to delay any expenses that can wait a year to offset the expected increase. The Town will be granting a 2.7 % raise which is the same as the Cost-of-Living increase for 2025. We understand limited increases in Insurance will need to be passed on but we do not want a significant increase in the Mill Rate if possible.
 - State Mandates: No new mandates this month.
 - Zip Code Issues: The Selectman will be meeting with Jacob Ecke, Senator’s Murphy’s Federal Strategic Engagement Director on March 11th at 9:00 AM at the Town Hall. He will be discussing the Zip Code Issues and any other Items that the town wants to bring forth. Residents are welcome to stop in to give feedback to Senator Murphy aid on what they feel needs to be worked on at the Federal level.
 - NECCOG: The lengthy meeting had few presentations and reports by staff members. Note: The Annual Fee to belong to the NECCOG is \$ 1.15 per resident, \$ 1,837, GIS section \$ 1,992 and for Animal control \$ 8,789.00
 - Council of Small Towns [COST]. The First Selectman attended the annual COST meeting on January 28th, 2026. The State leaders gave their reports on how the State is doing and the financial picture looks good. The State had Billion dollars in the rainy-day fund until the Governor took out \$ 500,000,000.00 to pay for social programs that the Federal threatened to cut back on during the shutdown.
 - Connecticut Conference of Municipalities [CCM]: Numerous new proposed Bills are coming out from Hartford some are aimed at eliminating local control on Zoning, not Following the CDC Vaccine protocols, Charging Petroleum Companies a Tax to Clean up Air Pollution ETC.
 - The Town Hall Renovation Project: We are very close to sending the project out for Bid. We will be sending the 100% CD to the Granting Agencies this Friday with a two-week turn around. If everything goes well, we will be ending it out to Bid in three weeks. We retain the right to reject all Bids if we do not have the financing in place. One thing that came up is the town is responsible for the Hazardous Material removal prior to the start of Construction. Asbestos is in the floor tiles in the restrooms, in some pipe insulation in the basement and some walls in the attic. We have some existing lead paint on the walls, ceilings and we have Radon Gas in the Basement. This abatement needs to be done by certified professionals. I will be reaching out to get costs estimates.
 - Roads / Public Works. The Public Works Department has been out plowing and salt/sanding the roads for the past few weeks. The Town wants to thank Bill, D’Appollonio and Mark Gale and John Beck for spending their evenings and early morning ensuring the roads are safe to travel on. Salt for indivial use by residents can be picked up at the old salt shed at 7 Pinch street. Please bring your own bucket and shovel.
 - Bridges: The Town is interviewing three Consulting Engineering Firms on February 23rd to determine who will be hired for both Brook Rd. Bridges inspections.
 - Fire Department: The Fire Department applied and received Grants to install a Apparatus Exhaust System so when the diesel Fire Apparatus start up the bays, they do not fill the station with carcinogen smoke. The Fire Department also received a Grant to replace the 30-Year-Old Fire Alarm System. The Smoke Detectors needed to be replaced 20 years ago. The Town would like to thank the Volunteer Fire Department for their work, especially in inclement weather conditions.
 - Community Center: To rent the Community Center Hall, please contact Wendy O’Conner at the Town Hall during normal work hours. Please note: The Community Center is still run by a group of Volunteers that manage the Center for the use of the Town residents. Thank you goes out to those volunteers.

- Grants: Community Center maintenance Grant: The Town has signed the Construction Contracts with three different Contractors for Construction. 1. Bay Door Replacement, 2. Furnace, AC Units, Underground Tank Removal, 3. Windows, Personal Doors Replacement, Installation of a Handicap button with automatic opener on the Front Door.
The construction should start around April of this year.
- Grange Hall: Farmers' Market is closed for the season.
- Solar Project: The Town has received the building plans and a check for \$ 132,750.00 for the building permit. The Building Inspector and the Fire Marshal with the Fire Department will be reviewing the proposed set up.
- 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.
- *Scotland residents: My door is always open to discuss anything, and the BOS meets on the 4th Wednesdays, I encourage all residents to come to the meetings.*

10. Motion to adjourn at 7:37pm made by Mike Gurnack, seconded by John Aldrich. Motion carried.

**Town of Scotland, Treasurer's Report
February 17, 2026, Board of Selectmen Meeting**

January 2026 Financials

- The month end close is partially complete for General Fund for January. Tonight's report includes the preliminary General Fund P&L through January 31, 2026. January bank statements (except for tax account) and some interfund reconciliations have been completed. Tax revenue/collections have not been reconciled since November due to no reports received from the Windham Tax Collector Office. BOE expenses have been reconciled through December.
- Total Current Year Tax Revenue Collections through December 12, 2025 totaled \$2.8M, which is 57.6% of the full year's budget. Back tax collections total \$31.3k. Current year interest totaled \$5.7K and interest on back taxes was \$6.5k. Total collections for the month of December and January are unknown as collections have not yet been made available by the Windham Tax Collector.
- General Revenues totaled \$34.1K, 68.8% of the full year's budget. Departmental Revenues totaled \$37.5K, 69.2% of the full year's budget.
- State Grant revenues totaled \$673K, 49.6% of the full year budget.
- Total Revenues total \$3.5M, 56.1% of the full year's budget.
- General Government expenditures totaled \$1.3M, 58.8% of the full year's budget. This includes FY 26 CNR contributions for the year, the lease payment on the fire truck and 3 quarterly interest payments on the note payable to Beacon Bank.
- Scotland Elementary School expenses totaled \$1.3M, 52.6% of the full year budget. RD11 District School expenses totaled \$863K, 54% of the full year budget (6 of 11 payments are reflected).
- General Fund cash on January 31, 2026 totaled \$589K (per books) of which \$426k was held in the STIF investment account. There was another \$719K held in a STIF account for the investment and other funds (including CNR funds). Between the two STIF accounts, the Town earned interest totaling \$26.5K in FY 2026.

FY26 Capital Expenditures

FY 26 Capital Expenditures have been incurred through January 31, 2026, as follows:

- Kemp Road Bridge Fund - \$40.6K (Engineering Costs).
- Town Hall Renovation Fund – \$21.9K (FY 26). Through January 31, 2026, we have incurred \$287K in costs from the start of the project and \$241K has been received in reimbursements.
- Town Aid Road - \$96.1K (Paving Kemp Road)
- STEAP Public Safety Complex - \$1.9K
- CNR Public Works - \$124K (Pick Up Truck & Tractor)
- CNR Fire - \$70K (Extrication Tool, Hose)
- CNR Town - \$10K Septic Tank Replacement
- There is \$343K available to spend in CNR funds as of January 31, 2026.

Other Activities

- The closing on the Line of Credit with M&T Bank was finalized on January 21, 2026. As per the loan stipulation, an initial draw of \$50,000 was made. The Town now has \$5M working capital to be used for upcoming capital projects that are grant reimbursable.
- The audit has been finalized by Mahoney & Sabol. Reports for Financial Indicators, Uniform Chart of Accounts, Pensions, and Other Post Employment Benefits have been prepared and filed with OPM. A finding was issued to BOE for not reconciling accounts which is a repetitive finding.

- Windham Tax Collector office has been in turmoil over the past couple of months. The Treasurer has serious concerns over the Windham Tax Collection Office's ability to meet its contractual obligations to the Town of Scotland. It is recommended that the Board of Selectmen consider alternatives.