

**TOWN OF DARIEN
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 20, 2012**

ATTENDANCE: Jayme Stevenson, First Selectman; David Bayne, John A. Lundeen

STAFF: Karl Kilduff, Town Administrator

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 7:45 p.m. A quorum was present.

FIRST SELECTMAN'S REPORT

First Selectman Stevenson said there were some announcements:

- There have been some changes in the paving schedule and the department as not able to notice these changes in the newspaper. First Selectman Stevenson then read the updated paving schedule and said that these changes should be posted on the Town website.
- There will be a Hands for Life event for training people to do hand on only CPR at Chelsea Piers in Stamford on August 25th. The objective is train 10,000 adults in CPR.
- First Selectman Stevenson then informed the Board that she had presented a State of the Town status report to one of the Town groups.
- First Selectman Stevenson stated that there was some confusion at the last meeting regarding the updates on the Mather building project. The last formal update was presented on March 28th. She said that she had mistaken this update with a discussion that took place in May. She then went on to say that September 12th is the date of the bid opening for the project.
- First Selectman Stevenson thanked Mr. Lundeen and Mr. Nielson in advance for acting as First Selectmen while she will be out of town.

ADMINISTRATIVE OFFICER'S REPORT.

Mr. Kilduff gave a brief update on the STEAP grant status.

An additional item came from Mr. Steeger regarding some paving issues at Leroy East Paving that will require additional funding. Mr. Kilduff said that Mr. Steeger was requesting that the agenda be amended to include this item.

PUBLIC COMMENT

There was no one who wished to comment at this time.

NEW BUSINESS

a.) Discuss and Take Action on Authorization for the First Selectman to Enter Into A Railroad Station Concession Lease.

**** MR. LUNDEEN MOVED TO APPROVE THE FOLLOWING:**

FOLLOWING A PUBLIC BID, THE BOARD OF SELECTMEN HERBY AUTHORIZES AND DIRECTS THE FIRST SELECTMAN TO EXECUTE ON BEHALF OF THE TOWN OF DARIEN A RAILROAD STATION CONCESSION LEASE FOR A TERM TO EXPIRE ON JUNE 30, 2017 WITH A RENTAL AMOUNT OF \$2,010 PER MONTH.

**** MR. BAYNE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

b.) Transfers

Legal Counsel

RESOLVED:

That the following transfers of appropriations is approved for referral to the Board of Finance:

**The sum of \$293,519 from Account # 10704000-86600 - Contingency and
The sum of \$13,887 from Account # 10701001-82100 - Medical Insurance
for a total of \$307,406**

To the following accounts:

**The sum of \$29,539 to Account # 10105091-82007 - Town Counsel
The sum of \$178,780 to Account # 10105091-82105 - Reg. Counsel - P&Z
The sum of \$27,569 to Account #10105091-82120 - Reg. Counsel - EPC
The sum of \$435 to Account #10105091-82122 - Reg. Counsel - ZBA**

The sum of \$71,083 to Account #10105091-82124 - Reg. Counsel - Other

First Selectman Stevenson said that she had been informed that the overages were due to Land Use issues. Mr. Bayne said that a number of these cases were multi-year cases and suggested that the Town Counsel give a report on the projected costs of the various cases in order to budget for them more pro-actively. Discussion followed.

**** MR. BAYNE MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED:

THAT THE FOLLOWING TRANSFERS OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

THE SUM OF \$293,519 FROM ACCOUNT # 10704000-86600 - CONTINGENCY AND THE SUM OF \$13,887 FROM ACCOUNT # 10701001-82100 - MEDICAL INSURANCE FOR A TOTAL OF \$307,406

TO THE FOLLOWING ACCOUNTS:

**THE SUM OF \$29,539 TO ACCOUNT # 10105091-82007 - TOWN COUNSEL
THE SUM OF \$178,780 TO ACCOUNT # 10105091-82105 - REG. COUNSEL - P&Z
THE SUM OF \$27,569 TO ACCOUNT #10105091-82120 - REG. COUNSEL - EPC
THE SUM OF \$435 TO ACCOUNT #10105091-82122 - REG. COUNSEL - ZBA
THE SUM OF \$71,083 TO ACCOUNT #10105091-82124 - REG. COUNSEL - OTHER**

**** MR. LUNDEEN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Police Department

RESOLVED:

That the following transfers of appropriations is approved for referral to the Board of Finance:

**The sum of \$11,163 from Account # 10302273-82005 - Employee Education
The sum of \$10,130 from Account # 10302273-83007 - Prof Stds - Op Supp
The sum of \$5,117 from Account # 10302273-82056 - Emergency Comm
The sum of \$994 from Account # 10302243-82042 - Records - Ofc Equip
for a total of \$27,404**

To Account # 10302323-82051 - Station Ops - Electricity

Due to the gradual opening of the new areas of the Police Station, the costs have increased. The Chief Lovello attributes this to the construction that is underway.

