

MINUTES
BOARD OF SELECTMEN MEETING
BROOKFIELD TOWN HALL MEETING ROOM 133
APRIL 6, 2015 7:30 PM

CALL TO ORDER: Mr. 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 Davidson; Town Attorney Tom Beecher; Controller William Leverage; members of the public; Recording Secretary Emily Cole Prescott

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: The following addressed the Board:

- Don O'Keefe of 13 Robins Lane
- Gesette Jewett, 20 Signal Hill Road
- Howard Lasser of 116 Tower Road
- Eileen Mahan of 13 Hop Brook Road
- Shari Styranovski of 15 Squire Court
- Chris Casey of 2 Signal Hill Road
- Ron Jaffe of 21 White Pine Drive
- Rich Saluga of 32 Great Heron Lane
- Denise Nota of 18-1/2 Vale Road
- Emily Menendez-Aponte of 24 Brookfield Meadows
- Kristina Stobble of 9 Candlewood Harbor

ANNOUNCEMENTS: Mr. Tinsley made the following announcements:

- The Board of Finance Public Hearing is scheduled tomorrow, April 7th at 7:00 PM in Meeting Room 133.
- The Annual Town Meeting is scheduled on Tuesday, May 6th at 7:30 PM in the BHS Auditorium.
- Between Wednesday, April 15th and Friday, April 17th, between 8:00 and 4:00, the WPCA will be pressurizing the sewer lines with smoke, for testing purposes.
- Upon inquiry from members of the audience, Mr. Tinsley clarified that on April 23rd at 8:30 AM, there will be a meeting regarding the AIS bus stop.

CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN: Mr. Tinsley noted receipt of the following correspondence.

- Board of Ethics letter dated 02/27 and 03/24
- Matthew & Tatiana Preston

MONTHLY FINANCIAL RESULTS: Controller William Leverage reported the monthly financial results. Upon inquiry from Mr. Tinsley, Controller Leverage gave an update on the High School project funds, relative to this year's audit. There is a current month extension, until the end of April, for the annual report.

UPDATES

Without objection, Mr. Tinsley asked that agenda item 3a be moved to discussion at this time of the meeting.

PARKS REVITALIZATION PROJECT: Mr. Josh Flowers, Vice Chair of the Municipal Building Committee, provided an update on the project. Mr. Flowers stated that the courts are currently open to the public. Mr. Flowers noted that the last items to complete are the bathroom and concession stand as well as the Pavilion. Mr. Flowers noted that the Municipal Building Committee would like to make the bathrooms handicapped-accessible, with the remaining funds estimated for the project. Mr. Flowers reported that the project is estimated to be \$285,000 under budget; he noted that this amount includes a budgeted 5% contingency. Mr. Flowers explained that there had been an approximate \$15,000 in change orders, due to conditions required because of weather, and soil conditions at the seawall. Selectman Flynn thanked the Municipal Building Committee for their work on this project. Mr. Flowers thanked the Director of Parks & Recreation, Dennis DiPinto, as well as

members of the current and former Board of Selectmen. Mr. Davidson asked about the road crossing, and what is planned to make that crossing safer. Mr. Flowers noted that there will be lamp posts, there are current flashing lights at the crossing, and research has been done relative to the crossing used at WCSU's Midtown Campus in Danbury, CT. Mr. Flowers noted that there is some collaboration needed with other Municipal and State Departments for the crossing; the goal is to plan to complete all of the roadwork at one time. Mr. Tinsley mentioned that bond counsel would need to be consulted regarding using remaining budgeted funds to make the bathroom areas handicapped-accessible. Mr. Tinsley also noted that there may be a need for a second contract award.

NEW ITEMS

FY '16 WATER POLLUTION CONTROL AUTHORITY BUDGET: Per Chapter 71.5 of the Town Ordinances, the WPCA has submitted their budget. Mr. Tinsley noted receipt of the WPCA budget for the 2016 fiscal year, as a matter of information.

