

Town of Goshen  
**BOARD OF SELECTMEN**

*REGULAR MEETING*  
**Tuesday August 3, 2021**

This meeting held in-person and recorded via Zoom.us and is available as a recording

**PRESENT:** Robert P. Valentine, Dexter S. Kinsella, Mark Harris

**OTHERS:** Todd Carusillo; Peter Kujawski; Members of Boy Scout Troop 1, Oxford, and Shelton, CT: Ryan Blakley, Jeramiah Peterson, Zachery Oag, Sam Straus, Daniel Costa, John Costa, Chance Costa

**1. Call to order:** Robert P. Valentine called the meeting to order at 5:00p.m.

**2. Approval of the minutes of the meeting of July 27, 2021:**

In a **motion** made by Dexter S. Kinsella, seconded by Mark S. Harris, it was **voted** to approve the minutes of July 27, 2021 as submitted. Voted unanimous.

**3. Matters Arising Out of the Minutes:** None

**4. Approval of the Payroll and Warrant – August 5, 2021**

In a **motion** made by Mark S. Harris, seconded by Dexter S. Kinsella, it was **voted** to approve the total warrant and payroll of August 5, 2021 in the amount of \$97,784.15. Included in this warrant were the payroll in the amount of \$22,513.03, and the warrant in the amount of \$75,271.12. Voted unanimous. Invoices highlighted: CIRMA (cyber liability)-\$7,400.00; Eversource - \$2,992.71; TAHD- (annual assessment per capita)-\$15,689.24; Westchester Tractor (rental of roadside mowing equip.)-\$7,200.00.

In a **motion** made by Dexter S. Kinsella, seconded by Mark S. Harris, it was **voted** to add to the agenda under 9. New Business, 9a. Personnel Policy – Possible Review. Voted unanimous.

**Public Comment:** Bob Valentine introduced the Boy Scouts in attendance from Oxford and Shelton who are in pursuit of their badges for Citizenship and Community. He explained the difference between towns that are governed by a mayor and city council under Charter and those towns that are governed through boards of selectmen and town residents per Connecticut General Statutes. In answer to a question from one of the Scouts regarding town residents' concerns about – milfoil and invasive plant species on waterways, Selectman Mark Harris, Chairman of Goshen's Lake Weed Committee, explained Eurasian milfoil and its properties. He suggested the Boy Scouts could distribute pamphlets at boat launches in the area, pointing out the need to wash-off or remove weeds on underside of their boats and motor propellers before launching their boats at other waterways. Selectman Dexter Kinsella suggested that public outreach from their Troop on information of the Eurasian milfoil problem would be beneficial in avoiding its spread.

**6. First Selectman's Report:**

Bob Valentine reported on the meeting of the Affordable Housing Committee held on Monday, August 2<sup>nd</sup>, which was an informational presentation via power-point of the committees work on an affordable housing plan. The majority of people in attendance were favorable to the committee's work. Although some would appear to have a "fear of the unknown".

Another subject that came up during the meeting is "conflicts of Interest". Unfortunately, some believe a difference of opinion is grounds for accusing others of a conflict of interests. One the of the best ways to address this is provide written materials explaining what a true conflict of interest is. To that end, Marty Connor will provide written materials from a municipal attorneys group on the subject.

Bob Valentine reported on a request to "discontinue" Howe Road. Howe Road is dead-end road approximately 800' long bordered on all sides by 214.8 acres of land owned by one land owner bordered and exits to Hill House Road. By discontinuing Howe Road, annual maintenance by the Town will be eliminated and the right of way would revert to the abutter. State Statute dictates the process required to discontinue a road. Bob will review the process and report back to the board

The Fiscal Office is looking into moving the town's accounting software from QuickBooks Pro desktop version to QuickBooks Enterprise Hosted, a cloud-based program. This would be in keeping with previous changes in IT functions to minimize, to the extent possible, vulnerabilities to cyber-attacks. Bob has asked Debbie Franklin (Accounting Consultant) and Kate Malanca (Data entry Clerk) and Virginia Perry, First Selectman's Administrative Assistant, to review for compatibility to our processes for accounting. Enterprise Hosted would add between \$400-\$500 per month to our costs, but has an inventory tracking component that hopefully will allow the town to eliminate the current inventory software program.