**** MR. LUNDEEN MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED:

THAT THE FOLLOWING TRANSFERS OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

THE SUM OF \$11,163 FROM ACCOUNT # 10302273-82005 - EMPLOYEE EDUCATION

THE SUM OF \$10,130 FROM ACCOUNT # 10302273-83007 - PROF STDS - OP SUPP

THE SUM OF \$5,117 FROM ACCOUNT # 10302273-82056 - EMERGENCY COMM

THE SUM OF \$994 FROM ACCOUNT # 10302243-82042 - RECORDS - OFC EQUIP FOR A TOTAL OF \$27,404

TO ACCOUNT # 10302323-82051 - STATION OPS - ELECTRICITY

**** MR. BAYNE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Police Department

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

That the sum of \$22,354 be transferred from BOF Contingency to the account for the Digital Logger.

This request is to replace a digital logger that records incoming 9-1-1 calls.

**** MR. BAYNE MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

THAT THE SUM OF \$22,354 BE TRANSFERRED FROM BOF CONTINGENCY TO THE ACCOUNT FOR THE DIGITAL LOGGER.

**** MR. LUNDEEN SECONDED.**

First Selectman Stevenson asked about the operating costs for the equipment. She added that the Police Department had replaced another piece of communications equipment recently. The Police Department will be returning a sum of money to the Town and First Selectman Stevenson suggested that the BOF consider paying this request from the returned overages.

**** THE MOTION PASSED UNANIMOUSLY.**

Police Department

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

That the sum of \$10,965 from Account #10302243-82034 - Software Maintenance to Account # 10302303-82050 - Telecommunications.

This request involves the installation of a redundant phone service. Due to the past incidents when the current phone service failed, it has been deemed prudent to have a secondary system in place. Discussion followed about this being an operating expense.

**** MR. LUNDEEN MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

THAT THE SUM OF \$10,965 FROM ACCOUNT #10302243-82034 - SOFTWARE MAINTENANCE

TO ACCOUNT # 10302303-82050 - TELECOMMUNICATIONS.

**** MR. BAYNE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Building Department:

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

**That The Sum Of \$5,000 be transferred from Account # 10704000-86001 – Contingency
To Account # 1010202-81003 – Seasonal Temporary**

First Selectman Stevenson said that there was a backlog of work due to a staff medical leave. A temporary clerical employee covered the position, but additional staffing is needed. This request will cover a full time temporary employee for the next three months until the staff member can return to work.

**** MR. BAYNE MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

THAT THE SUM OF \$5,000 BE TRANSFERRED FROM ACCOUNT # 10704000-86001 – CONTINGENCY

TO ACCOUNT # 1010202-81003 – SEASONAL TEMPORARY

**** MR. LUNDEEN SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

Public Works:

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

That the sum of \$22,007 be transferred from Account #10407011-82051 –Bldgs – Electricity

To the following accounts:

**The sum of \$13,256 to Account # 10402144-83004 – Roads – Motor Fuel
The sum of \$ 3,760 to Account # 10402144-83005 – Roads – Heating Fuel
The sum of \$ 4,991 to Account # 10402145- 82041 –SW – Facility Repair.**

There has been an 18% price increase in heating fuel expenses at the garage along with an unanticipated increase in unleaded gasoline.

**** MR. LUNDEEN MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

**THAT THE SUM OF \$22,007 BE TRANSFERRED FROM ACCOUNT #10407011-82051
-BLDGS – ELECTRICITY**

TO THE FOLLOWING ACCOUNTS:

**THE SUM OF \$13,256 TO ACCOUNT # 10402144-83004 – ROADS – MOTOR FUEL
THE SUM OF \$ 3,760 TO ACCOUNT # 10402144-83005 – ROADS – HEATING FUEL
THE SUM OF \$ 4,991 TO ACCOUNT # 10402145- 82041 –SW – FACILITY REPAIR.**

**** MR. BAYNE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. BAYNE MOVED TO AMEND THE AGENDA TO CONSIDER AN
ADDITIONAL TRANSFER ITEM FROM THE PUBLIC WORKS DEPARTMENT.**

**** MR. LUNDEEN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Board then reviewed a memo from Mr. Steeger dated July 24, 2012 regarding the East Leroy parking lot pavement. While preparing to repave the area, several pockets of unsuitable base material were uncovered. This material must be removed, replaced with appropriate fill and covered with new asphalt.

