

**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
AUGUST 21, 2024**

Present: Ryan Curley-First Selectman, John Dillon, Robert Hetrick, Jr., Shaun Manning, Michael Pelton, Jim Tripp

Absent: Michael Hernandez

Others Present: Ryan O’Halpin (Dir. Of Public Works), Members of the Public and Media

1. FIRST SELECTMAN CALL MEETING TO ORDER

First Selectman Ryan Curley called the Regular Meeting to order at 7:00 p.m. in the Buck-Foreman Community Room located at 265 Main Street, Portland, Connecticut.

2. PLEDGE OF ALLEGIANCE

3. APPROVE MINUTES: (Regular) August 7, 2024

Shaun Manning made a motion, seconded by Michael Pelton, to approve the minutes, all were in favor, motion carried.

4. ACCEPT AGENDA

Shaun Manning made a motion to accept the agenda, seconded by Michael Pelton, all were in favor, motion carried. At this point, John Dillon made a motion to add an agenda item, *“Update of Information Pertaining to the Ballot Question.”* Ryan said this would be a new Item 9 and then the remaining agenda items would be renumbered. All were in favor, motion carried.

5. COMMUNICATIONS/CORRESPONDENCE:

6. PUBLIC COMMENT

7. OLD BUSINESS

A) Monthly Report – Committee on Solidarity

Glenn Eason gave an update on the events that have taken place and the plans that are being worked on for future events.

B) Appointments/Reappointments to Boards and Commissions

- Resignations
- Appointments
- Reappointments

8. NEW BUSINESS

A) RESOLUTION: RECOMMENDING AN APPROPRIATION AND BOND AUTHORIZATION FOR ENGINEERING, DESIGN AND CONSTRUCTION COSTS RELATED TO THE TOWN'S DRINKING WATER INFRASTRUCTURE IN ORDER TO IMPLEMENT A NEW WATER SOURCE FOR THE TOWN'S WATER SUPPLY SYSTEM

Ryan O'Halpin and Ryan Curley gave a current status report, including the estimated cost involved. The State has indicated that it is eligible for a low interest loan and grant. There is a process that needs to be followed to get the referendum on the ballot in November.

Jim Tripp read the resolution and made a motion to adopt it, seconded by Shaun Manning, all were in favor, none opposed, no abstentions, motion carried. It was suggested that a fact sheet be developed and made available to the public.

**RESOLUTION
BOARD OF SELECTMEN**

Town of Portland, Connecticut

August 21, 2024

RESOLUTION RECOMMENDING AN APPROPRIATION AND BOND AUTHORIZATION FOR ENGINEERING, DESIGN AND CONSTRUCTION COSTS RELATED TO THE TOWN'S DRINKING WATER INFRASTRUCTURE IN ORDER TO IMPLEMENT A NEW WATER SOURCE FOR THE TOWN'S WATER SUPPLY SYSTEM

RESOLVED, that the Board of Selectmen recommends that the Town of Portland (the "Town") appropriate \$6,000,000 for engineering, design and construction costs related to the Town's drinking water infrastructure in order to implement a new water source for the Town's water supply system (the "Project"). The appropriation may be spent on the construction of a new pump house and water treatment system that includes all necessary equipment, instrumentation and controls and a water main installation from the new water source at the Portland Recreation Complex to a connection point on Gospel Lane, Strickland Street and/or Bartlett Street. In addition, the appropriation may be spent on upgrades to the existing water system in the area of the new water main connection, road repairs and upgrades to the existing well infrastructure to strengthen the overall water supply infrastructure, design and construction costs, materials, equipment, survey and testing costs, engineering costs, construction administration costs, consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the Project.

FURTHER RESOLVED, that the Board of Selectmen recommends that the Town finance the appropriation by issuing the Town's bonds or notes in an amount not to exceed \$6,000,000, or so much thereof as may be necessary after deducting grants to be received for the Project. The bonds or notes may be in the form of project loan obligations issued to the State of Connecticut under the State's Drinking Water State Revolving Fund Program. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of

the Town. The bonds or notes shall be signed in the name and on behalf of the Town by the First Selectman, Deputy First Selectman and the Director of Finance, or any two of them, by their manual or facsimile signatures. The terms, details and particulars of such bonds or notes shall be determined by the First Selectman, Deputy First Selectman and the Director of Finance, or any two of them. Said bonds or notes shall be sold by the First Selectman, Deputy First Selectman and the Director of Finance, or any two of them, at public sale or by negotiation in their discretion.