Public Works Fuel Pump Accountability system is no longer supported. Recently that program has been giving PW issues. The system was purchased in 2009. The purpose of the system is to track fuel, gas and diesel, used by PW trucks, Woodridge Lake Sewer District, the Fire Company, Senior Bus, and Recreation Dept. Garret Harlow will be looking into options for a new system.

A new handicap door opener for the front entrance door at Town Hall has been purchased. Mr. Seth Breakell will be doing the installation work on it. The current opener no longer works properly.

**7. Correspondence:** None

**8. Old Business:**

**8a. Appointments:**

In a **motion** made by Dexter S. Kinsella, seconded by Mark S. Harris, it was **voted** to approve the appointment of Dante Malanca to the Inland Wetlands and Watercourses Commission whose term begins immediately and expires November 15, 2021 at the Annual Town Meeting. Voted unanimous.

## 9. New Business:

### 9.a Updated Personnel Policy and Possible Review and Adoption:

**Alcohol & Substance Abuse:** Bob read the proposed, changes (additions in bold and italicized).

Consumption of alcoholic beverages or possess of opened (seal broken) alcoholic beverage containers, use of possession of or being under the influence of ***cannabis including cannabis infused products***, illegal controlled substances or alcohol, drunk driving, ***driving while impaired*** or reckless driving while on Town of Goshen property and/or on the job considered a serious infraction and is strictly prohibited.

Consumption of alcoholic beverages, cannabis including ***cannabis infused products or*** illegal drugs or working while under the influence of alcoholic beverages, ***cannabis, including cannabis infused products*** or illegal drugs will not be tolerated. Where employees who have driven themselves to work are judged to be ***impaired or*** intoxicated, Town Officials will be responsible for arranging alternate means of transportation.

**Sexual Harassment of Employees:** On the Ad Hoc Support Group listed on this policy, the name of Kate Breakell has been corrected to read: Kate Malanca. (see below)

Any employee who is subject to, or aware of, sexual harassment should report the complaint promptly to a member of the Ad Hoc Support Group, which consists of the following:

Katherine E. ***Malanca***

Barbara Breor

First Selectman

### **Life, Health, Dental Insurance, Pension Plans, Vision:**

Effective July 1, 2020, Health Insurance and Major Medical will be administered and managed through ***Connecticare Health Insurance. New Employee Hire Benefits Schedule is as follows: Administrative Staff – 1<sup>st</sup> of month following 30 days. All others – 1<sup>st</sup> of month following 60 days (No longer than 90 days per Affordable Care Act.)***

A Defined Contribution Program purchased by the Town of Goshen covers all ***employees with six (6) months of service and age 20-1/2 who work 1,000 hour per year or more.***

### **Hiring and Employment Practices:**

***Only the Board of Selectman , through the First Selectman has the authority to hire or terminate employees. The Board of Selectmen may delegate the responsibility of hiring seasonal employees, Department heads, Boards and Commissions, through the Board of Selectmen.***

Town of Goshen posting practices: [https://business.ct.gov/Jobss-and-Resources/Employers?language=en\\_US](https://business.ct.gov/Jobss-and-Resources/Employers?language=en_US).

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In a **motion** made by Dexter S. Kinsella, seconded by Mark S. Harris, it was **voted** to approve the amended Personnel Policies as submitted and entered into the Personnel Policy Files. Voted unanimous.

**10. Any Other Business:** None

**11. Adjournment:**

In a **motion** made by Dexter S. Kinsella, seconded by Robert P. Valentine, it was **voted** to adjourn the meeting at 5:55 p.m. Voted unanimous.

Lucille A. Paige, First Selectman's Aide