

VOLUNTOWN SELECTMANS REGULAR MEETING
January 24, 2023

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| Meeting | The Regular Meeting of the Board of Selectmen was held in person and was livestreamed via YouTube on Tuesday, January 24, 2023. Ms. Hanson, First Selectman, called the meeting to order at 6:00 p.m. |
| Selectmen Present | Tracey Hanson, Robert Jim Thevenet |
| Selectmen Absent | Mark ‘Skipp’ Oulton |
| Town Officials | None |
| Citizens Present | None |
| Citizens Comments | None |
| Approval of Minutes | A motion was made by R. Thevenet to approve the minutes of the regular meeting held on January 10, 2023. Motion approved. |
| Correspondence | |
| Prescription Plan | Ms. Hanson received the monthly report for the prescription plan. We have one person who used it in October, an increase since 2019. |
| Public Works Report | Public Works requested letters be sent to homeowners who need to move their basketball hoops and garbage cans from the town’s right of way. They are making the roads unsafe and impeding snowplowing. The Public Works crew has been working on tree work, potholes, drainage cleaning, cleaned out the beaver blockage and road edging. |
| Financial Report | Ms. Zelinsky submitted the financial report. Ms. Zelinsky has been working on a Town Accounting manual for the Town and for the Voluntown Sterling Transfer Station. The 1099’s have been completed, the paperwork for the new payroll system has been uploaded, worked on census reporting, job descriptions for the library, worked with the Treasurer on the Positive Payee, met with the Town Planner and Mattern construction to get started on the STEAP grant and completed the quarterly reports for the Town and the Transfer Station. |
| Old Business Updates | |
| ARPA | None |
| Baptist Church Well Project | No update. |
| Ordinances | No update. |
| Forge Hill Bridge | The State is trying to schedule a meeting for an update on their progress to date. |
| Formation of Municipal ISP Commission | No update. |
| Gate Street Project | No update. |
| Municipal Improv. Project/STEAP | The Town Planner and Ms. Zelinsky met with Mattern Construction to discuss options on how to begin the project. Mattern will submit a proposal for their fees. |
| Fire Station Improv. Design | Ms. Hanson is working with Silver Petrucelli and the Town Lawyer on the contract. |
| New Business | |

- Tax refunds A motion was made by R. Thevenet to approve the tax refunds as submitted by the Tax Collector to Corelogic Tax Service, Mark Massey, Michael Baron and Crystal Hill, Robert Blum, Thomas Keune, and The Town of Voluntown which was a refund of legal fees from a resident. Motion Approved.
- Employee Handbook Ms. Hanson is going to check with the new payroll system to see if we can do the handbook electronically.
- Driveway Permits The Selectmen discussed the driveway permit for 95 Gardner Road.
A motion was made by R. Thevenet to approve the driveway permit for 95 Gardner Road pending an update from Public Works. Motion approved.
- Part Time EMT Staff The Selectmen reviewed a new position for an EMT Paid Staff member. The Town has been having difficulty finding people with both Firefighter/EMT certifications.
A motion was made by R. Thevenet to approve the job description as proposed for a part time EMT paid Staff. Motion Approved.
- Library Employee Ms. Hanson read a letter submitted by the Library Board of Trustees Chairman. A motion was made by R. Thevenet to approve the job description for the Library Assistant Level I. Motion Approved.
- Executive Session A motion was made to move into Executive Session for job position pay rates at 6:16pm.

The Selectmen move out of Executive Session at 6:18pm. No motions were made.

Other Business

- Blight Ordinance Mr. Thevenet has done some research on blight ordinances and will bring the information to the next meeting.

Suggestions for Next Meeting –

Adjournment

- Motion** A motion was made by R. Thevenet/T. Hanson to adjourn the meeting. The meeting adjourned at 6:18 p.m.
Motion Approved.

Respectfully submitted by:

Approved for distribution by:

Julie L. Zelinsky, Admin. Asst. to the BOS

Tracey Hanson, First Selectman