B) SET PUBLIC HEARING REGARDING LOAN FROM STATE OF CONNECTICUT DRINKING WATER STATE REVOLVING FUND PROGRAM FOR ENGINEERING, DESIGN AND CONSTRUCTION COSTS RELATED TO THE TOWN'S DRINKING WATER INFRASTRUCTURE IN ORDER TO IMPLEMENT A NEW WATER SOURCE FOR THE TOWN'S WATER SUPPLY SYSTEM (September 4th at 6:30 p.m.)

John Dillon made a motion, seconded by Shaun Manning to set a public hearing for September 4th at 6:30 p.m., regarding loan from State of Connecticut Drinking Water State Revolving Fund Program for Engineering, Design and Construction Costs Related to the Town's Drinking Water Infrastructure in Order to Implement a New Water Source for the Town's Water Supply System, seconded by Shaun Manning. Vote unanimous, motion carried.

LEGAL NOTICE of PUBLIC HEARING
BOARD OF SELECTMEN
Town of Portland, CT

TOWN OF PORTLAND NOTICE OF PUBLIC HEARING REGARDING LOAN FROM STATE OF CONNECTICUT DRINKING WATER STATE REVOLVING FUND PROGRAM FOR ENGINEERING, DESIGN AND CONSTRUCTION COSTS RELATED TO THE TOWN'S DRINKING WATER INFRASTRUCTURE IN ORDER TO IMPLEMENT A NEW WATER SOURCE FOR THE TOWN'S WATER SUPPLY SYSTEM

The Board of Selectmen of the Town of Portland, Connecticut (the "Town") shall hold a public hearing on Wednesday, September 4, 2024 at the Buck-Foreman Community Room, 265 Main Street, Portland, Connecticut at 6:30 P.M. to obtain public comments and questions regarding a proposal to appropriate \$6,000,000 for engineering, design and construction costs related to the Town's drinking water infrastructure in order to implement a new water source for the Town's water supply system (the "Project"), and to authorize the issuance of the Town's bonds or notes in an amount not to exceed \$6,000,000 to finance the appropriation, or so much thereof as may be necessary after deducting grants to be received for the Project. The bonds or notes may be in the form of project loan obligations issued to the State of Connecticut under the State's Drinking Water State Revolving Fund Program. Public Access also through the Zoom link A - www.portlandct.org

C) RESOLUTION TO CALL SPECIAL TOWN MEETING SEPTEMBER 4, 2024 AND REFERENDUM VOTE NOVEMBER 5, 2024

Ryan Curley read the resolution into the record. Shaun Manning made a motion to call a special town meeting on September 4, 2024 and referendum vote November 5, 2024, seconded by Jim Tripp. Vote unanimous, motion carried.

TOWN OF PORTLAND, CONNECTICUT
BOARD OF SELECTMEN
AUGUST 21, 2024

RESOLUTION TO CALL A SPECIAL TOWN MEETING AND REFERENDUM VOTE

WHEREAS, the Board of Selectmen has recommended that the Town of Portland (the "Town") appropriate \$6,000,000 for engineering, design and construction costs related to the Town's drinking water infrastructure in order to implement a new water source for the Town's water supply system and finance the appropriation by issuing the Town's bonds or notes in an amount not to exceed \$6,000,000, or so much thereof as may be necessary after deducting grants to be received for the Project.

BE IT RESOLVED, that the attached detailed appropriation and bonding resolution for the Project (the "Resolution") is hereby approved and shall be submitted to a Special Town Meeting to be held on Wednesday, September 4, 2024 in accordance with the attached Warning of Special Town Meeting, which is also hereby approved. A copy of the full text of the Resolution shall be available for public inspection at the Town Clerk's Office.

FURTHER RESOLVED, that pursuant to Section 7-7 of the Connecticut General Statutes and Section 1204 of the Town Charter, the Board of Selectmen hereby submits the Resolution to a referendum vote on the voting tabulators or the paper ballot for approval or disapproval by the voters of the Town in conjunction with the general election to be held on Tuesday, November 5, 2024 between the hours of 6:00 A.M. and 8:00 P.M. (E.S.T.).

FURTHER RESOLVED, that the Resolution shall be placed upon the voting tabulators or the paper ballot under the following heading:

"SHALL THE TOWN OF PORTLAND APPROPRIATE \$6,000,000 FOR ENGINEERING, DESIGN AND CONSTRUCTION COSTS RELATED TO THE TOWN'S DRINKING WATER INFRASTRUCTURE IN ORDER TO IMPLEMENT A NEW WATER SOURCE FOR THE TOWN'S WATER SUPPLY SYSTEM AND AUTHORIZE THE ISSUANCE OF BONDS OR NOTES OF THE TOWN IN AN AMOUNT NOT TO EXCEED \$6,000,000 TO FINANCE THE APPROPRIATION, OR SO MUCH AS MAY BE NECESSARY AFTER DEDUCTING GRANTS TO BE RECEIVED FOR THE PROJECT?"