**** MR. LUNDEEN MOVED TO APPROVE THE ADDITION COST OF \$9,500 FOR
THE EAST LEROY PARKING LOT PAVEMENT PROJECT TO REMOVE
UNSUITABLE BASE MATERIAL, REPLACE IT WITH APPROPRIATE FILL AND
PAVE THE AREA WITH NEW ASPHALT.**

**** MR. BAYNE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Admin Support Services

RESOLVED:

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That the following transfer of appropriations is approved for referral to the Board of Finance:

The sum of \$8,403 from Account # 10701001-82100 – Medical Insurance

To Account # 10102021-82034 – Copy Equipment.

This request is due to an unanticipated increase in copier lease agreements.

**** MR. BAYNE MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

THE SUM OF \$8,403 FROM ACCOUNT # 10701001-82100 – MEDICAL INSURANCE

TO ACCOUNT # 10102021-82034 – COPY EQUIPMENT.

**** MR. LUNDEEN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Multiple Departments

That the following transfers of appropriations is approved for referral to the Board of Finance:

The sum of \$252,664.00 from the following Accounts:

FROM:				
ORG	OBJ	DEPT	DESC	
10704000	86001	Contingency	Employee Salary Increase	214,359.00
10302223	81009	PD - Investigation	Holiday Pay	1,464.00
10302223	81010	PD - Investigation	Stand-by Pay	195.00
10302233	81009	PD - Patrol	Holiday Pay	3,453.00
10302243	81004	PD - Records	Overtime Salary	2,104.00
10302243	81009	PD - Records	Holiday Pay	415.00
10302243	81001	PD - Records	Full Time Salary	35.00
10302253	81004	PD - Youth	Overtime Salary	2,384.00
10302253	81009	PD - Youth	Holiday Pay	663.00
10302273	81009	PD - Prof Standards	Holiday Pay	384.00

10303451	81002	Fire Marshal	Part Time	2,692.00
10401011	81001	Public Works Admin	Full Time Salary	4,079.00
10402144	81001	Roads & Walkways	Full Time Salary	17,040.00
10405154	81004	Solid Waste	Overtime Salary	3,397.00

To the following Accounts:

TO:				
ORG	OBJ		DESC	
10102021	81002	Admin Officer - Support	Part Time Salary	333.00
10104081	81001	Tax Collector	Full Time Salary	1,945.00
10106011	81001	Town Clerk	Full Time Salary	3,887.00
10201011	81001	Planning	Full Time Salary	4,282.00
10301011	81001	Building	Full Time Salary	3,348.00
10302213	81001	PD - Admin	Full Time Salary	1,098.00
10302213	81009	PD - Admin	Holiday Pay	1,492.00
10302223	81001	PD - Investigation	Full Time Salary	50.00
10302223	81011	PD - Investigation	Shift Differential	815.00
10302233	81001	PD - Patrol	Full Time Salary	198,233.00
10302233	81011	PD - Patrol	Shift Differential	14,052.00
10302253	81001	PD - Youth	Full Time Salary	7,766.00
10302253	81011	PD - Youth	Shift Differential	223.00
10302273	81001	PD - Prof Standards	Full Time Salary	4,445.00
10302313	81001	PD - Fleet Services	Full Time Salary	1,099.00
10302323	81001	PD - Station Operation	Full Time Salary	900.00
10303451	81001	Fire Marshal	Full Time Salary	2,568.00
10405154	81001	Solid Waste	Full Time Salary	489.00
10407011	81001	PW - Buildings	Full Time Salary	2,959.00
10408001	81001	Parking	Full Time Salary	447.00
10501011	81001	Social Services	Full Time Salary	532.00
10508011	81001	Health Dept	Full Time Salary	533.00
10601011	81001	Parks & Rec Admin	Full Time Salary	1,168.00

These transfers are requested in order to cover the increases required by pay increases resulting from the settlement of contracts with the three unions

**** MR. BAYNE MOVED TO APPROVE THE ABOVE LISTED TRANSFERS IN ORDER TO COVER THE INCREASES REQUIRED BY PAY INCREASES**

RESULTING FROM THE SETTLEMENT OF CONTRACTS WITH THE THREE UNIONS FOR REFERRAL TO THE BOARD OF FINANCE.

**** MR. LUNDEEN SECONDED.
 ** THE MOTION PASSED UNANIMOUSLY.**

Multiple Departments:

That the following transfers of appropriations is approved for referral to the Board of Finance:

The sum of \$108,974.00 from the following Accounts:

