

THE FOLLOWING MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Monday, May 4, 2020. The meeting was held remotely due to COVID-19 mandates and precautions. First Selectman Rosenthal called the meeting to order at 7:30p.m.

**PRESENT:** First Selectman Daniel C. Rosenthal, Selectman Maureen Crick Owen and Selectman Jeff Capeci

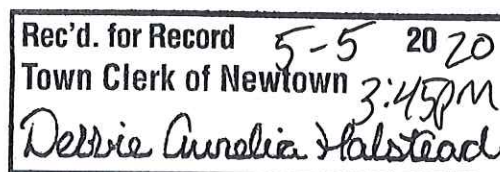
**ALSO PRESENT:** Finance Director Bob Tait

**VOTER COMMENTS:** none.

**ACCEPTANCE OF MINUTES:** Selectman Crick Owen moved to accept the meeting minutes of 4/20/20. Selectman Capeci seconded. All in favor.

**COMMUNICATIONS:** There hasn't been any big changes relative to COVID-19. The staff is still on split shifts, wearing masks when out of their immediate area and encouraged to use email or phone rather than have in person interaction. There will soon be guidance on bringing staff back, particularly staff that can work outdoors. The budget, relative to COVID remains manageable. The next budget and revenues will depend on how everything gets back to normal. The Legislative Council will hold a hearing for the budget on May 6 and may also act on the budget, which would result in a mil rate of 34.76. There are two capital projects, the Emergency Communications upgrade and the Fairfield Hills sewer upgrade. First Selectman Rosenthal will propose an amendment to the Emergency Communication project. The Governors orders state in order to act on a capital project it has to prevent significant financial loss or relate to public health and safety. First Selectman Rosenthal spoke to the consultant, the full project needs to be addressed; the money necessary to move dispatch and get the project underway is in year one of the CIP, \$2.5 million. The balance of the project, at a cost of \$5 million, can wait until year two of the CIP. His request to the Council will be to amend the appropriation to \$2.5 million and vote on the balance in November or next April. There is a risk of losing a \$900,000 grant on the sewer project and the Council will have to act on that project to prevent significant financial loss. Selectman Capeci questioned if there is a risk the \$5 million for the rest of the Communications project won't go through. First Selectman Rosenthal said the project is necessary, much to do with the portable radios in the firetrucks and ambulances. There is a broad constituency that can help continue to advocate for the project. He is confident the public will respect a conservative approach. Hartford has suggested municipalities create long term recovery committees. Selectman Crick Owen has offered to chair the Ad Hoc committee and report to the Board of Selectmen. First Selectman Rosenthal will prepare a list of people to serve and the committee will be appointed at an upcoming meeting. There is the possibility a special meeting will be called relative to unresolved Community Center issues.

**FINANCE DIRECTORS REPORT:** The Legislative Council approved the tax deferral program. This program extends the grace period to 90 days for those most effected by COVID-19. There will be no application process; it will the honor system. This includes real estate, sewer, water and property taxes. Mr. Tait did a cash flow analysis and doesn't think there will be a problem with cash flow. Once the Council approves the budget notice will be advertised on the tax deferral program.



**NEW BUSINESS**

**Discussion and possible action:**

**1. Transfer:** Selectman Crick Owen moved to transfer \$10,625 from Contingency and \$1,300 from Retirement Contributions (Social Services) to Various Retirement Contribution Accounts totaling \$11,925 (att.). Selectman Capeci seconded. All in favor.

**2. Transfer:** Selectman Crick Owen moved to transfer \$4,435 from Various Group Insurance Accounts to Various Group Insurance Accounts & Contingency (att.). Selectman Capeci seconded. There are typically adjustments to group insurance each year due to new employees and insurance rate and premiums changes. All in favor.

**3. Transfer:** Selectman Crick Owen moved to transfer \$86,192 from Contingency to Capital Non-Recurring, \$9,000, Grant Fund, \$52,192 and Unemployment Compensation, \$25,000. (att.). Selectman Capeci seconded. Mr. Tait reported each year \$10,000 is appropriated to the Unemployment account. All in favor.

