

**Board of Selectmen
Regular Meeting
Wednesday, March 9, 2016
5:30PM
Court Room
Revised**

1. Call to order

Meeting brought to order by Catherine A. Osten, First Selectman at 5:00PM. Present were Selectmen Denise Dembinski and Cheryl Blanchard.

2. Pledge of Allegiance

Led by C. Blanchard

Motion made by D. Dembinski, seconded by C. Blanchard to add 2a to the agenda, unanimously voted.

2a. Review and act on minutes of February 10, 2016.

Motion made by D. Dembinski, seconded by C. Blanchard to approve the minutes of 2/10/16, unanimously voted.

3. Act on request for tax refund of overpayment of taxes

Motion made by D. Dembinski, seconded by C. Blanchard to approve the tax refund of overpayment of taxes for Dime Bank for \$1,286.81, unanimously voted.

Motion made by C. Blanchard, seconded by D. Dembinski to approve the tax refund of overpayment of taxes for Gary Houle for \$9.00, unanimously voted.

4. Discuss benefits for part-time employees

Motion made by D. Dembinski, seconded by C. Blanchard to approve paid holiday days that are applicable based on their regular schedule. Discussion: This would include the Bookkeeper, Grant Writer, Senior Director, two Senior Drivers and four employees at the Library. When the holiday falls on a day that the employee is not scheduled to work, Holiday pay will not apply. Following the same rules as the School, Public Works and TVCCA; does not affect the budget already calculated, unanimously voted.

5. Discuss Baltic Village Plan

Tabled

6. Re-adopt the Fair Housing Resolution

Motion made by C. Blanchard, seconded by D. Dembinski to re-adopt the Fair Housing Resolution, unanimously voted.

**FAIR HOUSING RESOLUTION
TOWN OF SPRAGUE**

Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including

rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The Town of Sprague is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOVED, That the Town of Sprague hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the chief executive officer of the Town of Sprague or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Sprague and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

7. Re-adopt the Fair Housing Policy Statement

Motion made by D. Dembinski, seconded by C. Blanchard to re-adopt the Fair Housing Policy Statement, unanimously voted.

Fair Housing Policy Statement

It is the policy of the Town of Sprague to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by this Town of Sprague must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Sprague or any of sub-recipient of the Town of Sprague will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of Sprague.

The municipality's First Selectman is responsible for the enforcement and implementation of this policy. The First Selectman, Catherine A. Osten may be reached at (860) 822-3000 x 202 or firstselectman@ctsprague.org.

Complaints pertaining to discrimination in any program funded or administered by this Town of Sprague, may be filed with the First Selectman's Office. The municipality's Grievance Procedure will be utilized in these cases.

Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town of Sprague employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of Sprague.

8. Re-adopt the Title VI Equal Opportunity – Fair Housing Plan

Motion made by C. Blanchard, seconded by D. Dembinski to re-adopt the Title VI Equal Opportunity-Fair Housing Plan, unanimously voted.

Town of Sprague Compliance with Title VI of the Civil Rights Act of 1964

The Town of Sprague does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of Sprague seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town of Sprague’s Fair Housing Plan and is fully implemented to ensure compliance by the Town of Sprague, as the recipient, and by sub- recipients. The cooperation of all personnel is required.

9. Re-adopt the Affirmative Action Policy Statement

Motion made by D. Dembinski, seconded by C. Blanchard to re-adopt the Affirmative Action Policy Statement, unanimously voted.

Town of Sprague AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectman of the Town of Sprague, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of Sprague's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O’Neill on January 3, 1984, I further state that this Town of Sprague will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Town of Sprague will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of Sprague will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of Sprague to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability,

ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of Sprague will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13th, 14th and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64). Discrimination against Criminal Offenders (46a-80). Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1)), definition of Physically Disabled (46a-51 (15)), definition of Mentally Retarded (46a-51 (13)), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of Sprague employees and will also be posted throughout the Town of Sprague. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of Sprague will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Catherine A. Osten, First Selectman, 860 822-3000x202, firstselectman@ctsprague.org.

10. Act on Resolution – Small Cities Program

Motion made by C. Blanchard, seconded by D. Dembinski to approve the resolution for the Small Cities Program 2016, unanimously voted.

Small Cities Program

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Sprague make application to the State for \$500,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Selectman:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,

2. That the filing of an application by the Town of Sprague in an amount not to exceed \$500,000 is hereby approved, and that the First Selectman is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Sprague

11. Act on Resolution – USDA-Rural Development Preplanning Grant Hanover Dam Evaluation.

Motion made by D. Dembinski, seconded by C. Blanchard to approve the resolution for the USDA-Rural Development Preplanning Grant Hanover Dam Evaluation, unanimously voted.

RESOLUTION

RESOLVED: That the Town of Sprague, through it's governing body the Board of Selectmen, do hereby resolve to apply to USDA-Rural Development for a Preplanning Grant for the Hanover Dam Evaluation in the amount of \$14,200. This grant is to aid in the cost of Dredging, Dam Face Improvements and New Auxiliary Spillway for the Town of Sprague. The estimated cost for the completion of this plan is \$44,200 not to exceed \$30,000.

