

Minutes for the

Board of Selectmen Regular Meeting

July 18, 2023

ATTENDANCE: Monica McNally; Michael Burke, Marcy Minnick; Sarah Neumann, Jon Zagrodzky

STAFF: Kathleen Buch, Town Administrator; Ed Gentile, Director of Public Works; Jennifer Charneski, Finance Director; David Knauf; Director of Health

CALL TO ORDER

The meeting was called to order at 10:00 am.

PLEDGE OF ALLEGIANCE

Ms McNally led those present in the Pledge of Allegiance.

FIRST SELECTMAN'S REPORT

Ms McNally reported on a variety of topics including the Push-n-Pull parade, fireworks, sidewalk sales, noise abatement study survey, noise ordinance, and the drought advisory.

TOWN ADMINISTRATOR'S REPORT

Ms. Buch reported on proposed changes to parking regulations.

BOARD LIASION REPORTS

Mr. Burke updated on the Blight Review Board.

Ms Neumann update on the HHR Committee.

PUBLIC COMMENTS*

none

NEW BUSINESS

1. Discuss and Take Action on a Request to Authorize Hiring of Sanitarian Using Grant Funds

Mr. Knauf explained the request.

MOTION to Authorize Hiring of Sanitarian Using Grant Funds

Motion made by Selectman Neumann, Seconded by Selectman Burke.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann, Selectman Zagrodzky

2. Discuss and Take Action to Authorize the Public Works Department to Proceed with the Design Phase of the Salt Box Lane Drainage Project

Mr. Gentile spoke on the project. The Board discussed the project including what is involved in the design phase, length of the design phase, and how this would be designed to follow our policy requirement to "do no harm".

MOTION to Authorize the Public Works Department to Proceed with the Design Phase of the Salt Box Lane Drainage Project

Motion made by Selectman Burke, Seconded by Selectman Neumann.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann, Selectman Zagrodzky

3. Discuss and Take Action on Proposed Reallocation of ARPA Funding

Ms. Buch explained the request. Mr. Zagrodzky discussed the ARPA Committee actions. After speaking, Mr. Zagrodzky left the meeting.

MOTION to close out certain ARPA projects per the attached report.

Motion made by Selectman Minnick, Seconded by Selectman Burke.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann

MOTION to reallocate ARPA funds as requested.

Motion made by Selectman Minnick, Seconded by Selectman Burke.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann

OLD BUSINESS

4. Discuss and Take Action on a Request to Amend Revocable License Agreement for Grove St Open Space

This item was withdrawn.

TRANSFERS

5. Discuss and Take Action on a Request to Transfer \$17,595 within the Risk Management Department.

Ms. Charneski explained the request.

MOTION to Approve the Request to Transfer \$17,595 within the Risk Management Department.

Motion made by Selectman Neumann, Seconded by Selectman Burke.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann

MINUTES

6. Review and Approve Minutes of the July 3, 2023 Regular Meeting

MOTION to Approve the Minutes of the July 3, 2023 Regular Meeting as presented

Motion made by Selectman Minnick, Seconded by Selectman Burke.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann

AGENDA REVIEW

none

ADJOURNMENT

MOTION to adjourn at 10:46 am

Motion made by Selectman Minnick, Seconded by Selectman Burke.

Voting Yea: First Selectman McNally, Selectman Burke, Selectman Minnick, Selectman Neumann

ARPA Committee
Recommended Reallocation
07/13/2023

ORG	OBJECT	ACCOUNT DESCRIPTION	FROM	TO
21510101	86600	Contingency	495,500	
21511011	922068	Website Upgrade		15,000
21558011	83011	Personal Protection Gear		18,000
21561011	922055	New Paddle Court Weed Beach		30,000
21533435	922051	Joint & Mortar Repair		35,000
21541011	922066	Bridge Repair-OKHS		35,000
21511011	922069	Auditorium & Mtg Rm Upgrades		80,000
21541011	922065	Bridge Repair-Rings End Rd		110,000
tbd		Fire Marshal Vehicle		77,500
tbd		EMS Fly car		95,000
			<u>495,500</u>	<u>495,500</u>

ARPA Summary

	CURRENT BUDGET	EXPENDED + ENCUMBERED	AVAILABLE BUDGET	% USED	Amount to Close
Projects to Close	3,611,500.00	696,218.38	2,915,281.62	19.28%	2,402,991
Projects to Remain Active	2,697,385.00	738,587.58	1,958,797.42	27.38%	0.00
Total	6,308,885.00	1,434,805.96	4,874,079.04	22.74%	2,402,990.58
ARPA Contingency Current Balance	121,529.32				
Project Close-outs	2,402,990.58				
ARPA Contingency After Close-outs	2,524,519.90				

