

**Board of Selectmen
Regular Meeting
Wednesday March 13, 2013
7:00PM
Court Room
Revised**

1. Call to order

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

2. Pledge of Allegiance

Led by D. Allen

3. Review and act on minutes of February 13, 2013 Regular Meeting, February 21, 2013 Special Meeting and February 26, 2013 Special Meeting.

Motion made by D. Dembinski, seconded by D. Allen to accept the minutes of 2/13/13, 2/21/13 and 2/26/13, unanimously voted.

4. Act on request for tax refunds for overpayment of taxes.

Motion made by D. Allen, seconded by D. Dembinski to approve the tax refund for overpayment of taxes for US Dept. of Housing 7 Urban Development for \$1,507.37 and Sherry bonito for \$27.52, unanimously voted.

5. Discuss Diane Perkins's book signing to be held in the Historical Society Museum on April 6, 2013.

A benefit for the Historical Society will take place on April 6, 2013 launching Diane Perkin's book signing. At the reception a request was made to serve cheese, hors d'oeuvres and wine on the second floor of the Grist Mill. The Grist Mill rules do not allow the serving of alcoholic beverages and exemptions state to bring this to the Board of Selectmen for approval.

Motion made by D. Dembinski, seconded by D. Allen to allow the serving of Alcoholic beverages for this one time, unanimously voted.

6. Re-adopt the Fair Housing Resolution

Motion made 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 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 March 13, 2013.

Catherine A. Osten

First Selectman

7. Re-adopt the Fair Housing Policy Statement

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

**Town of Sprague
Fair Housing Policy Statement Sample**

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 [Name of office responsible for fair housing] 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 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.

Revised 2/13/13

Date

Catherine A. Osten
First Selectman

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting [Name, Address, Phone Number].

8. 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.

Catherine A. Osten, First Selectman

Date

9. 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 Canton 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, c.osten@ctsprague.org

Date

First Selectman

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

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

Motion made by D. Allen, seconded by D. Dembinski to approve the Resolution for the Department of Economic Development Block Grant, unanimously voted.

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Economic and Community Development 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 Economic and Community Development 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 Selectmen:

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 Economic and Community Development, 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 appointment to the Sprague Water & Sewer Authority – Todd LaPointe

Motion made by D. Allen, seconded by D. Dembinski to appoint Todd LaPointe to the Sprague Water & Sewer Authority, unanimously vote.

12. Review the 2013/2014 budget

- Elected Officials – no increase – Board of Finance to decide their salaries.
- All other salaries are increased by 3%
- Tax assessor – reduced by \$11,131 – one full day on Tuesday.
- Telephone Services – reduced by \$1,474
- Bookkeeper - increase by \$6,240, taking on extra accounting duties.
- Heat – increase by \$2,0000
- Lights – reduced by \$1,000
- Grants Writer – increase by \$18,920, received a substantial amount of grant money
- Planning & Zoning Secretary – eliminated
- Public Works Dept. – 1 fulltime changed to a part-time 5 hrs. a day 5 days a week.
- Street lighting - no increase
- Insurances – Workers Compensation increase, LAP decrease, waiting for medical insurance comparisons.
- State Trooper – no raise
- Fire Department – increase \$2,300 in Truck Supplies, increase \$1,300 in Station Maintenance, and decrease \$100.00 in both Business Expenses and Equipment Maintenance.
- Emergency Management – increase \$600 in Capital Expenses.
- Waste management – decrease \$5,652
- Commission on Aging – Coordinator’s salary decrease \$11,088
- Recreation sidewalk – eliminated - cleaning incorporated into Public Works duties.
- Janitorial salary Grist Mill – eliminated position \$3,448
- Library Director – increase \$6,881, Librarian Assistant (3) increases \$4,929, decrease Librarian Assistant (2) \$2,509.
- Tax Overpayments returned/Contra - eliminated - netted in with the taxes.
- Equipment Maintenance – increase \$5,500 - ITT Sayles School.
- Facilities Manager – deleted \$45,239 and increase \$29,000 Shared Services W/School.

13. Authorize the First Selectman to call a Special Town Meeting for an additional appropriation for the Grist Mill Project and the Public Works Garage Project.

Motion made by D. Allen, seconded by D. Dembinski to Authorize the First Selectman to call a special town Meeting for an additional appropriation for the Public Works Garage Project, unanimously voted.

Waiting for legal opinion from Attorney Richard Cody, Town Attorney re: the Grist Mill Project, no action at this time.

14. Allow the First Selectman to request funds from USDA for a Generator for Pump Station II.

Motion made by D. Allen, seconded by D. Dembinski to allow the First Selectman to request funds from USDA for a Generator for Pump Station II, unanimously voted.

15. Allow the First Selectman to request funds from USDA for the Boilers in the Town Hall.

Motion made by D. Dembinski, seconded by D. Allen to allow the First Selectman to request funds from USDA for the Boilers in the town Hall, unanimously voted.

16. Accept the Sprague Emergency Elections Procedures and authorize the First Selectman to call a special Town Meeting if necessary.

Motion made by D. Allen, seconded by D. Dembinski to accept the Sprague Emergency elections Procedures and authorize the First Selectman to call a Special town Meeting if necessary: Discussion: Registrars reviewed the changes made by the Board at their last meeting on February 13th and the Registrars resubmitted their changes back to the Board. Unanimously voted.

17. Discuss the School Safety Plan as it was presented to the Board of Education.

Randy Silvestri will be at the next Board of Selectmen's Meeting to present the safety plan. Also, the Emergency Management Team will meet at the next Board of Selectmen's Meeting. Resident will submit their concerns and discuss with the Emergency Team.

18. Selectman's report

State trooper – reviewed monthly report

Signage – reviewed throughout the

Pautipaug Hill Road – Detour sign to go up

Thomas Avenue – complaints

Noah's Way - residents who reside at Noah's Way would like the town to take ownership of the road.

Public Works replaced mailboxes that were ruined during the blizzard.

Update on Town Vehicles – Truck 25 ordered new tires.

Map prepared by CLA Engineers - indicating all projects done in town.

SCRRRA – reviewed costs for fluorescent bulbs form for Transfer Stations Fiscal year 2013.

Reviewed CCM's FY14 Governor's Proposed Budget.

Board discussed the elimination of car taxes.

D. Allen would like town residents to have the option to vote on the budget at town meetings D. Dembinski commented that people have the ability to attend the Board of Finance meetings and give their input on an ongoing basis, there's a responsibility that goes along with making decisions about the budget and folks also have a responsibility to educate themselves on it, unanimously voted.

19. Public comment

Cheryl Blanchard – in favor of holding budget town meeting so that people can speak about what is important to them; time limit could be placed on a person respectfully; following a referendum allowing people to vote. If we want people involved, we have to welcome them.

Cheryl Blanchard finds it disturbing that a position was eliminated without any prior discussion; should have been notified that this was to take place.

20. Adjournment

Motion made by D. Dembinski, seconded by D. Allen to adjourn meeting at 7:45PM, unanimously voted.

Respectfully submitted by,

Catherine A. Osten
First Selectman