



Beacon Falls Board of Selectmen
Regular Meeting Minutes
August 14, 2023
C/O Town Clerk
10 Maple Avenue Beacon Falls, CT 06403
(Subject to Revision)

Members Present:

Gerard Smith (**GS**), Peter Betkoski (**PB**), and Michael Krenesky (**MK**).

Members Absent:

None

Others Present: 2 members of the public, Corporal Jason Piccirillo (**JP**), and one member of the media.

1. **Call to Order / Pledge of Allegiance:**

GS called the meeting to order at 7:00 PM and led the assembled in the Pledge of Allegiance.

MK motioned to add Budget Transfers to item 1. a, **PB** seconded – all ayes.

- a. Budget Transfers: **PB** motioned to approve the budget transfers as presented and forward them to the BOF for their monthly meeting. **MK** seconded – all ayes. *See Exhibit A for budget transfer detail.*

2. **Read and Approved Minutes from Previous Meetings:**

Motion to accept the 7/10/23 regular meeting minutes as presented, made by **MK**, and seconded by **PB**. All ayes.

PB motioned to accept the 7/19/23 meeting minutes as revised to reflect an update to item 1. with the correct name spelling (Marc Beaulieu). **GS** seconded. 2 ayes. 1 abstained. Motion carried.

PB motioned to amend the 6/15/23 meeting minutes to reflect an addition to item g. to include the figure of \$1,139,000 as the grant match. **MK** seconded – all ayes.

3. **Comments From the Public:**

Mike Ruspsis – Bethany Rd. – Beacon Hose Members inquired about tax abatement updates as far as service awards and tax abatement. **GS** confirmed that all number updates and volunteer status inquiries have been reviewed with town Legal counsel and settled.

4. **Report of the Resident Trooper/Police:** **MK** motioned to approve the report as presented.

PB seconded the motion—all ayes. **GS** inquired if we could get state traffic stops in on a regular basis. **JP** mentioned that the state police cover many areas, and it would be difficult to have them here on a regular basis. **GS** – could we add a traffic enforcement shift? **JP** responded that extra enforcement would be used the first-week start of school. **JP** would like to add more staff in the evenings.

5. **Report of the Wastewater Treatment Plant:** **MK** motioned to approve the report as presented. **PB** seconded the motion—all ayes. **GS** noted that the Digester is up and running.

6. **Report of Public Works:** **MK** motioned to approve the report as presented. **PB** seconded the motion—all ayes.

7. **Report of the Fire Marshal:** **MK** motioned to the report as presented. **PB** seconded – all ayes. **MK** questioned if the Fire Marshal can note who has performed the work—Fire Marshal vs. Deputy Fire Marshal. BOS requests that the report detail who is

8. **Report of the Fire Department:** **MK** motioned to the report as presented. **PB** seconded – all ayes

9. **Report of the Finance Manager:** **MK** motioned to approve and forward the presented report to the Board of Finance for review at their regular monthly meeting. **PB** seconded the motion—all ayes.

10. **Report of the Town Clerk:** **PB** motioned to approve the report as presented and forward it to the Board of Finance for review at their regular monthly Meeting. **MK** seconded the motion—all ayes.

11. **Report of the Tax Collector:** **PB** motioned to approve the June and July reports as presented and forward them to the Board of Finance for review at their regular monthly meeting. **MK** seconded the motion—all ayes. **MK** inquired about the process for bounced checks. Clerk to correspond with Tax Collector.



