

**BOARD OF SELECTMEN MEETING
MINUTES
JANUARY 6, 2014 – 7:30 PM
BROOKFIELD HIGH SCHOOL MEDIA CENTER**

CALL TO ORDER: First Selectman William Tinsley called the meeting to order at 7:30 PM.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PRESENT: First Selectman William Tinsley, Selectman Martin Flynn, Selectman William R. Davidson, Controller William Leverage, members of the public, Recording Secretary Emily Cole Prescott

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: The following people addressed the Board of Selectmen:

- Ina Sturdevant of 9 Evas Drive
- Marjorie Davidson of 19 Cove Road
- Anna Sullivan of 37 Pleasant Rise Extension

ANNOUNCEMENTS: Mr. Tinsley made the following announcements:

- Mr. Tinsley warned residents to take great care when driving this evening and in the morning hours because of the severe cold weather alert that will last until Wednesday morning.
- There will be a free FAFSA seminar (FAFSA 101) at the Brookfield Library on January 14th and on January 23rd at 7:00 PM. Please contact the Library for further information.
- There will be matinee movies for the Brookfield High School Seniors at 1 PM on January 10th, 24th, 31st.
- Mr. Tinsley stated that Beth Hoolehan is leaving. She has been the activities coordinator at the Senior Center and will be missed. There will be a celebration for her at the Senior Center on Friday, January 17th at noon.

CORRESPONDENCE: Mr. Tinsley noted receipt of the following pieces of correspondence: Dr. Sullivan's Report to the Commissioner of Health, letter from John Voris dated 12/18/13, letter from Alice Carolan dated 01/01/14, letter from Ron Jaffe of the Democratic Town Committee dated 01/02/14

MONTHLY FINANCIAL RESULTS: Controller William Leverage reported the financial results.

APPOINTMENTS: Mr. Tinsley noted that Mr. Sturdevant is one of tonight's new appointments.

- **Brookfield Housing Authority Richard Sturdevant:** Mr. Tinsley reviewed some of Mr. Sturdevant's qualifications. Mr. Sturdevant thanked Mr. Tinsley for giving him the opportunity to serve on this board.

Mr. Tinsley noted that there are approximately 40 appointments/reappointments on this evening's meeting agenda. Mr. Tinsley suggested, with no objection from Mr. Flynn or Mr. Davidson, that the Board move to agenda item 2.b., 101-103 Laurel Hill Road. *The Board moved to agenda item 2.b., 101-103 Laurel Hill Road concept plan.*

NEW ITEMS

101-103 LAUREL HILL ROAD PROJECT CONCEPT: John McCoy, principal of J.F.M. Engineering in Danbury, CT and Robert Hebert of Laurel Hill Partners, LLC presented a multi-family residential concept plan for this property. Mr. McCoy stated that this piece of property, which is approximately 2.5 acres and is comprised of two lots, lies directly behind the bowling facility. The front entrance of the property is on Laurel Hill Road. The conceptual proposal is for multi-family residential apartment buildings. Mr. McCoy stated that during the planning of this project, it was made clear that for multi-family residential development, the property will need to be served by sewer. Mr. McCoy stated that a preliminary application to the Water Pollution Control Authority had been made in early December. Mr. McCoy distributed a copy of the information given to the Water Pollution Control Authority. Mr. McCoy noted that the plan is to have forty to forty-six units. Mr. McCoy stated that the plan is to develop the property using Connecticut General statutes §8-30g for affordable housing, which dictates that thirty percent of the units would be rented at reduced costs. Mr. McCoy stated that the Plan of Conservation and Development suggests that in the future this area is to be served by sewer. These properties are located

in the central core incentive housing zone. Mr. McCoy explained that in this zone densities should be a minimum of twenty units per acre. Mr. McCoy stated that this proposal is for eighteen units per acre. To support this density, the area would need to have sewer. Mr. McCoy noted that this matter will be on the WPCA's January 22nd agenda. Mr. McCoy noted that one of the suggestions to the WPCA will be to ask that all properties in this incentive housing zone be included in the sewer line. Mr. Hebert stated that the units will be between one and two bedrooms. The approximate rental price for the affordable units would be \$1400 monthly, and the other units would be \$1600 to \$1700 monthly. Mr. Davidson mentioned that he believed that from the developers' and the Town's perspectives, there were some advantages of using the incentive housing regulations rather than the CT General Statutes §8-30g.

