

**Board of Selectmen
Regular Meeting
Wednesday April 11, 2012
Court Room
5:00pm**

1. Call to order

Meeting called to order by Catherine A. Osten, First Selectman at 5:05PM. Present were Selectmen Denise Dembinski and Dennison Allen.

2. Pledge of Allegiance

Led by D. Allen

3. Review and act on minutes of Regular Meeting March 14, 2011 and Special Meeting March 21, 2012 March 22, 2012 and March 29, 2012.

Motion made by D. Dembinski, seconded by D. Allen to approve the minutes of 3/14/12, unanimously voted
Motion made by D. Allen, seconded by D. Dembinski to approve the minutes of 3/21/12, 3/22/12 and 3/29/12, unanimously voted.

4. Act on Resolution: Department of Economic Development, Small Cities Development Block Grant.

Motion made by D. Dembinski, seconded by D. Allen to approve the resolution for the Department of Economic Development, Small Cities Development Block Grant: Public Hearing was held on April 10, 2012; intend to use the funds for the 2nd phase of Shetucket Village Project for \$500,000, unanimously voted.

WHEREAS, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Economic and Community Development as the Connecticut Small Cities Development Block Grant Program; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized disburse such federal monies to local municipalities; and

WHEREAS, it is desirable and in the public interest

that the _____ Town of Sprague _____ make an application to the State for

(Municipality)

\$500,000 in order to undertake and carryout a Small Cities Community Development Program and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE

Board of Selectmen

(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by

Part VI of Chapter 130 of the CGS

(State Statutory Reference)

2. That the filing of an application for State financial assistance by

Town of Sprague

(Municipality)
in an amount not to exceed \$500,000 _____ is hereby approved and that

First Selectman, Catherine A. Osten

(Title and Name of Authorized Official)

is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, to carryout approved activities and to act as the authorized representative of

Town of Sprague

(Municipality)

5. Re-adopt the Fair Housing Resolution

Motion made by D. Dembinski, seconded by D. Allen 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, 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 RESOLVED,

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.

Adopted by the Town of Sprague on April 11, 2012.

Ms. Catherine A. Osten
First Selectman

6. Re-adopt Fair Housing Statement

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

Town of Sprague *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, 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's office is responsible for the enforcement and implementation of this policy. The First Selectman may be reached at 860 822-3000 x 202.

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 also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403.

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.

Date

Ms. Catherine A. Osten
First Selectman

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting Catherine A. Osten, 1 Main Street, Baltic, CT 06330 (860) 822-3000 x 202

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

Motion made by D. Allen, 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.

Ms. Catherine A. Osten, First Selectman

Date

8. Re-adopt the Affirmative Action Policy Statement

Motion made by D. Dembinski, seconded by D. Allen 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) 822-3000 x 202, c.osten@ctsprague.org

Date

Ms. Catherine A. Osten
First Selectman

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE FROM THE ADA-504 COORDINATOR BY CALLING (860) 822-3000.

9. Act on Resolution – Resolve to apply to USDA-RD for a Community Facilities Grant (CF) in the amount of \$28,700. This grant is for the update of the Town Hall restrooms in accordance with ADA regulations.

Motion made by D. Dembinski, seconded by D. Allen to accept the resolution to resolve to apply to USDA-RD for a Community Facilities Grant (CF) in the amount of \$28,700. This grant is for the update of the Town Hall restrooms in accordance with ADA regulations, unanimously voted.

RESOLUTION

RESOLVED: That the Town of Sprague, through its governing body the Board of Selectmen, do hereby resolve to apply to USDA-Rural Development for a Community Facilities Grant in the amount of \$28,700. This grant is to aid in the cost of completing a ADA rehabilitation of the public restrooms at the Town of Sprague town hall. The estimated cost for the completion of this project is \$85,000.

10. Act on Resolution – Resolve to apply for a Preplanning Grant (PPG) in the amount of \$25,000. This grant is for a state mandated Water Supply Plan for the Town.

Motion made by D. Allen, seconded by D. Dembinski to accept the resolution to resolve to apply to USDA-RD for a Preplanning Grant (PPG) in the amount of \$25,000. This grant is for a state mandated Water Supply Plan for the Town, unanimously voted.

RESOLUTION

RESOLVED: That the Town of Sprague, through its governing body the Board of Selectmen, do hereby resolve to apply to USDA-Rural Development for a Preplanning Grant in the amount of \$25,000. This grant is to aid in the cost of completing a state mandated water supply plan for the Town of Sprague. The estimated cost for the completion of this plan is \$39,000.

11. Act on an amendment to the Plan of Conservation and Development.

Motion made by D. Dembinski, seconded by D. Allen to approve the amendment to the Plan of Conservation and Development: To promote farming and agriculture as part of an overall plan to protect and preserve Sprague's existing open space plan and to enhance the town's economic and commercial base through agriculture related businesses. Unanimously voted.

12. 2012/2013 Budget Review

Board of Finance asked the Board of Selectmen to review the 2012/2013 a second time for possible reductions in the line items below:

- Selectman's Salary – no increase
- Tax Assessor – no decrease
- Pool Secretary – no decrease
- Town Clerk Dog License – added line for expenses to cover cost for post cards, stamps.
- Town Planner – reduced \$2,000
- Storm Materials – reduced \$10,000 - purchased sand from the State at a lower cost, mild winter in 2012; enough surplus for another year.
- Roadway Management – no reduction
- Tree Warden mileage - not reduction
- Fire Department – reviewed with Fire Chief Les Shull- reduced \$2,000 Training and \$100 on both Business Expenses and Equipment Expenses.
- Emergency Management - reduced \$96 - no reductions for Fire Marshal, Building Official and Blight Officer.
- Recycling – reduced \$1000.
- Commission on Aging – no changes in Salaries and no reduction for services provided to seniors.
- Recreation salaries – reduced \$300
- Shetucket River Festival – reduced \$400
- Legal ads – reduced \$1,500 – Town Clerk's Office has regionalized with other towns to reduce cost.
- Resident Trooper – reduced \$5,000 over-time

13. Selectman's report

- Mukluk Sportsmen's Club Property Acquisition Project resolution – provision to reduce our debt. Total amount of bonds remaining authorized but unissued with respect to the project shall be reduced.
- Public Works - Reviewed jobs completed in town.
- Town owns 41a and 41b-e West Main Street.
- Reviewed Resident Trooper Report – records from 1/1/12 – 4/11/12
- NU merged with NSTAR – small business credit \$37.84; town will receive merger rate credit which will drive the cost down. Rates will remain unchanged for several years; effective on May 2012 bill.
- Demand notices went out by the Town Tax Collector

14. Public comment

None

15. Adjournment

Motion made by D. Allen, seconded by D. Dembinski to adjourn the meeting at 6:30PM, unanimously voted.

Respectfully submitted by,

Catherine A. Osten
First Selectman