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12. **Report of the Town Treasurer:** **MK** motioned to approve the presented report and forward it to the Board of Finance for review at their monthly meeting. **PB** seconded – all ayes.
13. **Report of the Library:** **PB** motioned to approve the report as presented. **MK** seconded the motion—all ayes. **GS** mentioned the libraries’ summer reading program detail. **GS** mentioned that the BOS is in full support of the library.
14. **Report of the Custodian:** Not accepted. To be discussed later.
15. **Report from Economic Development:** **MK** motioned to approve the report as presented. **PB** seconded the motion—all ayes.
16. **Other Departmental Reports:**
 - a. **Report of the Animal Control Officer:** **MK** motioned to approve the May, June, and July reports as presented. **PB** seconded the motion—all ayes. **MK** inquired about the weekend process for the Beacon Falls animal control. **JP** noted that there is an on-call 24/7 line for Woodbridge. **JP** mentioned that if they call the Beacon Falls PD, they will be directly forwarded to the 24/7 call line.
 - b. **Report of the BOE:** **MK** motioned to approve the report as presented and forward it to the finance board for their monthly meeting. **PB** seconded—all ayes.
 - c. **Quarterly Report of the Town Nurse:** N/A
17. **Reading of Correspondence & Payment of Bills:**
 - a. **GS** read correspondence from the Smith family thanking the town for funeral arrangements received.
 - b. **GS** read correspondence from Deacon & Mrs. Anthony P. Cassaneto recognizing the amazing work of our Town Nurse, Sue Mis.
 - c. **GS** read correspondence from Richard Minnick stepping down from his position on the Ordinance Committee. The BOS regretfully accepts MK/PB. All ayes. **PB** inquired about proclamation. Clerk to work on.
 - d. **GS** read correspondence from Steven Orloski expressing interest in joining the Planning & Zoning Commission.
 - e. **GS** read correspondence from the Community-Senior-Library-Building Committee recommending David Duglos as the 5th member of the board.
 - f. **GS** read correspondence from David Duglos expressing interest in joining the Community-Senior-Library-Building Committee as their 5th member.
 - g. **GS** read correspondence from Dominick Sorrentino expressing interest in joining the Service Award Committee.
18. **Old Business:**
 - a. **Burton Road — LOTCIP Project L006-0002 Burton Road Reconstruction and Retaining Wall Replacement:** The sidewalk has continued can be delayed due to rain.
 - b. **O&G Data Center:** **GS** gave an update from Bill Corvo. A revised plan is in the works.
 - c. **Haynes Development:** **GS** gave a brief update.
 - d. **Speed Enforcement:** **GS** reviewed the prior conversation with NVCOG transportation specialist and mentioned many ways speeding can be reduced without speed humps. **GS** to review with Public Works Department and Town Engineer to plan.
19. **New Business:**
 - a. **Appointments and Reappointments:**
 - I. **Planning & Zoning Appointment:**
Clerk to inquire about party affiliation for Steven Orloski.
 - II. **Service Award Committee:**
MK motioned to appoint Dominick Sorrentino to the Service Award Committee.
PB seconded - all ayes.

Motion to add Community-Senior-Library-Building Committee to item III. Under 19. a.



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III. Community-Senior-Library-Building Committee:

PB motioned to appoint David Duglos to the Community-Senior Center-Library Building Committee. **MK** Seconded – all ayes.

MK motioned to reappoint Arthur Daigle as Municipal Agent For The Elderly **PB**—all ayes.

PB motioned to reappoint Arthur Daigle as Senior Center Director **MK** seconded – all ayes.

PB motioned to reappoint Michael Krenesky as Town Historian. **GS** seconded. 2 ayes and 1 abstained. Motion carried.

*Motion to add under 21.a disbanding old commissions **MK/PB**, all ayes.*

b. Tax Refunds: **MK** motioned to approve the tax refunds as presented and forward them to the BOF at their monthly meeting. **PB** seconded – all ayes.

c. Notice of POCD Expiration to State: Motion to accept and forward POCD Waiver **MK/PB**. All ayes

d. 2023 STEAP Grant Application Municipal Certification of Resolution (West Road \$500k): **GS** reviewed the project and work to be concluded. Motion to sign proclamation resolution **MK/PB**. All ayes. *See Exhibit B.*

e. Sign Placement on Main St: Clerk to update Road Foreman and Asst. Road Foreman with the shared spreadsheet for their phones. **MK** recommended that the ordinance be updated to mention that signs cannot be placed within 20 ft. of an intersection. **GS** mentioned that PD should let Public Works know if a sign is a sight obstruction—clerk to share the folder with PD.

20. Executive Session: Entered executive session at 7:59 PM. **MK** motioned to invite **JP** to join in executive session. **PB** seconded. All ayes.

21. Adjournment: Motion to adjourn at 8:23 PM. **PB/MK** – all ayes.

- a. Disbanding of dormant boards: **GS** to contact legal counsel on how best to abolish old and dormant boards. To name a few:
Land Use Open Space
Regional Planning Agency
Old Community Media Center Building Committee

Respectfully submitted,

Lauren A. Fennell
Clerk, Board of Selectmen

TOWN OF BEACON FALLS
FY23
TRANSFERS FOR 8/14/23 BOS & 8/16/2023 BOF MEETINGS
FY2022-2023 BUDGET

DEPARTMENT REQUESTED TRANSFERS

TRANSFER FROM:

TRANSFER TO:

#	<u>Amount</u>	<u>Line</u>	<u>Description</u>	<u>Line</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
1	\$ (2,500.00)	10.90.44.1121	Fire - Electricity	10.90.44.1485	New Turnout Gear	\$ 2,500.00	SDD invoice for Coat & Pants - Ordered without a PO
2	\$ (200.00)	10.90.44.1060	Fire - Software & IT	10.90.44.1485	New Turnout Gear	\$ 200.00	SDD invoice for Coat & Pants - Ordered without a PO
3	\$ (100.00)	10.90.44.123	Water	10.90.44.1490	Physical/Health & Wellness	\$ 100.00	For Griffin Invoice 6/30/23
4	\$ (252.00)	10.90.44.1030	Fire Telephone	10.90.44.1472	Vehicle Repairs	\$ 252.00	For Stryker Invoice #4186441M BH-7 Stretcher
5	\$ (180.00)	10.90.44.1030	Fire Telephone	10.90.44.1553	EMS Supplies	\$ 180.00	For Maine Oxy Invoice 6/30/23
Requested by Fire Department - backup included							
	\$ (3,232.00)					\$ 3,232.00	