ACCOUNT DESCRIPTION	CURRENT BUDGET	EXPENDED + ENCUMBERED	EXPENDED 7-13-2023	ENCUMBRANCES	AVAILABLE BUDGET % USED	Close-out Y or N	Amount to Close	Project Status Update
Replace Town Signage	50,000.00	0.00	0.00	0.00	0.00%	N	0.00	In progress
Website Upgrade	35,000.00	31,798.00	9,539.40	22,258.60	90.85%	N	3,202.00	Additional funds needed
Auditorium & Mtg Rm Upgrades	90,000.00	33,018.72	1,018.72	32,000.00	36.69%	N	56,981.28	Additional funds needed
Board of Selectmen	175,000.00	64,816.72	10,558.12	54,258.60	37.04%		110,183.28	0.00
PD Switches	35,325.00	35,324.63	17,662.33	17,662.30	100.00%	N	0.37	Order placed
Information Technology	35,325.00	35,324.63	17,662.33	17,662.30	100.00%		0.37	0.00
Replace CCTV System	109,100.00	109,100.00	0.00	109,100.00	100.00%	N	0.00	In progress
Unmanned Drone	25,000.00	24,732.83	24,732.83	0.00	267.17	Y	267.17	Purchase complete
Police Department	134,100.00	133,832.83	24,732.83	109,100.00	267.17		267.17	267.17
Rescue Jacks	16,500.00	16,074.29	16,074.29	0.00	425.71	Y	425.71	Purchase complete
Darien Fire Department	16,500.00	16,074.29	16,074.29	0.00	425.71		425.71	425.71
Bunk Room Conversion	12,000.00	4,142.00	4,142.00	0.00	7,858.00	N	0.00	In progress
Noroton Fire Department	12,000.00	4,142.00	4,142.00	0.00	7,858.00		0.00	0.00
Joint & Mortar Repair	52,000.00	0.00	0.00	0.00	52,000.00	N	0.00	Additional funds needed
Noroton Heights Fire Department	52,000.00	0.00	0.00	0.00	52,000.00		0.00	0.00
Water Main Extension	40,000.00	0.00	0.00	0.00	40,000.00	N	0.00	Project not yet started
Upgrade Catch Basins	20,000.00	0.00	0.00	0.00	20,000.00	N	0.00	Project not yet started
Pave Drill Tower Parking	140,000.00	0.00	0.00	0.00	140,000.00	N	0.00	Project not yet started
Drill Tower Classroom	120,000.00	0.00	0.00	0.00	120,000.00	N	0.00	Project not yet started
Fire Commission	320,000.00	0.00	0.00	0.00	320,000.00		0.00	0.00
Renovate Room 206	15,000.00	0.00	0.00	0.00	15,000.00	N	0.00	Project not yet started
OKHS Pipe Lining	1,000,000.00	592,708.96	551,386.21	41,322.75	407,291.04	Y	395,000.00	Project nearing completion. Close-out unneeded appropriation
Drainage Imprvmt-Grove/Tilly	1,000,000.00	0.00	0.00	0.00	1,000,000.00	Y	750,000.00	Fund only design portion
Drainage Imprvmt-Salt Box	1,500,000.00	0.00	0.00	0.00	1,500,000.00	Y	1,250,000.00	Fund only design portion
Bridge Repair-Rings End Rd	163,000.00	63,318.14	46,089.39	17,228.75	99,681.86	N	0.00	Additional funds needed
Bridge Repair-OKHS	90,000.00	10,300.00	1,488.00	8,812.00	79,700.00	N	0.00	Additional funds needed
Public Works	3,768,000.00	666,327.10	598,963.60	67,363.50	3,101,672.90		2,395,000.00	0.00
Essential Needs Payments	75,000.00	25,215.06	25,215.06	0.00	49,784.94	N	0.00	In progress
ARPA Mental Health Support	250,000.00	22,124.29	22,124.29	0.00	227,875.71	N	0.00	In progress
ARPA Food Insecurity	100,000.00	0.00	0.00	0.00	100,000.00	N	0.00	Re-evaluate options for distribution
ARPA Non Profits	100,000.00	0.00	0.00	0.00	100,000.00	N	0.00	Re-evaluate options for distribution
Human Services	525,000.00	47,339.35	47,339.35	0.00	477,660.65		0.00	0.00

ACCOUNT DESCRIPTION	CURRENT BUDGET	EXPENDED + ENCUMBERED	EXPENDED 7-13-2023	ENCUMBRANCES	AVAILABLE BUDGET % USED	Close-out Y or N	Amount to Close	Project Status Update
Senior Tablet Loan Library	10,000.00	9,931.20	9,931.20	0.00	68.80	Y	68.80	Project complete
Senior Center	10,000.00	9,931.20	9,931.20	0.00	68.80	Y	68.80	Project complete
COVID Vaccination Clinics	50,000.00	42,777.10	42,777.10	0.00	7,222.90	Y	7,222.90	Clinics complete
Personal Protection Gear	170,000.00	57,924.25	0.00	57,924.25	112,075.75	N	0.00	Additional funds needed
Implement Health Software	19,960.00	12,005.00	12,005.00	0.00	7,955.00	N	0.00	Implementation ongoing
Public Health	239,960.00	112,706.35	54,782.10	57,924.25	127,253.65		7,222.90	
Replace McGuane Playground	175,000.00	175,000.00	112,114.59	62,885.41	0.00	N	0.00	Equipment ordered
Install Swings-Baker Park	11,000.00	0.00	0.00	0.00	11,000.00	N	0.00	Project not yet started
Replace Cherry Lawn Playground	500,000.00	0.00	0.00	0.00	500,000.00	N	0.00	Project not yet started
New Paddle Court Weed Beach	155,000.00	141,420.00	61,403.00	80,017.00	13,580.00	N	0.00	Additional funds needed
Replace Baker Park Playground	150,000.00	0.00	0.00	0.00	150,000.00	N	0.00	Project not yet started
Replace Picnic Tables	10,000.00	9,994.00	9,994.00	0.00	6.00	Y	6.00	Project complete
Replace Water Fountains	20,000.00	17,897.49	17,897.49	0.00	2,102.51	N	0.00	In progress
Parks & Recreation	1,021,000.00	344,311.49	201,409.08	142,902.41	676,688.51		6.00	
Total Project Appropriation	6,308,885.00	1,434,805.96	985,594.90	449,211.06	4,874,079.04	22.74%	2,402,990.58	