YES NO

Voters approving said Resolution will vote "Yes" and those opposing said Resolution will vote "No".

Voters qualified to vote who are not electors shall vote at the Portland Middle School, 93 High Street, Portland, Connecticut in accordance with the procedures contained in Section 9-369d of the Connecticut General Statutes, which procedures the Town hereby chooses to apply. Absentee ballots will be available in the Town Clerk's Office.

FURTHER RESOLVED, that the Town Clerk is authorized to prepare a concise, explanatory text of the Resolution which has been submitted to a referendum vote on the voting tabulators of the Town. Subject to the approval of the Town Attorney, the Board of Selectman authorizes the First Selectman to prepare and print explanatory materials regarding this resolution, such explanatory text and explanatory materials to be prepared in accordance with Connecticut General Statutes Section 9-369b.

**LEGAL NOTICE of SPECIAL TOWN MEETING WEDNESDAY, SEPTEMBER 4, 2024
AND REFERENDUM VOTE, TUESDAY, NOVEMBER 5, 2024**

The electors and those persons eligible to vote in town meetings of the Town of Portland, Connecticut, are hereby warned and notified that a Special Town Meeting will be held at the at the Buck-Foreman Community Room, 265 Main Street, Portland, Connecticut on Wednesday, September 4, 2024 at 6:45 P.M. for the following purpose:

ITEM 1. To discuss a Resolution:

- (a) To appropriate \$6,000,000 for engineering, design and construction costs related to the Town's drinking water infrastructure in order to implement a new water source for the Town's water supply system;
- (b) To finance said appropriation by issuing bonds or notes in an amount not to exceed \$6,000,000, which bonds or notes may be in the form of project loan obligations issued to the State of Connecticut under the State's Drinking Water State Revolving Fund Program;
- (c) To authorize the First Selectman, Deputy First Selectman and Director of Finance, or any two of them, to determine the terms, conditions, and other details of the bonds or notes;
- (d) To declare the Town's intent to finance the project so that project costs may be temporarily advanced; to authorize the First Selectman, Deputy First Selectman and Director of Finance, or any two of them, enter into agreements to bind the Town in connection with financing the project; and to determine that, if necessary, financing of the project on a taxable basis is in the public interest; and
- (e) To authorize the First Selectman, Deputy First Selectman and Director of Finance, or any two of them, to apply for and accept or reject grants-in-aid for the project, and to authorize the First Selectman to execute agreements and other documents on behalf of the Town for the project and the financing of the project.

A copy of the complete resolution to be voted on is available for public inspection in the Town Clerk's Office and on the Town's website at www.portlandct.org.

The Moderator shall adjourn the Special Town Meeting at its conclusion and the above item as required by Section 1204 of the Town Charter shall be submitted to a referendum vote on the voting tabulators or paper ballots by Town electors and qualified voters for approval or disapproval on Tuesday, November 5, 2024 between the hours of 6:00 A.M. and 8:00 P.M. Item

1 above shall be placed upon the voting tabulators or paper ballots under the following heading:

QUESTION 1.

“SHALL THE TOWN OF PORTLAND APPROPRIATE \$6,000,000 FOR ENGINEERING, DESIGN AND CONSTRUCTION COSTS RELATED TO THE TOWN’S DRINKING WATER INFRASTRUCTURE IN ORDER TO IMPLEMENT A NEW WATER SOURCE FOR THE TOWN’S WATER SUPPLY SYSTEM AND AUTHORIZE THE ISSUANCE OF BONDS OR NOTES OF THE TOWN IN AN AMOUNT NOT TO EXCEED \$6,000,000 TO FINANCE THE APPROPRIATION, OR SO MUCH AS MAY BE NECESSARY AFTER DEDUCTING GRANTS TO BE RECEIVED FOR THE PROJECT?”

YES NO

Voters approving said Resolution will vote "Yes" and those opposing said Resolution will vote "No".

Voters qualified to vote who are not electors shall vote at the Portland Middle School, 93 High Street, Portland, Connecticut in accordance with the procedures contained in Section 9-369d of the Connecticut General Statutes, which procedures the Town hereby chooses to apply. Absentee ballots will be available in the Town Clerk’s Office.