12. Act on Resolution – USDA-Rural Development Community Facilities Grant Sayles School Boiler replacement.

Motion made by C. Blanchard, seconded by D. Dembinski to approve the resolution for the USDA-Rural Development Community Facilities Grant Sayles School Boiler replacement, unanimously voted.

RESOLUTION

RESOLVED: That the Town of Sprague, through it's governing body the Board of Selectmen, do hereby resolve to apply to USDA-Rural Development for a Community Facilities Grant for the Sayles School Boiler replacement in the amount of \$13,650. The estimated cost for the completion of the Sayles School replacement Boiler is \$39,000.

13. Act on Resolution – USDA-Rural Development Grant for Senior Center windows and door replacement.

Motion made by D. Dembinski, seconded by C. Blanchard to approve the resolution for the USDA-Rural Development Grant for Senior Center windows and door replacement, unanimously voted.

RESOLUTION

RESOLVED: That the Town of Sprague, through it's governing body the Board of Selectmen, do hereby resolve to apply to USDA-Rural Development Grant for the Senior Center windows and door replacement in the amount of \$3,912. The estimated cost for the completion of the Senior Center window and door replacement is \$11,177 not to exceed \$16,500.

14. Discuss and possibly act on the 2016/2017 Budget

The Board reviewed each line item in the 2016/2017 operating budget.

Motion made by C. Blanchard, seconded by D. Dembinski pending the review of the Board of Finance the Board of Selectmen recommends as presented the 2016/2017 operating budget of the town, unanimously voted.

15. Act on proclamation for Girl Scout Week March 12, 2016

Motion made by C. Blanchard, seconded by D. Dembinski to accept the proclamation for Girl Scout Week March 12, 2016, unanimously voted.

**Girl Scout Day Proclamation
A Proclamation Celebrating 104 years of Girl Scouting**

WHEREAS, March 12, 2016, marks the 104th anniversary of the Girl Scouts of the United States of America, which began in 1912 when Savannah, GA native Juliette Gordon Low gathered 18 girls to provide them the opportunity to develop physically, mentally, and spiritually;

WHEREAS, 1912 was also the year in which Girl Scouting started in the state of Connecticut;

WHEREAS, for more than 100 years, Girl Scouting has helped build millions of girls and women of courage, confidence, and character who act to make the world a better place; and,

WHEREAS, the Girl Scout Leadership Experience helps girls discover themselves and their values, connect with others, and take action to make the world a better place; and,

WHEREAS, through the dedication, time, and talent of volunteers of different backgrounds, abilities, and areas of expertise, Girl Scouts of Connecticut offers the Girl Scout Leadership Experience to more than 35,000 girls in grades K-12 across the state of Connecticut; and,

WHEREAS, the Girl Scout Gold Award, the highest honor in Girl Scouting, celebrating its 100th year, requires girls to make a measurable and sustainable difference in their community, assess a need and design a solution, find the resources and support to make it happen, and complete the project;

WHEREAS, core programs around environmental stewardship, anti-bullying techniques, Science, Technology, Engineering, and Math (STEM), and healthy living, help girls develop a solid foundation in leadership; and,

WHEREAS, today, more than 59 million American women are Girl Scout alumnae and 2.7 million girls and adult volunteers are active members;

NOW, THEREFORE, I, Catherine A. Osten, by virtue of the authority vested in me as First Selectman of the Town of Sprague do hereby applaud the Girl Scouts of the United States of America for more than 100 years of leadership and expertise as the voice for and of girls, proudly proclaim March 12, 2016, as Girl Scout Day.

16. Selectman's report

Statement of Debt Maturities – reviewed bonding sheet; working with Bookkeeper.

Capital Projects – reviewed several projects for the Fire Department and Water Sewer that were approved by the town over past years; these were all bonding projects and a good analysis for Auditor's to review.

Vehicles – maintenance is up to date

Mowing – 2 rounds with the grass head, 1 with brush head.

C. Blanchard asked for explanation re: D. Gifford's invoice; – C. Osten responded with a list of projects he completed. This list was generated by Joe Mercieri from Sayles School. The list was also reviewed by the Fire Marshal and Building Inspector.

31 W. Main St. demolition – the demolition of the project was approved at Special Town Meeting and the remaining cost will be paid by LOCIP (Local Capital Incentive Program). Using LOCIP's funds

does not require the town to go to a Special Town Meeting. – C. Blanchard would like to see the contract. C. Osten stated the contract and invoice for 31 W. Main Street will be discussed again at next meeting.

Union classification for the Public Works part-time full-time employees was handed out.

17. Public comment

None.

18. Adjournment

Motion made by D. Dembinski, seconded by C. Blanchard to adjourn the meeting at 6:44PM, unanimously voted.

Respectfully submitted by,

Catherine A. Osten, First Selectman

These minutes are subject to approval at the April 13th meeting.