



**Town of North Stonington  
Board of Selectmen Meeting  
North Stonington Education Center & Zoom Meeting  
September 14, 2021  
6:00 PM**

Public will be able to attend the meeting in person or via Zoom with the following link:  
<https://us02web.zoom.us/j/81261314017?pwd=SFJjV1FadUdFZkUzRS9pSHlyZjNnUT09>

Or via Zoom App-Enter Meeting ID: 812 6131 4017

Passcode: 642107

Or listen only via telephone by calling 646 558 8656 and enter Meeting ID: 812 6131 4017

## MINUTES

1. **Call to order/Roll Call:** Meeting called to order at 6:04 pm, First Selectman Urgo, Selectman Carlson, Selectwoman Kincaid, and Administration & Finance Officer Christine Dias in attendance along with our new Administrative Assistant, Cheryl Lynch and Highway Foreman Don Hill.

A motion was made by Selectwoman Kincaid to add agenda item 1A Speed Humps Update and 2<sup>nd</sup> by Selectman Carlson. Motion approved 3-0-0.

- A. **Speed Humps Update:** Selectman Urgo provided an update on the installation of speed humps with input from Highway Foreman Don Hill. Discussion followed as to the delay in the installation and whether other remedies like reducing speed limits to 15 mph & enforcement of limits, would be better for aesthetics of Town; and reducing costs (National Traffic Safety Board has specific standards such as size, how to paint them, signage required to go along with installation, etc.). A contractor would have to install and finding a contractor willing to do them, since they are reluctant to due to liabilities associated with them. Since discussion needed to continue after Public Comments, a motion was made by Selectman Carlson to add this as agenda item 5A and 2<sup>nd</sup> by Selectman Urgo. Motion approved 3-0-0.

2. **Public Comments on Agenda and Non-Agenda Items\***

3. **Staffing Update**

- a. Selectman Urgo announced and welcomed the new part time Administrative Assistant, Cheryl Lynch and the new Planning and Development Zoning Officer, Nate Reichert. Cheryl started on September 2, and Nate on September 8, 2021. Mike thanked hiring team.

- b. Selectman Uργο also mentioned that the Town needs updated water testing to comply with new updates on sewer plan – a 20-year plan that is up for renewal. There was a proposal submitted but no bids received until after The New London Day did an article on fact that no bids were received. As a result, two bids were received. One from a firm and one from an individual. The individual is local – from the Norwich area. He worked previously for DEEP and other Towns on similar projects. Selectman Uργο and the WPCA interviewed both bidders and agreed, after reviewing both proposals, that the individual would be the better fit. It was suggested that the Board move forward with hiring the individual for up to 10 hours per week, not only for the water testing part, but also to support the WPCA. The money would come from the capital fund. Motion made by Selectman Carlson and 2<sup>nd</sup> by Selectwoman Kincaid. Motion approved 3-0-0.
4. **Lantern Hill Road Reclassification** – The Lantern Hill Road bridge needs to be replaced and reclassified as suggested by SECT Council of Governments to obtain additional funding sources, such as Federal or LoCIP funding, which they cannot currently seek. Motion made by Selectman Carlson to approve replacement and reclassification from local road to collector road. 2<sup>nd</sup> by Selectman Uργο. Motion approved 3-0-0.
5. **LoCIP 5 Yr Plan** – Christine Dias gave a brief review of what the plan represents. She advised that LoCIP funds come directly from State of Connecticut. They are a grant that is not limited to the actual year it is received and can be rolled forward. The Town must approve the 5 Yr LoCIP Plan and projects must be on plan to proceed with the Plan. Plan is then submitted to State, once approved it can go forward with projects of the Plan. Funds are disbursed in the Spring (March). Highway Foreman Don Hill explained how decisions are made concerning road repairs. Motion made by Selectwoman Kincaid and 2<sup>nd</sup> by Selectman Carlson to accept plan. Motion approved 3-0-0.
- A. **Speed Humps** – Discussion continued. Selectman Uργο thanked Highway Foreman Don Hill for his research on the subject and he thought it advisable to pause the project to review the new information on the speed humps. Plans have already been sent to a contractor so if plans need to be changed (specs, etc.) Don Hill needs time to make these changes. It was agreed that although contractors are done in approximately six (6) weeks from now, that the speed humps could still be done this year, barring any unforeseen scheduling delays by the

contractor. After much more discussion it was agreed that the Board of Selectmen would do some additional research and review the decision at the next Board of Selectmen meeting.

## **6. Additional Appropriation**

- a. Request was made to move B27 LoCIP funds (the use of \$48,881) from last fiscal year to FY 2021-2022. Christine spoke about needing approval from the Town (the approval would have to come from Board of Finance then presented at Town Meeting) to use banked money for this fiscal year. Motion by First Selectman Carlson for this request, 2<sup>nd</sup> by Selectwoman Kincaid. Motion approved 3-0-0.

