

## **TOWN OF COLEBROOK**

### **BOARD OF SELECTMEN**

*Monday, December 13, 2021*

*7:00 PM*

**Town Hall**

**Selectmen's Conference Room**

**Floor #1**

**Minutes**

Board Members Present:

Christopher Johnstone  
Kate Kennedy  
Ernie Marmer

Board Members Absent:

Others Present:

Catherine Norton  
Debra McKeon

### **Meeting called to order at 7:00PM**

1. No Public comment.
2. A motion was made by Kate Kennedy to accept the Road Foreman's report, seconded by Ernie Marmer. Motion passed unanimous.
3. Christopher Johnstone discussed and proposed the following holiday schedule and paid time off. December 23<sup>rd</sup> and December 30<sup>th</sup> the town hall will close at noon. The Town hall will be closed on December 24<sup>th</sup> and December 31<sup>st</sup> of 2021. The Department of Public Works will be closed on December 24<sup>th</sup> and December 31<sup>st</sup> of 2021. When there is a Non-Holiday, Management approved closure (i.e. Friday after Thanksgiving) of the Town hall, it will also include the Department of Public Works personnel. All employees, who are scheduled to work when there is a Management approved closure (hourly/salary) will be paid their normal pay. Department of Works personnel who worked Friday November 26<sup>th</sup>, 2021, will be compensated 8 hours of compensatory time for working that day when the Town Hall was closed. A motion was made by Kate Kennedy to accept and approve the proposed holiday schedule, management approved closures of the Town Hall and eight (8) hours of compensatory time for the department of Public Works, seconded by Ernie Marmer, Passed by unanimous vote.
4. A motion was made by Ernie Marmer to approve the 2022 meeting schedule with one change, seconded by Kate Kennedy. Motion Passed Unanimous.
5. Chris Johnstone discussed the legal issues that were listed in the memo drafted by Attorney Patrick Powers.
6. A motion was made by Kate Kennedy to hire Catherine Norton as a part time employee for the Assessor's Clerk position at a pay rate of \$20.00 per hour for a maximum of 120 hours per quarter, seconded by Ernie Marmer. Motion passed by unanimous vote. Job description and employment package will be developed for this position.
7. A motion was made by Ernie Marmer to authorize the 1<sup>st</sup> Selectman to sign the MSA/MIRA municipal services agreement with the Opt-out clause, seconded by Kate Kennedy. Motion passed unanimous
8. As a result of the tax appeal of the 2020 assessment of the Wilber Farm, the Assessor re-appraised the Wilber Farm and changed the assessment of \$61,620 to \$30,080. A motion was made by Kate Kennedy to accept and approve the Assessor's adjustment to the 2020 property assessment, seconded by Ernie Marmer. Motion passed unanimous. Attorney Pat Powers will be notified of this decision by the Board of Selectman for completion of the tax appeal.