Mr. Tinsley, with no objection from Mr. Flynn and Mr. Davidson, recommended that the Board move back to agenda item 1.e.c., Appointed Officers of the Town.

MONTHLY AGENDA ITEMS

APPOINTED OFFICERS OF THE TOWN: Mr. Tinsley stated that Laura Mancuso will not be able to continue in her role as Municipal Historian. **Mr. Tinsley read the following reappointments as listed: Assessor [Denise Hames], Building Official [Demetrio Parpana], Chief of Police [Robin Montgomery], Controller/Director of Finance [William Leverage], Director of Civil Preparedness [Wayne Gravius], Director of Health [Dr. Raymond Sullivan], Director of Parks & Recreation [Dennis DiPinto], Director of Public Works [Ralph Tedesco], Fire Marshal [Wayne Gravius] and Deputy Fire Marshals [Gary Gramling, David Lathrop, Timothy Gravius], Land Use Attorney [Thomas Beecher], Land Use Enforcement Officer [Katherine Daniel] and Land Use Zoning Enforcement Officer [Alice Dew], Deputy Zoning Enforcement Officer [Francis Lollie], Municipal Agent for the Elderly [Jeanette Holliday], Sanitarian [Paul Avery], Tax Collector [Roberta Sinatra], Town Attorney [Thomas Beecher], Tree Warden [Christopher Symes], and Assistant Tree Warden [John Plummer] as listed. Mr. Flynn made a motion to adopt [the appointments] as read, with the exception of Laura Mancuso. Mr. Davidson seconded the motion. The motion carried unanimously.**

REAPPOINTMENTS TO TOWN BOARD/COMMISSIONS

- **Arts Commission:** Mr. Tinsley, without objection from Mr. Flynn or Mr. Davidson, recommended the following reappointments to the Arts Commission for the term 02/04/14 – 02/05/18: Ann Amorossi, Mary Daniel, and Ray Dori. Mr. Tinsley mentioned that this Commission currently has eight remaining vacancies, as it is a fifteen-member Commission.
- **Board of Ethics:** Mr. Tinsley, without objection from Mr. Flynn or Mr. Davidson, recommended that James Sullivan be reappointed to the Board of Ethics.
- **Candlewood Lake Authority:** Mr. Tinsley recommended reappointment of Bill Brown for a three-year term from 02/04/14 to 02/05/17 to the Candlewood Lake Authority; there was no objection from Mr. Davidson or Mr. Flynn.
- **Commission on Aging** – Mr. Tinsley recommended the following reappointments for the term from 02/04/14 to 02/05/18 with no objection from Mr. Davidson and Mr. Flynn: Betsy McIlvaine, Emily McPadden, Marilyn Wilkes. Mr. Tinsley noted that after these appointments, the Commission on Aging will have one regular member vacancy and three alternate vacancies.
- **Conservation Commission** – Mr. Tinsley recommended the reappointments of Ryan Blessey and Stephanie Landis for the term 02/04/14 to 02/05/18, with no objection from Mr. Davidson or from Mr. Flynn. Mr. Tinsley noted that this Commission will now have one alternate member vacancy.
- **Economic Development Commission** – Mr. Tinsley mentioned that there is a vacant position due to Ann Amorossi's resignation. Mr. Tinsley recommended Greg Dembowski to fill this vacancy [02/06/12 – 02/01/16]. Mr. Tinsley recommended the reappointments of Mara Frankel and David Matte for the terms 02/04/14 – 02/05/18, with no objection from Mr. Flynn and Mr. Davidson.
- **Historic District Commission** – Mr. Tinsley recommended the reappointments of Rosemary Fawcett, Jacqueline Salame, and Peter Bertolami for terms 02/04/14 to 02/05/18. There was no objection from Mr. Davidson or from Mr. Flynn.

