

**BOARD OF SELECTMEN MEETING
MINUTES
SEPTEMBER 9, 2013 – 7:30 PM
BROOKFIELD HIGH SCHOOL MEDIA CENTER**

CALL TO ORDER: William R. Davidson, First Selectman; Howard Lasser, Selectman; George Walker, Selectman; William G. Leverage, Controller; members of the public; E. Cole Prescott, Recording Secretary

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: There was no comment at this time.

ANNOUNCEMENTS: Mr. Davidson made the following announcements:

- Brookfield High School Students will be holding a candlelight vigil at 6:00 PM on September 11th.
- No Texting While Driving Proclamation: William R. Davidson read the "No Texting While Driving Proclamation". The Town of Brookfield designates September 19, 2013 as the "No Texting While Driving Day".
- Town Referendum on September 17 for Parks Revitalization Program: The hours of the referendum are from 6AM to 8PM, and later this week all households in Brookfield will be sent a neutral mailer with details of the revitalization of Cadigan Field and the Town Beach.
- Household Hazardous Waste Collection Day is on September 28 from 9AM to 3PM. This is an annual event; it is held in New Milford at the Railroad Station. Residents are encouraged to recycle items that they cannot put in the trash. Electronics cannot be recycled on this day, but may be recycled at the New Milford Public Works Department with a permit issued from the Brookfield's Public Works Department.
- Brookfield 225th Celebration: Events for Brookfield's 225th celebration can be found online at 225brookfield.org.
- Brookfield Farmers Market: The market will continue throughout the month of September, every Friday from 4 to 6 PM.

CORRESPONDENCE: There was no correspondence.

MONTHLY FINANCIAL RESULTS: Controller William Leverage reported the monthly financial results. Mr. Leverage noted requests for the year-end transfers, which were presented last month for review.

Mr. Lasser made a motion to add to the agenda the year-end transfers as recommended by the Town Controller. Mr. Walker seconded the motion, and it carried unanimously.

NEW ITEMS

CLEAN ENERGY COMMUNITIES PROGRAM: Marcy Wilkins, Chair of the Town's Energy Committee, was present. She noted that the reason members of the Brookfield Energy Committee are present at this meeting is to present to the Board of Selectmen the possibility of Brookfield's becoming a clean energy community. Bob Walt, the Associate Director of Outreach for the Clean Energy Finance and Investment Authority, was present to discuss details of the program. Mr. Walt explained that the first step to becoming a clean energy community is for the Town to sign the pledge to commit to the program. The goal of the pledge is that by the year 2018 the municipal facilities will have reduced energy use by 20 percent. The target for renewable energy is to achieve 20% renewable energy by 2018. Mr. Walt noted that the Town is already on its way to achieving this percentage, particularly by participating in the C-Pace program. If

Brookfield became a clean energy community, it would be able to earn energy efficiency and renewable energy points that can be redeemed for clean energy systems and grants for energy-saving projects. Mr. Davidson suggested that a workshop be held with the Board of Selectmen, Marcy Wilkins, Ralph Tedesco and Art Colley to determine the best way to proceed with this matter.

POLICE OUTSIDE SERVICE FUND: Mr. Davidson noted that the Police Department has requested funding to replace the air conditioning units and to open the rear wall of the server room. **Mr. Lasser made a motion to retroactively recommend to the Board of Finance the appropriation of \$21,500 for replacement of the AC unit in the Brookfield Police Department server room from the Police Outside Service Fund. Mr. Walker seconded the motion, and it carried unanimously.**

BROOKFIELD CARES: Mr. Davidson stated that the Brookfield Substance Abuse Coalition and the Suicide Prevention Coalition have joined together to become Brookfield Cares. Mr. Davidson read the Brookfield Cares mission statement. Mr. Davidson noted that Brookfield Cares needs to be recognized as an organization of the Town in order to be covered by the Town's liability insurance. **Mr. Lasser moved to recognize "Brookfield Cares" as an organization of the Town. Mr. Walker seconded and it carried unanimously.**

DECD GRANT: Mr. Walker recused himself from this matter. Mr. Davidson noted that this matter is on the agenda for administrative purposes to combine grants. **Mr. Lasser made a motion to authorize the First Selectman to sign all DECD grant documents relating to the combining of two STEAP grants to one for administrative purposes. Mr. Davidson seconded the motion, and it carried 2-0-1, with G. Walker abstaining.**

MERWIN BROOK ROAD – SALE OF PROPERTY FOR OPEN SPACE: Mr. Davidson reported that a private resident has come to the Town to offer the sale of his property, which if bought, could offer another entrance to Williams Park. The Selectmen reviewed a GIS map of the property. Mr. Davidson noted that there are some wetlands on the property. Mr. Davidson noted that A. Dew, Chair of the Conservation Commission, has passed along some information to him regarding this matter. Mr. Davidson noted that the Conservation Commission has also discussed this possibility. Mr. Davidson noted that the Conservation Commission will also be exploring options for potential funding to buy the property. Mr. Davidson stated that he believes one of the first steps is to walk the property. Mr. Walker noted the currently assessed value of the property, according to the field card. Mr. Davidson stated that he will reach out to A. Dew to coordinate the details of the site walk.