**4. Fair Housing Officer Resolution:** Selectman Crick Owen moved the Town of Newtown hereby name Kimberly Chiapetta, Economic and Community Development & Fairfield Hills Coordinator, as the Fair Housing Officer for the Town of Newtown. Selectman Capeci seconded. All in favor.

**5. Fair Housing Resolution:** Selectman Crick Owen moved to adopt the Fair Housing Resolution (att.) and further moved to waive the reading of the entire resolution. Selectman Capeci seconded. All in favor.

**6. Appointments/Reappointments/Vacancies/Openings:** none.

**7. Driveway Bond Release/Extension:** Selectman Crick Owen moved to extend the driveway bond for Jeff Hallquist/Mike Wilson, 149 Toddy Hill Road, for six months with an expiration date of Dec. 7, 2020. Selectman Capeci seconded. All in favor.

**8. Tax Refunds:** Selectman Crick Owen moved the May 4, 2020 Tax Refund #16, 2019/20 in the amount of \$1,305.13. Selectman Capeci seconded. All in favor.

**VOTER COMMENTS:** none.

**ANNOUNCEMENTS:** The Public Building & Site Commission will tour the new police facility on May 14 if the selectmen are interested.

**ADJOURNMENT:** Having no further business the regular Board of Selectmen meeting adjourned at 7:57p.m.

Att: (3) transfers, Fair Housing Resolution

Respectfully submitted,  
*Sue Marcinek, Clerk*



**TOWN OF NEWTOWN  
APPROPRIATION (BUDGET) TRANSFER REQUEST**

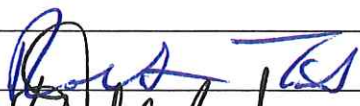
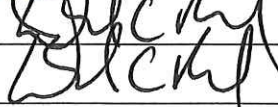

FISCAL YEAR 2019 - 2020 DEPARTMENT Finance DATE 4/21/20

	Account	Amount	
FROM:	101245700000-5899CONTINGENCY	(10,625)	USE NEGATIVE AMOUNT
	101111100000-5230RETIREMENT CONTRIBL Social Services	(1,300)	
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TO:	101112050000-5230RETIREMENT CONTRIBL Technology	1,150	USE POSITIVE AMOUNT
	101123000000-5230RETIREMENT CONTRIBL Communications	5,000	
	101144100000-5230RETIREMENT CONTRIBL CAC	25	
	101135000000-5230RETIREMENT CONTRIBL Highway	2,000	
	101165500000-5230RETIREMENT CONTRIBL Parks & Recr.	2,500	
	101136500000-5230RETIREMENT CONTRIBL Bldg Maint.	1,250	
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REASON:

Transfers relating to new employees not eligible for the pension plan that are participating in the defined contribution 401a retirement plan.

AUTHORIZATION: date:

(1) DEPARTMENT HEAD		<u>4/21/2020</u>
(2) FINANCE DIRECTOR		<u>5-4-2020</u>
(3) SELECTMAN		<u>5-4-2020</u>
(4) BOARD OF SELECTMEN		
(5) BOARD OF FINANCE		
(6) LEGISLATIVE COUNCIL		

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)

>>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

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APPROPRIATION (BUDGET) TRANSFER REQUEST**

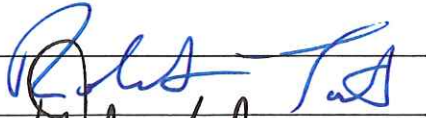

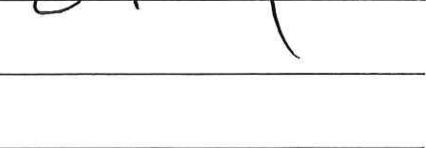
FISCAL YEAR 2019 - 2020 DEPARTMENT Finance DATE 4/21/20

	Account		Amount	
FROM:	.	SEE ATTACHED	(4,435)	USE NEGATIVE AMOUNT
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TO:	.	SEE ATTACHED	4,435	USE POSITIVE AMOUNT
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REASON:

Transfers between various group insurance accounts (except for \$360 from Contingency) to balance amounts relating to life insurance and long term disability premiums.