- **Housing Authority** – Mr. Tinsley welcomed Mr. Richard Sturdevant to the Housing Authority.
 - **Inland Wetlands Commission** – Mr. Tinsley stated that the two Commissioners with terms that expire on 02/03/14 do not wish to be reappointed. Mr. Tinsley stated that the Board will be seeking candidates for this Commission. There will be two regular member vacancies and three alternate member vacancies available on this Commission.
 - **Lake Lillinonah Authority** – There are two current vacancies on the Lake Lillinonah Authority.
 - **Library Board of Trustees** – Mr. Tinsley recommended the following reappointments for the term 02/04/14 to 02/05/18: John Barbosa, Betsy McIlvaine, John Voris, Ilga Parris. The Selectmen did not object.
 - **Municipal Building Committee** – Mr. Tinsley recommended the following reappointments for the term 02/04/14 – 02/05/18 without objection: Paul Checco, William Perrone.
 - **Parks and Recreation Commission** – Mr. Tinsley recommended the reappointment of Joanne Grudzinski and Sara Kincade. There was no objection.
 - **Police Commission** – Mr. Tinsley noted that Robert Marconi has requested not to be reappointed. Mr. Tinsley recommended Alexander Sparaco for reappointment for the term from 02/04/14 to 02/05/18. Mr. Tinsley also recommended that Richard Horree, who is currently an alternate member of this Commission, be appointed as a regular member to replace Robert Marconi's vacancy for a term from 02/04/14 to 02/05/18. Mr. Tinsley mentioned that there would be one open alternate position. Mr. Davidson mentioned that the Democratic Town Committee had recommended that Zoltan Nanassy fill Robert Marconi's position. Mr. Tinsley responded that he recommends that he [Zoltan Nanassy] remain in his unexpired current term as an alternate, and to recommend that the one alternate position remain open. Mr. Davidson requested that these recommendations be considered individually.
 - **Al Sparaco** – Mr. Flynn made a motion that Alexander Sparaco be reappointed as a regular member for the term 02/04/14 to 02/05/18. Mr. Davidson seconded the motion, and it carried unanimously.
 - **Richard Horree** – Mr. Tinsley recommended the appointment of Richard Horree, whose term is currently expiring as an alternate, to be appointed to a regular member position for the term 02/04/14 to 02/05/18. Mr. Flynn made a motion for the appointment of Richard Horree, whose term is currently expiring as an alternate, to be appointed to a regular member position for the term 02/04/14 to 02/05/18. Mr. Davidson seconded the motion. The motion carried 2-0-1, with Mr. Davidson abstaining.
 - **Retirement Benefits Advisory Committee** – Mr. Davidson moved to rescind Mr. Tinsley's appointment to that [Retirement Benefits Advisory] committee. Mr. Flynn seconded the motion, and it carried unanimously. Mr. Tinsley recommended the appointment of Mr. Flynn to this committee with no objection. Mr. Davidson made a motion to appoint Mr. Flynn to [the Retirement Benefits Advisory Committee]. Mr. Flynn seconded the motion, and it carried unanimously.
 - **Water Pollution Control Authority** – Mr. Tinsley recommended reappointment of Nelson Malwitz. There was no objection. The WPCA now has one regular member and two alternate member vacancies.
 - **Zoning Board of Appeals** – Mr. Tinsley recommended, without objection, Jim Eagan, current alternate member, to the regular member term vacated by Marty Flynn [12/05/11 to 12/07/15].
 - **Zoning Commission** – Mr. Tinsley recommended the reappointment of alternate member Mara Frankel for a term of 02/04/14 to 02/05/18. There was no objection.
 - **Zoning Citation Hearing Officers** – Mr. Tinsley mentioned that there are three vacancies on this list.
- Mr. Davidson moved the approval for the individuals and the specific terms that were discussed of all of the people on the various boards and commissions that we [Board of Selectmen] have discussed this evening and that we [Board of Selectmen] have supported without objection, that we [Board of Selectmen] formally approve them for their respective positions, including the individuals that were specifically voted on. Mr. Flynn seconded the motion, and it carried unanimously.

