



Town of Burlington

BURLINGTON BOARD OF SELECTMEN MEETING **Tuesday, April 28, 2020 – VIA ZOOM VIDEOCONFERENCE**

1. **Call Meeting to Order** - Meeting was called to order at 7:03 PM. Present was First Selectman Ted Shafer, Selectmen Salsedo, Chard, Zabel and Byrne.
Guests: Gerry Mullen- Board of Finance - Chairman
Recording Clerk Allison Tharau.
2. **Review/Accept Minutes** –
April 14, 2020 Regular Meeting Minutes-**Motion** made, seconded and passed unanimously to accept the Regular Meeting Minutes from April 14, 2020. (Chard/Salsedo)
April 21, 2020 Special Meeting-**Motion** made, seconded and passed unanimously to accept the Special Meeting Minutes from April 21, 2020. (Zabel/Salsedo)
3. **Citizen Comment**- None
4. **Appointments to Boards and Commissions**- First Selectman Shafer was contacted by the Regional Tourism Board looking for an appointed representative from Burlington. Shafer has attended a few introductory meetings recently and would be willing to sit. Vacancy will be re-posted on website. Shafer will reach out to EDC for feedback.
5. **Budget Hearing/Voting Date** – The Board discussed the proposed Budget timeline and process for the 2020/2021 budget adoption. Gov Lamont’s Executive Order 7I suspends in-person budget adoption requirements allowing the board of selectmen to authorize the board of finance to adopt the budget 2020-2021. A decision will be made at the next regular meeting.
Chairman Mullen recommends the budget hearing on May 19th and the budget vote on June 2nd.
Budget info to be posted on website by May 12th soliciting public comment from May 12th to May 19th.
Shafer provided an update on status of the Region 10 budget. Expenses of current budget are down because of schools being closed creating a surplus at year end to hopefully be shared amongst both towns.
Region 10 public hearing via zoom teleconference will be held May 4th at 7PM. Testimony can be submitted prior to May 4th via email.
6. **Selectmen’s Reports:**
First Selectman Shafer- Shafer shared that the State distributed PPE to Burlington for use by public safety and town operations. Many nice gestures from the community of masks, gift cards and distribution of toilet paper. Lions Club “Help your Neighbor” successfully raised monies for those in need in Burlington.
Live Memorial Day ceremony and parade most likely to cancel due to COVID-19, however tradition will continue via video presentation on web site & social media. Details to follow.
Plans for Region 10 graduation are being worked on with 3 possible virtual models.
COVID-19 update- Burlington currently has 19 cases and 2 deaths. Shafer participates in weekly joint info session with Bristol every Tuesday morning.

Zabel-commented on the masks that were available to residents at BVFD were all taken by one person. BVFD will conduct an internal investigation. Thought it might be nice to recognize all residents have done for the community during this crisis at Tavern Day.

Chard-No report

Salsedo-No report

Byrne-Had emergency fire call at her house and BVFD first responders were not wearing PPE. Shafer to discuss with Chief Haviland.

7. **Old Business:**

JMP-Preliminary sketches of Option A have been completed for Phase 1. Currently working on the design for Option B, the multi-purpose field in a different spot. When design option chosen, landscape architects will present at public information sessions. Zabel stated he walked the barns on the property. Discussion on funding - design, engineering and development.

Clear Brook Road - Richard Miller as resident provided historical information found at the State Library and online resources. Stated that Clear Brook is a scenic amenity and would be a safe access way to get from center of town to the northeast corner of town. He stated with its proximity to Nepaug Reservoir, Burlington's IWWC does not have jurisdiction.

Agenda item currently on hold due to COVID-19 and will be re-visited after crisis.

Charter Review Committee - Shafer stated that he has attended meetings and the committee is on task, meeting often and gathering information outside of the meetings from resources. Finance Board Chairman Mullen met with them to discuss issues in the Charter to be addressed.

Senior Housing Expansion - Land Use Department has obtained preliminary estimates. Building Official to review with Board at future meeting.

8. **Budget 2020-21-** Finance Chairman Mullen stated that the Board of Finance is on track with the budget and assessing final numbers.

Discussed:

Land Use – Local Developer putting project in town on hold and \$20,000 permit fee will have to be refunded out of the current budget. This is revenue related.

BVFD - Bristol Hospital contract info needed from Chief Haviland.

Health Insurance -5% increase. Market driven and additional employees added.

Town Hall Capital-\$25,000 in budget for security and ADA required door.

Bridges-**Motion** made, seconded and unanimously approved to recommend to the Board of Finance to move money from the Monce Road Reserve to the General Fund, then to the Bridge Reserve. Also include portion up to \$300,000 from the Highway Equipment Reserve and move to the Bridge Reserve. (Zabel/Byrne)

Motion made, seconded and passed unanimously to recommend to the Board of Finance that the Bridge Reserve be funded with an additional amount of \$170,000 to the upcoming budget. (Chard/Zabel)

Human Resources- reduce Human Resource Consultant from \$4000 to \$2500 in 2020-21 budget.

WPCA-legal fees-reduce by \$5000.

Motion made, seconded and passed unanimously to go out of the regular meeting and into Executive Session at 9:40PM. (Salsedo/Byrne)

9. Executive Session: Real Estate, Contracts, Personnel, Security, Litigation

Motion made, seconded and passed unanimously to go into Executive Session at 9:41PM. (Chard/Zabel)
Motion made, seconded and passed unanimously to come out of Executive Session and back into the regular meeting at 10:20 PM. (Chard /Salsedo)

Adjourn – **Motion** made, seconded and passed unanimously to adjourn meeting at 10:21 PM.
(Zabel /Byrne)

Secretary

Carl Salsedo