AUTHORIZATION:

(1) DEPARTMENT HEAD		date: <u>4/21/2020</u>
(2) FINANCE DIRECTOR		<u>5-4-2020</u>
(3) SELECTMAN		<u>5-4-2020</u>
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FUND 101				
<u>DEPARTMENT</u>	<u>ACCOUNT</u>		<u>TRANSFER TO</u>	<u>TRANSFER FROM</u>
100	5210	GROUP INSURANCE	60.00	
108	5210	GROUP INSURANCE	60.00	
140	5210	GROUP INSURANCE	175.00	
200	5210	GROUP INSURANCE	100.00	
230	5210	GROUP INSURANCE	100.00	
310	5210	GROUP INSURANCE	1,200.00	
320	5210	GROUP INSURANCE	50.00	
340	5210	GROUP INSURANCE	70.00	
370	5210	GROUP INSURANCE	350.00	
410	5210	GROUP INSURANCE	90.00	
433	5210	GROUP INSURANCE	300.00	
490	5210	GROUP INSURANCE	800.00	
515	5210	GROUP INSURANCE	100.00	
550	5210	GROUP INSURANCE	800.00	
670	5210	GROUP INSURANCE	180.00	
110	5210	GROUP INSURANCE		(1,150.00)
150	5210	GROUP INSURANCE		(65.00)
170	5210	GROUP INSURANCE		(185.00)
190	5210	GROUP INSURANCE		(500.00)
205	5210	GROUP INSURANCE		(100.00)
220	5210	GROUP INSURANCE		(600.00)
300	5210	GROUP INSURANCE		(275.00)
460	5210	GROUP INSURANCE		(550.00)
500	5210	GROUP INSURANCE		(200.00)
650	5210	GROUP INSURANCE		(450.00)
570	5899	CONTINGENCY		(360.00)
			4,435.00	(4,435.00)
To balance out group insurance accounts for life insurance premiums and long term disability premiums.				



# TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR 2019 - 2020 DEPARTMENT Finance DATE 4/21/20

	Account	Amount	
FROM:	101245700000-5899CONTINGENCY	86,192	USE NEGATIVE AMOUNT
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TO:	101258600000-5870TRANSFER OUT - CAPITAL NON-RECURRING	9,000	USE POSITIVE AMOUNT
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	101258900000-5870TRANSFER OUT TO GRANT FUND	52,192	
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	101112400000-5250UNEMPLOYMENT COMPENSATION	25,000	
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REASON:

From Contingency:

(1) Town's matching grant of the Naugatuck Valley Council of Government's grant of \$45,000 for the cleanup of the brownfield located at 28A Glen Road.

(2) Town's FEMA grant match relating to stump and wood grinding (most of the Town match was unkind services such as town equipment useage). This will close out the FEMA grant.

(3) Additional amount needed for unemployment (a definate amount is not known)

AUTHORIZATION:

(1) DEPARTMENT HEAD

(2) FINANCE DIRECTOR

(3) SELECTMAN

(4) BOARD OF SELECTMEN

(5) BOARD OF FINANCE

(6) LEGISLATIVE COUNCIL

*[Signature]*

*[Signature]*

*[Signature]*

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date:

4/21/2020

5-4-2020

5-4-2020

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NEWTOWN MUNICIPAL CENTER  
3 PRIMROSE STREET  
NEWTOWN, CONNECTICUT 06470  
TEL. (203) 270-4201  
FAX (203) 270-4205



DANIEL ROSENTHAL  
FIRST SELECTMAN

**TOWN OF NEWTOWN**  
OFFICE OF THE FIRST SELECTMAN

**FAIR HOUSING RESOLUTION**  
**TOWN OF NEWTOWN**

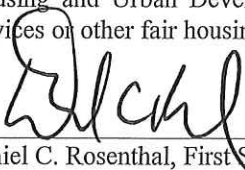
- Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
- Whereas, Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and home ownership 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 sources 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 Newtown 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 Newtown hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and 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 Economic and Community Development & Fairfield Hills Coordinator, Kimberly Chiappetta, is responsible for responding to and assisting any person who alleges to be the victim of illegal discriminatory housing practices in the Town of Newtown 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 US 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.

  
\_\_\_\_\_  
Daniel C. Rosenthal, First Selectman

\_\_\_\_\_  
Maureen Crick Owen, Selectman

\_\_\_\_\_  
Jeff Capeci, Selectman

Adopted by the Town of Newtown on May 4, 2020