FROM:				
ORG	OBJ	DEPT	DESC	
10703611	82523	Risk Management	Blanket Accident/Fire Ins	6,906.00
10701001	82103	Employee Benefits	Life & AD&D insurance	4,490.00
10701001	82109	Employee Benefits	Unemployment Insurance	11,012.00
10604001	81002	P&R Organized Events	Part Time Salary	2,424.00
10603001	81001	P&R Facilities	Full Time Salary	393.00
10602001	81003	P&R Beaches	Beach & Court Seasonal&Temp	7,689.00
10602001	81004	P&R Beaches	Overtime Salary	396.00
10601011	81002	P&R Admin	Part Time	795.00
10508011	81002	Health Dept	Part Time Salary	3,039.00
10503011	81003	Youth Department	Seasonal & Temporary Salary	14,824.00
10502501	81002	Senior Transportation	Part Time Salary	4,417.00
10502201	81002	Senior Center	Part Time Salary	6,476.00
10408001	81004	Parking	Overtime Salary	2,500.00
10402144	81002	Roads & Walkways	Part Time	20,152.00
10402144	81004	Roads & Walkways	Overtime Salary	15,752.00
10401011	81003	PW - Admin	Seasonal & Temporary Salary	968.00
10302243	81002	PD - Records	Part Time	1,364.00
10302233	81003	PD - Patrol	Seasonal & Temporary	280.00
10107661	81002	Elections	Part Time	500.00
10104081	81003	Tax Collector	Seasonal & Temporary Salary	377.00
10104071	81001	Assessor	Full Time Salary	3,818.00
10102031	81001	Human Resources	Full Time	402.00

To the following Departments:

TO:				
ORG	OBJ		DESC	
10104071	81004	Assessor	Overtime Salary	4,754.00
10104081	81002	Tax Collector	Part Time Salary	1,984.00
10107651	81002	Registrars	Part Time Salary	3,269.00
10302223	81004	PD - Investigation	Overtime Salary	2,255.00
10302233	81004	PD - Patrol	Overtime Salary	85,302.00
10302313	81004	PD - Fleet Services	Overtime Salary	1,349.00
10407011	81004	PW - Buildings	Overtime Salary	3,744.00
10603001	81003	P&R Facilities	Seasonal & Temporary Salary	1,570.00
10603001	81004	P&R Facilities	Overtime Salary	3,135.00
10701001	82108	Employee Benefits	Accrued Leave Redemption	1,612.00

The request for transfers is to address the overruns in payroll lines in departments. These are overruns caused by a variety of issues, including but not limited to rate increases due to contract settlements, increased hours of work and changes in staffing.

A brief discussion on how the police overtime accrued and other department overages followed

**** MR. BAYNE MOVED TO APPROVE THE ABOVE LISTED TRANSFERS IN ORDER TO COVER THE INCREASES REQUIRED OVERRUNS CAUSED BY A VARIETY OF ISSUES, INCLUDING BUT NOT LIMITED TO RATE INCREASES DUE TO CONTRACT SETTLEMENTS, INCREASED HOURS OF WORK AND CHANGES IN STAFFING FOR REFERRAL TO THE BOARD OF FINANCE.**

**** MR. LUNDEEN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

AGENDA REVIEW

It was suggested that the sidewalk policy be included on the agenda for the next meeting. The next Mather Center Building report is scheduled for the September 24th.

APPROVAL OF MINUTES

August 6, 2012 –

The following corrections were noted:

Page 1, under **FIRST SELECTMAN’S REPORT**, paragraph 3, line 1: please change “that at STEAP Grant was submitted for the Upper Pond which will move” to “that a STEAP Grant was submitted for the Upper Pond and Goodwives River which will move”

Page 2, under **PUBLIC COMMENT**, paragraph 3, line 5: please change the following: “control the flow the traffic.” to “control the flow of the traffic at Elm Street and Allen O’Neill Drive.”

Page 2, under **Discuss Intervale Road Drainage**, paragraph 3, line 3: please change the following from: “comment on the length of time for the easements.” To “comment on the length of time to secure the easements.”

Page 4, under **Transfers: 35 Leroy Natural Gas Line**, MOTION: please change the following motion from:

“Selectman Nielsen moved, seconded by Selectman Campbell, to approve the transfer request. The motion passed on a 3-2 vote.”

To:

“Selectman Nielsen moved, seconded by Selectman Campbell, to approve the transfer request. The motion passed on a 3-2 vote with Selectmen Stevenson, Campbell and Nielsen in favor and Selectmen Bayne and Lundeen against.”

**** MR. BAYNE MOVED TO APPROVE THE MINUTES OF THE AUGUST 6, 2012 REGULAR MEETING OF THE BOARD OF SELECTMEN AS CORRECTED.**

**** MR. LUNDEEN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

FORTHCOMING MEETINGS

August 20, 2012	Board of Selectmen Regular Meeting at 7:45 p.m.
August 28, 2012	Board of Education Regular Meeting at 7:30 p.m.
August 30, 2012	Board of Finance Regular Meeting at 7:30 p.m.
September 4, 2012	Planning & Zoning Commission Planning Meeting at 8:00 p.m.
September 10, 2012	Board of Selectmen Regular Meeting at 7:45 p.m.

OTHER BUSINESS

There was no additional business to consider at this time.

ADJOURNMENT

**** MR. LUNDEEN MOVED TO ADJOURN.**

**** MR. BAYNE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services