D) REFUNDS OF EXCESS PAYMENTS:

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Anderson, Julia C [\$218.46][\$1,533.09]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Albert, Robert D [\$77.90]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Law, George A [\$91.08]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Kreder, Brandie L [\$90.79]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Pandolfi, Jeffrey T [\$10.00]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Giannitti, Theresa R [\$230.79]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Bordonaro, Mark D & Bordonaro, Diane J [\$67.78]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Smith, Susan E & Smith, Paul G [\$238.58]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Welintukonis, Micah J [\$164.63]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Deglivomini, Steve [\$81.98]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse ACAR Leasing LTD [\$293.05][\$510.27]. Vote unanimous, motion carried.

Robert Hetrick made a motion, seconded by Michael Pelton, to reimburse Bradway, Mark V [\$35.38]. Vote unanimous, motion carried.

9. UPDATE OF INFORMATION PERTAINING TO THE BALLOT QUESTION

John Dillon believes the public needs additional information regarding the referendum question that will be on the ballot in November; he suggests something simple, maybe a bullet list for review at the first BOS meeting in September. Ryan said he reached out to Dr. Britton and wants to touch base with him again. He also needs information from the financial advisor regarding interest rates, as well as up-to-date reimbursement rates from the state. Ryan will check with Dr. Britton, and will get feedback from the BOE and the finance director. He agrees that we need to make sure the public is informed. John Dillon said we need to set the picture as to where we stand and where we are going regarding bonding. Ryan said there are strict rules as to what is on the ballot. It also has to be approved by the town clerk. Ryan hopes to have a rough draft for the September 4th BOS meeting.

10. STATUS & COMMITTEE REPORTS

Ryan Curley reported on the following:

- Brainerd Place. Night-time construction will take place from September 8-12, 6:00 p.m. to 6:00 a.m. The milling and paving will take place at night due to less traffic than during the day.
- Jobs Pond: The Air Line Trail will be closed starting next week. Materials have been delivered. Snyder will be doing the work. It is expected that the pumps will be turned by August 30.
- Retirement Announcement. Ruth Maio is retiring from being the Volunteer Coordinator of the Food Bank at the end of August. That will be a big loss for the town. Ryan thanked Ruth and said further details will be forthcoming. Jim Tripp volunteered to do the books and Kevin Bachman will be handling the day-to-day operations.

Jim Tripp reported as follows:

- Parks & Rec: They had a brief discussion regarding the update of the field policy. The town attorney is working on it and they want to get it out. There is one more concert, which weather-permitting, will take place next Tuesday and features the Great Hill

Mountain Band. Andy updated the commission on plans to improve the entrance into the river park in conjunction with the Brownstone Quorum. There is good support for the upcoming road race.

- Water & Sewer: Discussion took place of the town meeting and the resolution BOS adopted and the logic behind it. Regarding the Coe Ave. pump station, they are waiting for materials and the contract is progressing well.

11. PUBLIC COMMENT

12. BOARD OF SELECTMEN GENERAL INFORMAL DISCUSSION

Shaun Manning asked for a date to review the Purchasing policy. Ryan will put it on the September 4th meeting agenda.

Regarding the Eversource rate hikes, John Dillon made a motion to have Ryan, on behalf of the BOS, draft a letter to be sent to the governor recommending a hearing about the price hikes. It was seconded by Jim Tripp. Vote unanimous, motion carried.

Status of Sidewalks: The project is progressing nicely. They will be going just 200' short of the Gildersleeve School. The exact completion date is not known.

High Street Paving: Tilcon has been authorized to pave on Saturday, to be completed before the start of school. Ryan apologized for any inconvenience caused to the High Street residents. They need five more days. The curbing will be done after that.

High St. Water Main: Ryan O'Halpin approved the 90% drawings. Town Engineer Jacobson is working on finalizing the drawings. Another round of grants will be coming out and Ryan will look into them. Plans and specs will be sent out when they become available. Ryan then talked about the big right-of-way about 25' on each side and how they plan on doing a lot of the water main off of the road. They will have to bring the services across the road.

13. FOLLOW-UP ITEMS

- **Ethics Ordinance**
- **Review Town Charter**

14. ADJOURN MEETING

At 7:54 p.m., a motion was made by Shaun Manning to adjourn the meeting, seconded by Robert Hetrick, all were in favor and the meeting was adjourned at 7:54 p.m.

Respectfully submitted,

Sharon Hoy

Sharon Hoy, Board Clerk