NEW ITEMS

2014-2015 TOWN BUDGET TIME LINE: Mr. Tinsley reviewed the timeline for the budget process. Mr. Tinsley stated that he will receive the Town department and agency budget requests by January 15th, and by January 31st, he will receive the Board of Education request. On February 14th, the Board of Selectmen will commence deliberations on the budget that Mr.

Tinsley will recommend to that board. On March 3rd, the Board of Selectmen will submit its budget to the Board of Finance, and on March 28th the Board of Finance's proposed budget must be available in the Town Clerk's Office. April 8th is the last date for the Board of Finance to hold a public hearing, and on April 25th the proposed budget will be sent to the Town Clerk to schedule a town meeting. On May 6th the Board of Finance will submit its recommended budget at the Town meeting, and on May 20th (or thereabouts), the Town referendum will be held. On May 21st, the Board of Finance will set the new mill rate or a new budget proposal.

BROOKFIELD WATER SUPPLY PROJECTS: Mr. Tinsley noted that this matter is on the agenda for informational purposes. This is a draft copy of an operations and management agreement that would eventually be between the Town of Brookfield and Aquarion Water Company. This agreement would take the place of the current three different agreements (from when Aquarion acquired the different water companies). Mr. Tinsley noted that the attorneys are currently reviewing this document. Mr. Davidson stated that Attorney Ann Peters has done a masterful job with this information.

2013 FISCAL YEAR AUDIT: Mr. Tinsley stated that the Town is near to being the recipients of the audit for the year ending June 2013. The draft report has not yet been received. A full discussion of these results will be held on Wednesday night during the Board of Finance meeting.

RETIREMENT BENEFITS ADVISORY COMMITTEE: This item was discussed during the appointments.

BOARD OF SELECTMEN EX-OFFICIO ASSIGNMENTS: Mr. Flynn moved that the Board of Selectmen approve the Board of Selectmen Ex-Officio (Liaison) Assignments. Mr. Davidson seconded the motion, and it carried unanimously.

NUTMEG NETWORK GRANT APPLICATION: Mr. Tinsley stated that this resolution is on the agenda tonight for the Board of Selectmen to endorse for the Town entering the Nutmeg Network. Mr. Tinsley explained that the Nutmeg Network is an extension of networks that already exist for law enforcement and education in the State of CT. This network is now extended to include municipal governments. Mr. Tinsley stated that the Town would be connected to this network via a connection through the Police Department. The one-time cost for connection to this network is \$21,509, which if the resolution is approved, the Town would then qualify for a grant to have this expense paid. Mr. Tinsley noted that currently the Town pays \$750 a month for the services, but the Town would pay \$294 a month under the Nutmeg Network. Mr. Davidson made a motion that the Board of Selectmen endorse the resolution [Resolution for the Regional Performance Incentive Program Proposal]. Mr. Flynn seconded the motion, and it carried unanimously.

CHARTER REVISION COMMISSION: Mr. Tinsley stated that the Board plans to name a Charter Revision Commission to have a charter revision on the November ballot. Mr. Tinsley explained that if approved, the Board has thirty days to name the members of the Commission. Mr. Tinsley stated that the guidance he would give this Commission is to ask them to consider the separation of voting on education and municipal budgets as a charter requirement. Mr. Flynn made a motion that the Selectmen establish a Charter Revision to review and recommend amendments to the Town Charter with said commission to be made up according to the Town Charter and State statutes. Mr. Davidson seconded the motion. Mr. Davidson stated that he understood the idea of maximizing the participation of the Town by striving for the November 2014 date; however, Mr. Davidson stated that the Town has just come out of a charter revision and he did not understand the pressing need to have another charter revision at this point. Mr. Davidson stated that he hopes that the member selection is representative of the Town. Mr. Davidson abstained, 2-0-1.