TOTAL DEPARTMENT LINES \$ 3,232.00

**Please see attached transfer sheets for account details.

YEAR-END UTILITY & MISC. TRANSFERS

TRANSFER FROM:

TRANSFER TO:

#	<u>Amount</u>	<u>Line</u>	<u>Description</u>	<u>Line</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
1	\$ (1,000.00)	10.90.83.1170	Contingency	10.90.03.1122	Town Hall Heat & Water	\$ 1,000.00	To meet Gallon quota
2	\$ (76.74)	10.90.83.1170	Contingency	10.90.05.1170	Town Clerk Expenses	\$ 76.74	Overage
3	\$ (160.60)	10.90.83.1170	Contingency	10.90.13.1247	Dental Reimbursement	\$ 160.60	Additional Employees
4	\$ (517.73)	10.90.83.1170	Contingency	10.90.44.1031	Fire Emergency Telephone	\$ 517.73	Overage
5	\$ (712.59)	10.90.83.1170	Contingency	10.90.55.1010	Animal Control Contract	\$ 712.59	Woodbridge Expenses
6	\$ (76.60)	10.90.83.1170	Contingency	10.90.59.1782	Pavement Maintenance	\$ 76.60	Private Duty Cost Overage
7	\$ (1,144.51)	10.90.83.1170	Contingency	10.90.65.1740	Refuse Collection	\$ 1,144.51	Overage
8	\$ (446.14)	10.90.83.1170	Contingency	10.90.67.1122	Heating & Water - WWTP	\$ 446.14	Overage
9	\$ (296.45)	10.90.83.1170	Contingency	10.90.79.1121	Electricity & water - Seniors	\$ 296.45	Overage
10	\$ (12.54)	10.90.83.1170	Contingency	10.90.79.1220	Senior Supplies	\$ 12.54	Overage

Available Contingency - before above transfers				\$	19,807.42		
\$ (4,443.90)						\$	4,443.90
YEAR-END WAGE TRANSFERS							
<u>TRANSFER FROM:</u>				<u>TRANSFER TO:</u>			
#	<u>Amount</u>	<u>Line</u>	<u>Description</u>	<u>Line</u>	<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
1	\$ (46.00)	10.90.13.1235	Wage Salary Adjustments	10.90.29.1011	Deputy Registrar Wages	\$ 46.00	Office work in May
2	\$ (633.50)	10.90.71.1861	Rec Programs & Activities	10.90.71.1019	Wages - Seasonal	\$ 633.50	June training for counselors
3	\$ (963.50)	10.90.13.1235	Wage Salary Adjustments	10.90.20.1061	Interns	\$ 963.50	Coding Error in Payroll
4	\$ (0.04)	10.90.13.1235	Wage Salary Adjustments	10.90.79.1010	Senior Director	\$ 0.04	Rounding
		Available Wage Salary Adjustment - before above			\$	1,315.54	
\$ (1,643.04)						\$	1,643.04
TOTAL NEW TRANSFERS				\$	9,318.94		
CORRECTIONS TO JULY TRANSFERS							
1	\$ (4,456.51)	10.90.59.1049	Highway - Overtime	10.90.59.1013	Wages - Highway Maintenance	\$ 4,456.51	This transfer should be to 10.90.59.1013 and was originally to 10.90.59.1012
		10.90.83.1170	Contingency				Amounts for 10.90.67.1042 and 10.90.67.1011 were transposed.
2	\$ (5,891.36)			10.90.67.1042	Wages - WWTP Maintainer	\$ 3,807.69	These are corrected amounts.
		10.90.83.1170	Contingency				Amounts for 10.90.67.1042 and 10.90.67.1011 were transposed.
3	\$ (3,807.69)			10.90.67.1011	Wages - WWTP Assistant Superintendent	\$ 5,891.36	These are corrected amounts.
		10.90.53.1010	Resident Trooper	10.90.53.1052	Wages - FT Patrol Overtime	\$ 4,573.84	This transfer should have been to 10.90.53.1052 rather than 10.90.53.1040
4	\$ (4,573.84)						

ACCEPTANCE & CERTIFICATION
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This Acceptance and Certification must be read and signed by the Chief Executive Officer of the municipality in order for the municipality/project to be considered for STEAP funding.

