

**Board of Selectmen  
Regular Meeting  
Thursday, September 8, 2022  
Preston Town Hall - Lower Level**

**Call to Order** - Sandra Allyn-Gauthier called the meeting to order at 7:00 P.M.

**1. Roll Call**

Sandra Allyn-Gauthier

Jerry Grabarek

Ken Zachem

**Also Present**

Keith Wucik - Fire Marshall

Sean Nugent - PRA Chairman

Cindy Varricchio - Financial Director

Kimberly Lang - Recording Secretary

**2. Acceptance of Previous Minutes**

● **August 25, 2022 - Regular Meeting**

The following corrections were noted:

→ Page 1, under corrections, it should read Carol Matsumoto

→ Page 2, #6 New Business, in the motion, it should read Section no.2 of the bid waiver not Section no.1.

***Ken Zachem motioned to approve the Regular Meeting Minutes of August 25, 2022 as amended. Jerry Grabarek seconded the motion. The motion was carried unanimously.***

**3. Correspondence - None**

**4. Reports - None**

**5. Appointments and/or Resignations - None**

**6. New Business**

***Ken Zachem motioned to move #4 of New Business, Assistance to Firefighter Grant, forward in the Agenda. Jerry Grabarek seconded the motion. The motion was carried unanimously.***

**a. Assistance to Firefighter Grant**

Keith Wucik explained that the Assistance to Firefighter Grant has come through and it will be used to purchase 3 automated chest compression machines. He explained that now first

responders must perform CPR for 20 minutes before they can transport a person. He explained that the machine is strapped to the chest of the victim and compresses the chest 1 ½ - 2 inches, allowing responders not to become exhausted themselves in that 20 minute time frame. The cost of the 3 machines is \$48,000; the Grant will cover \$45,714.28; the 5% match comes to \$2,285.72.

There was a brief discussion as to how best to cover the 5% match portion. It was decided that Chief Wucik would take the funds from his New Equipment Line item and later in the year if he requires more funds he can request money then. It was also decided that Sandra Allyn-Gauthier will make the Board of Finance aware of this very generous grant and the unexpected 5% match expense of \$2,285.72 at their September meeting.

**b. Preston Redevelopment Agency (PRA) Vacancy**

Sean Nugent pointed out that Mr. Bill Legler's term expires on Oct. 26th of this year and Joe Biber's term expired during COVID. Both men are willing to continue to serve on the PRA, which fully supports their reappointments. Therefore, the PRA is requesting the reappointment of Mr. Legler for a term of 5 years and Mr. Biber for a term of 4 years to align with the Town Ordinance.

***Ken Zachem motioned to add to the call of the Town Meeting the reappointments to the PRA, Joe Biber until Oct. 26, 2026 and Bill Legler until Oct. 26, 2027. Jerry Grabarek seconded the motion. The motion was carried unanimously.***

**c. CPACE**

Sandra Allyn-Gauthier explained that C-PACE, Commercial Property Assessed Clean Energy, is requesting a partial release of their 2015 original agreement with the Town. Basically they will take on the billing and collecting, so the Town won't have that responsibility any more. Because the original agreement went to a Town Meeting the new agreement needs to go before the Town as well.

**d. Special Town Meeting, September 15, 2022**

The Board reviewed the Legal Notice for the Special Town Meeting; which is the appointment of Frank Ennis - 10/26/23; reappointments of Joe Biber - 10/26/2026 and Bill Legler - 10/26/2027; and the Partial Release Agreement with C-PACE giving Sandra Allyn-Gauthier authorization to execute any documents necessary.

***Ken Zachem motioned to approve the Call of the Special Town Meeting to be held Thursday September 15, 2022 at 7:00 P.M. at Preston Plains School. Jerry Grabarek seconded the motion. The motion was carried unanimously.***

#### **e. Clear Gov**

Cindy Varricchio shared that after the last several audit years, citizens are asking for more transparency into the finances of the Town. She feels this program which she has previously used will provide just that. The program would keep Town and School information separate however there would be fluent communication between the two. The changes to the information can be seen in real time; it leaves a full audit trail; it links with Infinite Vision; once information is entered it can forecast projected scenarios; it is fully integrated to give department heads, boards, commissions, and citizens access to financial information.

It was noted that the program has an excellent tracking and projecting Capital Plans module. Once it is determined the required fields for submitting a Capital Plan request; the applicant would need to fill in all required fields so that all the pertinent information is there. It would easily be seen why the request was put in and the need. It could include in the required fields sharing an actual picture, dimensions, plans, cost savings to the town, if it's a vehicle or equipment when will it need to be replaced; all of these aspects will justify a Capital Expense to anyone who reads it; allowing citizens to see how their tax dollars are being used. The Program will also allow for tracking of Capital Projects and showing progress and completions as they occur.

The Program has a Budget Book that would allow easier tracking of the various budgets within the General Government Budget. Once 5 years of data is uploaded, the Town could look at trendings and see where major increases may be coming and plan accordingly.

Ms. Varricchio shared that the Board of Education will vote on this Program at their Oct. 3rd meeting. It was mentioned that Ledyard uses it and has had a very positive outcome. A 10 month Implementation Timeline was shared and discussed. Clear Gov is an excellent tool, especially if LoCIP funds are used to pay for it. Ms. Varricchio has requested a 5 year subscription, but she's not sure if Clear Gov will accept that.

The first step is the hardest which is to create the Town's fiscal history, but once that's done it will be easier.

There was a brief discussion on the many pros of this Program and that it would make the Town better poised to deal with the changes that occur within Town when RiverWalk is developed.

***Ken Zachem motioned to approve the purchase of Clear Gov using LoCIP funds with future yearly allotments if approved by LoCIP funds not to exceed \$15,200 contingent upon a bid waiver from the Board of Finance. Jerry Grabarek seconded the motion. The motion was carried unanimously.***

#### **7. Old Business - None**

**8. Tax Refund**

**9. Public Comment - None**

**10. Adjournment**

***Ken Zachem motioned to adjourn at 8:10 P.M. Jerry Grabarek seconded the motion. The motion was carried unanimously.***

Respectfully Submitted,

*Kimberly Lang*

Recording Secretary