

**APPROVED 1/24/12**

**BOARD OF SELECTMEN MEETING**

**December 13, 2011 7:00 P.M. BRIDGEWATER TOWN HALL**

**Present:** William T. Stuart, Edward Bennett, Curtis Read  
**Guests:** Attorney Fred Baker, Ned Bandler, Joe Caruso, Jack Corragio (LCT), Marilyn Curtin, Carolan Dwyer, Tom Gilmore, Nancy Hawley, Bradleigh Huizinga (Voices), Anne Marie Lindblom, William McGeorge, Harold Rannestad, Julie Stuart

The meeting was called to order at 7:00 p.m. by William T. Stuart, First Selectman.

Mr. Stuart requested adding two items to the agenda:

PTO presentation regarding the playground;\*

Discussion of the Board of Finance meeting from the previous evening.\*\*

Mr. Read moved to add these items to the agenda, seconded by Mr. Bennett and so voted.

**Approval of Minutes:**

Mr. Read moved to approve the minutes of November 15, 2011. Seconded by Mr. Stuart and so voted.

**Public Comment:**

None.

\*Burnham PTO Presentation:

Carolan Dwyer presented a plaque to the Town of the children on the Burnham Playground, thanking the Board of Selectmen, Board of Finance, and the townspeople for their support in the building of the new playground.

**Correspondence:**

- Information from Barbara Henry regarding Special Revenue Funds (see attached).
- Letter from Jackson O'Keefe regarding Caleb MacDonald v. Regional School District #12, et al (see attached).
- Letter from Justin Planz regarding Bridgewater's Emergency Management Director (see attached).

**Resignations:**

None.

**Appointments:**

Mr. Bennett moved to reappoint Justin Planz as Emergency Management Director until November 2013.

**Vacancies:**

Zoning Board of Appeals Alternate

Lake Authority

Cablevision

Department of Emergency Management Director (appointment above)

**New Business:**

Tax Refunds:

Mr. Bennett moved to approve the refunds as presented by Tax Collector Roberta Sinatra, in a letter dated December 13, 2011 (attached) to Honda Lease Trust in the amount of \$42.20 and Honda Lease Trust in the amount of \$18.11. Seconded by Mr. Read and so voted.

Board of Selectmen meeting dates:

Mr. Bennett moved to approve the attached list of Board of Selectmen meeting dates, changing February 14<sup>th</sup> to February 16<sup>th</sup>, 2012. Seconded with change by Mr. Read and so voted.

Legal Fees/Litigation update:

Mr. Stuart advised the \$100,000 approved at town meeting for legal fees has been used and an additional \$37,000 is needed. No action taken.

Bookkeeper position discussion:

Attorney Baker gave an overview of events that transpired after the resignation of the former Treasurer, Amy Allingham. The Treasurer's Department was changed which consisted of two employees, a Treasurer, and a Bookkeeper.

Mr. Stuart advised that Kim Baron is currently our temporary bookkeeper. Would like to convert her to a permanent position and redefine her duties.

Mr. Read moved to approve Kim Baron as Financial Administrator at the prescribed rate of \$35.00 per hour for 15 hours per week (Mondays and other times) per the attached job description. Seconded by Mr. Bennett and so voted.

**\*\*Mr. Stuart indicated that he spoke to the new auditor, Enrico Melaragno from Charles Heavens & Co., regarding Restricted Special Revenue Funds. Special Funds are already restricted by the way they are set up. Therefore, the Board of Finance does not make appropriations for these funds in the budgetary process. Only the interest generated by the principle can be spent.**

Mrs. Hawley explained that the use of special revenue funds are restricted, however, if a policy governing the use of the funds requires an appropriation then, according to the Town's auditor, that action should be taken. The BOS approved a policy governing disbursements for the Burnham Fund that included the need to review income generated from the fund and make an appropriation annually. By appropriating funds for disbursement the BOF adhered to the policy approved by the BOS which is currently under review by the State Attorney General's office.

Account Resolution. Webster Bank signature forms:

Mr. Bennett moved the attached Account Resolution with Webster Bank, NA. Seconded by Mr. Read and so voted.

HRRR Municipal Solid Waste Registration Fees:

Mr. Read moved to keep the registration fee at \$100.00 per hauler and double the fee when the registration is filed late. Seconded by Mr. Bennett and so voted.

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**Old Business:**

Union Contract:

Mr. Stuart advised the Contract should be finished soon.

Motion to adjourn by Mr. Bennett and so voted.

Respectfully submitted,

Cheryl L. Pinkos

Town Clerk

Cc: William T. Stuart, Edward Bennett, Curtis Read, Ned Bandler, Alan Brown,  
Molly Stratton (via e-mail) Nancy Hawley (via e-mail)