My signature below, as Chief Executive Officer of the municipality of **Beacon Falls**, indicates acceptance of the following and further certifies that:

1. I understand that should this grant application be approved I will be required to sign an assistance agreement/contract with the assigned administering agency delineating the terms and conditions of this grant;
2. I will comply with any grant terms and conditions required by the administering agency;
3. I understand that various permits and permit-related documentation may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations, including but not limited to the Connecticut Environmental Policy Act Evaluation, Environmental Impact Evaluation, Flood Management Certification; State Historic and Preservation Office and/or Municipal Plan of Conservation and Development;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy and Planning Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review;
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the Connecticut General Statutes;
8. I understand that I am responsible for meeting the requirements to remain eligible for discretionary state funding as outlined at [this link](#).

ACCEPTANCE & CERTIFICATION

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9. I will supply the Office of Policy and Management with all documentation supporting my authority to enter into an assistance agreement, including but not limited to applicable certified minutes and by-laws from the town denoting my authority to apply for the grant and the authority to enter into such an agreement should a grant be awarded;
10. I understand that if this application leads to the award of a STEAP grant for this project, that no payment will be made for project expenses incurred prior to the start date or after the end date as set forth in the fully executed contract; and
11. I have read, in full, all pages of this application package and the 2023 Small Town Economic Assistance Program (STEAP) Guidelines.

Gerard Smith

Chief Executive Officer Signatory's Name (Please Print)

First Selectman

Title



Signature

08/14/23

Date



MUNICIPAL CERTIFICATION OF RESOLUTION

Below is the suggested format for the municipal certification of the municipality's resolution which authorizes the Chief Executive Officer of the municipality to accept a 2023 STEAP grant and enter into any required contracts/agreements necessary to facilitate such grant. The title of the Chief Executive Officer can be changed to reflect the appropriate title with respect to your municipality's form of government (i.e., Mayor, Town Manager, First Selectman, etc.).

A copy of the relevant resolution shall accompany the below certification. The below certification must be printed on the municipality's letterhead and must bear the official seal of the city/town clerk. For embossed seals with no ink, please darken the impression with graphite so it will be visible on the scanned document.

Required language to be included in the municipality's resolution appears in the indented portion of the certification below.

Sample Municipal Certification of Resolution - STEAP 2023

I, Leonard Greene, Town Clerk of the Town of Beacon Falls, a municipality organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of the resolution adopted at a Board of Selectmen meeting of said municipality at a meeting held on August 14, 2023 (month, day, year):


"RESOLVED, that First Selectman Gerard Smith (name) be, and hereby is, authorized to accept on behalf of the Town of Beacon Falls, a 2023 Connecticut STEAP Grant in the amount of \$500,000 for Rehabilitation of West Road (project description); and

FURTHER RESOLVED, that First Selectman Gerard Smith (name) is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2023 STEAP Grant with the State of Connecticut."

AND I DO FURTHER CERTIFY that the above resolution has in no way been altered, amended or revoked, and is in full force and effect.

AND I DO FURTHER CERTIFY that Gerard Smith (name) is the First Selectman of the town of Beacon Falls, and has been since November 18, 2019 (date of instatement).

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Beacon Falls this 15 day of August, 2023.

 Seal
Signature/Town Clerk
Town of Beacon Falls

**Municipal Certification of
Eligibility for Discretionary State Funding**
(This form to be completed by municipality)

Name of Discretionary Grant Funding Program: Small Town Economic Assistance Program (STEAP)

Name of Municipality & Town Code: 006 Beacon Falls (hereinafter referred to as "Town/City")

In accordance with C.G.S. § 8-23, as amended by Public Act 15-95, any municipality that has not adopted a plan of conservation and development (POCD) within the past ten years is ineligible for **discretionary state funding** unless they submit a "Notice of Expired POCD" to the OPM Secretary and to the Commissioners of Transportation, Energy and Environmental Protection, and Community and Economic Development, **and** they request and receive a waiver from the prohibition on a grant-by-grant basis from the OPM Secretary

☐ In accordance with C.G.S. § 8-23(a)(1), the Town/City has adopted a POCD within the last ten years; the adopted plan expires Select Date.

☒ The Town/City has **not** adopted a POCD within the last ten years as required by C.G.S. § 8-23(a)(1) and:

☒ In accordance with C.G.S. § 8-23(a)(2), the Town/City has submitted a "**Notice of Expired POCD**" to the OPM Secretary and the Commissioners of Transportation, Energy and Environmental Protection, and Economic and Community Development that explains why such plan was not adopted within the required ten year period (copy attached).

AND

☒ In accordance with C.G.S. § 8-23(b), the Town/City has submitted a "**Waiver Request Letter**" to the OPM Secretary requesting a waiver of the discretionary state funding prohibition for this grant application (copy attached).

I attest that the aforementioned information is accurate and complete and that I am the representative of the Town/City who is authorized to execute this certification.

Gerard Smith, First Selectman

Signature: _____

006 Beacon Falls

8/14/2023