## **7. American Rescue Plan Funds**

- a. **CTMA Meeting of August 18<sup>th</sup> Recap** – Christine gave a brief overview of how people are utilizing Rescue Plan Funds; processes they are going thru; different ways they are logistically handling things; and input they were getting from their Boards and residents. The overwhelming majority of them are using funds for capital projects already part of their capital plan. Not for future plans. They are also using funds for revenue loss and other, items not applicable to North Stonington. North Stonington Town has chosen to use our normal appropriation process through the Board of Selectmen and Board of Finance for approving expenditures. Other towns are using partners to utilize funds like we have done with the Pawcatuck Neighborhood Center, Cultural Coalition, etc. Board of Selectmen agreed that North Stonington continue approvals the same way we have been.
- b. **Technology** – Christine advised the Town has implemented technology updates without additional funding. The Town is currently asking for, not to exceed \$7,500, for technology-related funds: to continue Zoom subscription; to cover the cost of 6 wireless microphones already purchased; for handheld microphones and stands for public comments; new camera interfacing cables and new speaker system already purchased. This \$7500 would give us a small buffer in funding in case something breaks or there is new technology needed. A motion was made by Selectwoman Kincaid to add an appropriation not to exceed \$7500 for this Fiscal Year. 2<sup>nd</sup> by Selectman Carlson. Motion approved 3-0-0.
- c. **Business Development** – Selectman Carlson mentioned two appropriation items:

1. \$15,000 to be used for Bonus Plan Hiring which would provide local businesses with funding to give bonuses for new hires, and a second bonus if a new hire stays for at an extended period which would supplement revenue lost during COVID-19.
2. \$100,000 -\$150,000. Selectman Carlson asked Selectman Urgo if he had heard anything back from EDC yet and Selectman Urgo advised that he has not received anything in writing on either appropriation.

Selectman Carlson asked if there can be a vote on the first item that is less than \$20,000 since the Board was able to vote on the earlier \$7,500 appropriation. SeCTer is supposed to oversee these funds however, Selectman Urgo asked if EDC Chair is present via Zoom so he can give an update. Brett, the EDC Chair gave an update that said the \$15,000 represents 1% of the Cares Act money. Brett advised that at their EDC meeting they wanted to get the approval from the Board of Selectmen and the Board of Finance, first on the dollar value and amount, based only on the outline of the program and working out finer details later. Selectman Carlson asked about what businesses can take advantage of this program; how they will be made aware of the program, etc. Brett said program is available to all kinds of businesses, but little details such as whether there will be a criterion for eligibility, like a cap on number of employees businesses employ. Brett further advised that businesses would be made aware via social media and email blasts will be done on a rolling basis until money is used up. The goal, Brett explained, is to get funding approval in time so businesses can hire in time for holidays and employees will receive bonuses in time for holidays as well. Selectwoman Kincaid was hoping to see something in writing.

Selectman Urgo said on positive note it is good that EDC is utilizing SeCTer as approving agency since these are federal dollars and it takes the liability off the Town. The Selectmen all agreed oversight of the program including application, underwriting, etc. should be done by SeCTer. Selectman Urgo advised that if the Board is willing to act on a proposal tonight, he is willing to go along, however the Board is not comfortable voting on something they have not seen in writing that will be presented to Board of Finance. Christine asked if SeCTer will be charging to administer the program, and will the Town be writing checks directly to employees? Christine will need to speak with Accounting Generalist to see if it is logistically possible to do that since

they will not be employees of the Town. She is not sure if this can be brought before Board of Finance tomorrow night. The Tech proposal was an internal request so that is why it was not included in this packet tonight. Selectman Urgo suggested we move forward in principle. Christine will summarize program in a memo and Brett will do full presentation of program to Board of Finance for use of funds, however Selectman Urgo does not want Board of Finance acting on anything Board of Selectmen hasn't yet seen. Brett will follow up with Christine tomorrow to discuss the mechanics of what is and is not allowable through the Selectmen's office with guidance from the auditor. Selectman Carlson made a motion that the BOS are approving up to 1% of funds (\$15,000) to be used for this business bonus incentive program to be administered by SeCTer pending full review of program by BOS.

Selectwoman Kincaid 2<sup>nd</sup> it. Motion approved 3-0-0.

- 8. Selectman 5 Yr Capital Plan** – Capital Work Group looks at plan requests for upcoming year and 5 years ahead. Selectman Urgo advised that in past the land acquisition fund was reduced and he was wondering if we could recoup those funds not used for the upcoming 22-23 Fiscal Year. He suggested putting in a request for \$30,000 for land acquisition to achieve end goal of \$10,000.
- 9. 298 Norwich-Westerly Road** – received no bids to rent or sell space when listed for sale. On positive note, the property is a great asset and discussion ensued on how to best utilize it. There was a final decision made to have Selectman Urgo meet with Library chair to discuss a collaborative proposal since they will soon be looking for funding for their renovation upgrade project and perhaps the two projects could be done and financed in unison

**10. Selectmen Expenses** – nothing to report.

**11. Tax Refunds** – Only one tax refund for Walter A. Primrose Sr. for \$294.21. Motion made by Selectwoman Kincaid to approve the tax refund as presented, Selectman Carlson 2<sup>nd</sup>. Motion approved 3-0-0.

## **12. Minutes**

- a. **August 3, 2021** - Motion by Selectman Carlson to approve minutes as presented, 2<sup>nd</sup> by Selectwoman Kincaid. Motion approved 3-0-0. Selectman Carlson mentioned that item #5 (pension plan) they did not hear anything back.
- b. **August 10, 2021**, Special Meeting – Motion by Selectman Carlson to approve minutes as presented, 2<sup>nd</sup> by Selectman Urgo. Motion approved 3-0-0.

- c. **August 10, 2021** - Motion by Selectman Carlson to approve minutes as presented, 2<sup>nd</sup> by Selectman Urgo. Motion approved 3-0-0.

**13. Public Comments on Agenda Items\***

- 14. Adjournment** – Motion made by Selectman Carlson to adjourn this meeting at 8:01 pm, 2<sup>nd</sup> by Selectwoman Kincaid. Motion approved 3-0-0.

Respectfully submitted by,  
Cheryl Lynch

\*The Board of Selectmen respectfully requests that public comments do not exceed two (2) minutes per person in respect for everyone's time.