UPDATES

URANIUM AND ARSENIC TEST OF PRIVATE WELLS: Mr. Tinsley stated that there was a public hearing held on November 20th regarding this matter. Mr. Flynn made a motion to approve the proposed ordinance as revised by the Town attorney. Mr. Davidson seconded the motion. There was no vote on the first motion. Mr. Flynn stated that one of the problems that he has with the ordinance is how the Town is to enforce it. Mr. Flynn stated that he believes that this would be the first town in the State to adopt an ordinance of this nature, and that the ordinance would put Brookfield at a disadvantage to other towns. Mr. Flynn stated that the Health Department could do better to educate the public and the real estate community. Mr. Flynn noted that he has spoken with various realtors over the past month, none of which have been in favor of this proposal. Mr. Flynn stated that the town is not required to do anything. Mr. Davidson responded that none of the commercial realtors came to the public hearing. Mr. Davidson also stated that the Town has spent millions of dollars to

bring safe water to Greenridge, condominiums and Federal Road. Mr. Davidson stated that to him, this ordinance is following the same pattern. Mr. Davidson stated that the Town is located above a bed of granite, and is known to have more uranium than any other town. He stated that this ordinance follows the recommendation of the Department of Public Health, and he noted that the future will most likely see similar ordinances in other towns. Mr. Davidson noted that Mr. Flynn had mentioned a few minor administrative issues, but others moving to this Town may want to know the levels of uranium in the drinking water. Mr. Davidson noted that this matter is a public health issue. Mr. Tinsley suggested that this matter be tabled, and he stated that he will speak with Dr. Sullivan and with State authorities about this matter. **Mr. Tinsley moved to table this item to next month's meeting. Mr. Flynn seconded the motion, and it carried unanimously.** Mr. Davidson asked Mr. Tinsley to give a summary of his discussions and findings before the next meeting.

4 MURPHY'S LANE/MERWIN BROOK ROAD – OFFER TO PURCHASE: Mr. Tinsley explained that the appraisal has not yet been completed.

PROPOSED CELL TOWER: Mr. Tinsley stated that the Board must schedule a town meeting in order to approve the signing of the lease. **Mr. Flynn moved that the Selectmen approve the Cell Tower Lease Agreement in accordance with the Town Charter Section C9-4A(4), and schedule a special town meeting on Monday, February 3, 2014 at 7:00 PM at the Brookfield High School Media Center. Mr. Davidson seconded the motion, and it carried unanimously.**

TOWN ATTORNEY APPOINTMENT AND FEE AGREEMENT: Mr. Flynn made a motion for the approval of the Service Fee Agreement for the law firm of Collins Hannafin, P.C. **Mr. Davidson seconded the motion, and it carried unanimously.**

TOWN COTTAGE: Mr. Davidson stated that the Town has retained the first buyer's down payment, who is not purchasing the cottage. Mr. Davidson noted that the second potential buyer was looking to move forward with the purchase, but had a plan for the property that was inconsistent with the zoning regulations for that area. He decided not to purchase the property. Mr. Davidson noted that the second potential buyer had not submitted a down payment. Mr. Davidson explained that the third bidder was then contacted, and he is confident that this deal has been or will shortly be secured. This amount, which was the third highest bid, is \$39,000.

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES: 12/02/13

NEW HIRE REPORT: Staffing Changes –

New Hires:

- Director of Human Resources (interim): Vincent Carbone (10/22/13)
- IT Technician (PT): Christopher Nazro (10/24/13)
- Custodian (PT): Phillip Boudreau (12/16/13)

Separations:

- Custodian (PT): Richard Clark (12/13/13)
- Senior/Social Services Coordinator: Elizabeth Hoolehan (12/27/13)

SELECTMEN APPROVALS FOR ROUTINE MATTERS: Adopt Union Savings Bank's Resolution

DRIVEWAY BOND RELEASES: 7 Cross Road, 6 Holly Lane

INLAND-WETLANDS COMMISSION BOND RELEASES: 11 Nicole's Court

PLANNING COMMISSION BOND RELEASES: 23-27 Carmen Hill Road, 540 Federal Road

ZONING COMMISSION BOND RELEASES: 138 Candlewood Lake Road, 1 Aldrich Road

Mr. Flynn made a motion that the Selectmen approve all items a-g on the consent agenda. Mr. Davidson seconded the motion, and it carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

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

ADJOURN: Mr. Flynn made a motion to adjourn at 9:00 PM. Mr. Davidson seconded the motion, and it carried unanimously.