9. Johnstone discussed the Pinney St., Sandy Brook and Old Creamery Rd. bridges. Pinney Street Bridge is a 50/50 cost share project with the State, construction is expected to begin in April of 2022. Estimated total \$771.452. Sandy Brook, and Creamery Road bridges are 20/80 Town/Federal cost share. Sandy Brook – cost of steel went from \$3.00LB to \$10.00LB added \$1.7 Million to the project, Preliminary engineering estimates were \$3.6 million 70% design estimate \$5.3. Creamery Road went from \$360K to \$410K Good news here is that these bridges are slated for construction in 2023, so maybe the costs will come down.
10. A motion was made by Christopher Johnstone to appoint members to the Affordable Housing Committee. BOS Ernie Marmer, P&Z Marty Neal, Building Official Marc Melanson, Realtors, Dave Sartirana and Laura Bartlett, Senior Center Deborah Crowell, Historic District Commission Catherine Norton, the motion was seconded by Kate Kennedy. Motion passed unanimously.
11. A motion was made by Kate Kennedy to appoint Christopher Johnstone as representative to the Farmington Valley Health District, seconded by Ernie Marmer. Motion Passed unanimous.
12. A motion was made by Kate Kennedy to appoint Marco Monroy as Land Record examiner, seconded by Ernie Marmer. Motion passed unanimous.
13. A motion was made by Kate Kennedy to appoint Sub registrars Susan Montano (Montano Shea), Jerry Hamilton (Maloney Funeral Home) and Brian Kenny (Kenny Funeral Home) seconded by Ernie Marmer. Motion passed unanimous.
14. A motion was made by Kate Kennedy to appoint Christopher Johnstone as representative to the Metropolitan District Commission, seconded by Ernie Marmer. Motion passed unanimous.
15. A motion was made by Ernie Marmer to appoint Christopher Johnstone, Amy Gardner, James Millar, Benjamin Bartlett and Andy Bakulski as members to Capital Improvement Committee for a one- year term, seconded by Kate Kennedy. Motion passed unanimous.
16. A motion was made by Kate Kennedy to appoint town attorneys Howd, Lavieri & Finch (Patrick Powers), Halloran and Sage and Murtha-Cullina. .Seconded by Ernie Marmer. Motion passed unanimous.
17. A motion was made by Kate Kennedy to appoint Bill Jasmin as Cemetery Sexton for a two-year term, seconded by Ernie Marmer. Motion passed unanimous.
18. A motion was made by Kate Kennedy to appoint Gordon (Mike) Coleman as town Animal Control Officer for a two- year term, seconded by Ernie Marmer. Motion passed unanimous.
19. A motion was made by Kate Kennedy to appoint Alfred (Rick) Tillotson as Emergency Management Director for a two year term, seconded by Ernie Marmer. Motion passed unanimous.
20. A motion was made by Kate Kennedy to appoint Matt Klimkosky as Tree Warden for a two-year term, seconded by Ernie Marmer. Motion passed unanimous.
21. A motion was made by Kate Kennedy to appoint Geraldine Kassel, Ed Allen and LeeAnn Jasmin as members to Board of Assessors for a two -year term, seconded by Ernie Marmer. Motion passed unanimous.
22. A motion was made by Kate Kennedy to appoint National Iron Bank and STIFF as depositors of town funds for a one -year term, seconded by Ernie Marmer. Motion passed unanimous.
23. A motion was made by Ernie Marmer to appoint James Millar as Assistant Treasurer for a two-year term, seconded by Kate Kennedy. Motion passed unanimous.
24. A motion was made by Kate Kennedy to appoint Bryce Zygmunt as an alternate member to the Inland Wetlands Commission, seconded by Ernie Marmer. Motion passed unanimous.
25. Appointment of one alternate to full member on Planning and Zoning Commission tabled.
26. Ernie moved to correct the minutes of the November 22, 2021 special meeting. Item #2 to read “The minutes of November 8, 2021 special meeting were distributed and read, and there being no amendments or corrections, the minutes were approved as written”.
27. Reviewed 21/22 budget.

28. A motion was made by Ernie Marmer to approve tax refunds to (Nissan Infiniti \$197.60, Hyundai Lease Titling Trust \$ \$247.54) seconded by Kate Kennedy. Motion passed unanimous.
29. A motion was made by Ernie Marmer to approve bills as presented, seconded by Kate Kennedy. Motion passed unanimous.
30. Any other business legal and proper to come before the Board.
  - A. Christopher Johnstone distributed information for CCM conference on January 8, 2022 and COST conference on February 8, 2022. All Selectman will attend.
  - B. Discussion of recent Town Garage expenditures.

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| Hot Water Heater | - \$1,337.71 |
| Furnace          | - \$7,838.00 |
  - C. Colebrook Consolidate School  
Roof Repair – Mario Lallier - \$8,340.00
  - D. A motion was made by Kate Kennedy to approve a Town Debit Card and a Lowes or Home Depot Credit Card, motion was seconded by Ernie Marmer. Motion passed unanimous.

Respectfully Submitted,

Christopher Johnstone  
First Selectman