APPROVAL OF CAPITAL BUDGET ITEMS: Mr. Davidson made note of the items to be bonded: Center Volunteer fire furnace, Public Works gas heat conversion, Public Works parking lot paving, Parks and Recreation backhoe, Board of Education building and site renovations/replacements (auditorium). **Mr. Lasser made a motion to recommend to the Board of Finance an expenditure of \$835,685 for capital items to be funded by bonding as determined by the Board of Finance when the 2013-14 Budget was established, as noted. Mr. Walker seconded the motion, and it carried unanimously.**

Mr. Davidson made a motion to set Wednesday, September 18th at 6:00 PM for a special town meeting to approve this appropriation of \$835,685 contingent upon approval of same by the Board of Finance. Mr. Lasser seconded the motion, and it carried unanimously.

Mr. Lasser made a motion to add as agenda item 2.g., Union Savings Bank resolution for approval for the First Selectman to sign the resolution to open up a bank account. Mr. Walker seconded the motion, and it carried unanimously.

RESOLUTION – BANK ACCOUNT: Mr. Davidson explained that by approving this document, the Board of Selectmen is affirming that the Town meets the specific qualifications of the document. Mr. Lasser stated that he had spoken with Controller Leverage about the purpose of the document, and Mr. Leverage noted that it was to create a bank account for the Small Cities Rehabilitation grant program funds. **Mr. Walker made a motion to affirm that the Town meets the detailed resolution of opening up a bank account with Union Savings Bank. Mr. Lasser seconded the motion, and it carried unanimously.**

UPDATES

PARKS REVITALIZATION PROGRAM (CADIGAN FIELD AND TOWN BEACH): Mr. Davidson stated that there is a referendum on September 17th, and there will be a neutral mailer that will be sent to the households about the referendum, which has been approved by the State Elections Enforcement Commission. **Mr. Lasser moved that the Selectmen approve an informational brochure to [be sent to] all the residents explaining the 09/17 Parks Revitalization Program Referendum. Mr. Walker seconded the motion, and it carried unanimously.**

MEADOWBROOK MANOR: Mr. Davidson stated that the Town is continuing on the path to get approvals to do mitigation in Meadowbrook Manor. Mr. Davidson reported that HVCEO is doing a regional study primarily funded by FEMA and HVCEO of all the hazard mitigation projects that may be needed in the region. Mr. Davidson also noted that the Town has pre-applied for funding under the FEMA program. Mr. Davidson stated that all approvals are required under the FEMA program from DOT and DEEP.

LIBRARY COTTAGE: Mr. Davidson reported the list of work that has been done, which was reviewed at last month's meeting. The Selectmen this evening held an executive session to determine a minimum price, and they determined during that time that the minimum auction price will be set at \$30,000. The Town's Attorney is working on acquiring the slope rights in order to construct the driveway.

BROOKFIELD CELL TOWER: Mr. Davidson stated that Ginny Giovanniello has been in touch with the Homeland Cell Tower Company, which is continuing to assemble the contract.

SILVERMINE WATERLINE: Mr. Davidson reported that when the Town did the assessments the first time, after the legal period to question the assessments ended, some private residents approached the Selectmen about the price. Earlier this year through the public hearing process, the Selectmen modified the ordinance to allow the Selectmen the flexibility to make modifications to the assessments in order to make the assessments of certain private residences more equitable. In some cases some of these private residences have real estate assessments that are lower than condominiums, but their water assessments are double. Mr. Davidson noted that there were four factors to determine the assessments, and one of those factors was frontage. These three properties on Silvermine Road to which a revised assessment is proposed, have a large amount of frontage. **Mr. Lasser made a motion to schedule the public hearing on September 18th at 6:30 PM at Town Hall to consider the revised water assessments for Silvermine Road. Mr. Walker seconded the motion, and it carried unanimously.**

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES:

- **07/31/13** – Mr. Lasser re-worded the second-to-the-last motion on this page to read: “Bill Davidson made motion that the Selectmen approve a policy ‘that no more than ten percent of the small communities development grant funds will be loaned to “at-risk properties” as determined by the administrator and no single property would be more than 5%’ of the Town’s current open Small Cities Program grant funds to any one applicant.”
- **08/05/13**

NEW HIRE REPORT: No staff changes.

SELECTMEN APPROVALS FOR ROUTINE MATTERS: None

DRIVEWAY BOND RELEASES:

- 8 Johns Road
- 22 Meadowview Drive
- 18 Old Middle Road
- 47 Tower Road
- 57 North Mountain Road
- 14 Dairy Farm Drive
- 31 Hidden Brook Drive
- 42 High Ridge Road
- 27 Tori Lane
- 1 Spruce Drive
- 8 Vista Drive
- 21 Dorset Lane
- 6 Tommys Lane
- 19 Farview Road
- 1 Back Swan Court
- 10 Broadview Road
- 18 Big Buck Lane
- 12 Deerfield Road
- 1 Edna Court
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INLAND-WETLANDS COMMISSION: 28 Lillinonah Drive

CONSENT AGENDA MOTION: Mr. Lasser made a motion to accept the consent agenda with the noted change [of the 07/31/13 draft minutes]. Mr. Walker seconded the motion, and it carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS:

- Jim Eagan, Alternate Member of the Zoning Board of Appeals

- Veterans' Service Contact Person: Chief Robert Montgomery

Mr. Lasser made a motion to approve the two appointments. Mr. Walker seconded the motion, and it carried unanimously.

PUBLIC COMMENT: Michael Del Valle of 6 Apache Drive addressed the Selectmen.

ADJOURNMENT: Mr. Lasser made a motion to adjourn at 8:44 PM. Mr. Walker seconded the motion, and it carried unanimously.

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