49 FEDERAL ROAD: Discussion of formal offer by R G 49 Federal Road, LLC to purchase Town property – Mr. Tinsley explained that this discussion is relative to an offer received by R G 49 Federal Road, LLC to purchase a ½ acre of Town property. He explained that the property is located at the corner of White Turkey Extension and Federal Road, and is located at the corner of the lot near the Window-Rama plaza. Mr. Tinsley stated that until 2011, the business owner had leased this property from the Town, for parking. Since 2011, the owner had been using the Town's property, and had made some improvements to the lot, but had not actually been leasing the property. Mr. Tinsley noted that this property had been deeded to the Town when the plaza had been built. Mr. Tinsley stated that he believes the Planning Commission would need to approve a subdivision of the lot, and a Town meeting would need to be scheduled relative to the sale of the lot. The need for an 8-24 referral application to the Planning Commission was also mentioned. Mr. Davidson suggested that an appraisal is done of the property. Upon inquiry from Mr. Davidson, Mr. Tinsley mentioned that he believes the lease did not have an obligation clause. Mr. Tinsley stated that the Town does not have access to the Town-owned land, except through the business owner's property or via the Still River. Mr. Davidson stated that he would like to see a couple of current appraisals of the land, and he mentioned that the First Selectman's Secretary maintains a list of appraisers.

PATROL COMMANDER'S CAR: Mr. Tinsley noted that this item is for a special appropriation request for a police vehicle. The amount of funding appropriated versus the Police vehicle specifications is \$8,000, and the Police Department is requesting to fund the purchase of the third vehicle from the Police Outside Services fund, as to not impact fund balance. **Mr. Flynn moved that the Selectmen approve and forward to the Board of Finance an appropriation of up to \$8,000, from the Police Department Outside Services Fund, to augment, the already authorized capital purchase of a third Police Vehicle this fiscal year, to be used by the Patrol Commander. Mr. Davidson seconded the motion, and it carried unanimously.**

BROOKFIELD 2015 PLAN OF CONSERVATION AND DEVELOPMENT: Submission of the preliminary draft Plan of Conservation and Development prepared for the Brookfield Planning Commission, and submitted for review and consideration as required by CGS chapter 126, Section 8-23(g)(4) – Mr. Tinsley noted that this is the first complete draft of the new POCD, which is due to the Office of Policy and Management by June 30th of this year. The last time this plan was completely updated was in 2002. There have been state-approved extensions for the Plan's adoption. Atty. Beecher reviewed the timeframe for the adoption of the Plan of Conservation and Development, as well as the process for the Board of Selectmen.

2016 REVALUATION: Mr. Tinsley stated that this is a recommendation from the Assessor. The Assessor had received three bids from Tyler Tech, from Municipal Valuation Services and from Vision Government Solutions. Mr. Tinsley noted that Vision is the current appraisal company used, and this company has been used in the past. Mr. Tinsley noted that payment for these services is part of the annual budget. The Assessor's recommendation is to accept the bid from Vision Appraisal of

\$144,000. **Mr. Flynn made a motion that the Selectmen approve VISION Government Solutions for the 2016 Town Revaluation per the Assessor's recommendation. Mr. Davidson seconded the motion, and it carried unanimously.**

IRS VCAP AGREEMENTS: Closing Agreements on Final Determination by the IRS: Mr. Tinsley stated that there are some closing agreements in the packet for a voluntary compliance agreement filed with the Internal Revenue Service. The Town will be sending a payment of \$289,000 to the IRS from the Water projects fund (Fund 41). Mr. Tinsley stated that the funds need to be properly appropriated. **Mr. Davidson recommended that the Selectmen approve authorizing the First Selectman to sign the Agreements and forward to the Board of Finance to appropriate \$289,000 from Fund 41 (water projects fund) in connection with the IRS VCAP Agreements. Mr. Flynn seconded the motion, and it carried unanimously.**

POSTCARD NOTIFICATION TO VOTERS: Mr. Tinsley stated that he is asking for the approval of the Board to send postcards out to voters to remind residents to vote at the upcoming budget referendum. **Mr. Flynn moved that the Selectmen approve the mailing of a postcard notification to residents as a reminder to vote at the budget referendum on Tuesday, May 19 or whatever date the Town meeting sets. Mr. Davidson seconded the motion, and it carried unanimously.**

Mr. Davidson moved to amend the agenda to address the AIS bus stop. Mr. Flynn seconded the motion, and it carried unanimously.

AIS BUS STOP: Mr. Davidson moved that the AIS bus stop be continued at the Town Hall for the balance of the school year. **Mr. Flynn seconded the motion, for the purpose of discussion.** Mr. Flynn stated that he has heard the concerns of the parents, but he has not heard the reason or the information which has led to this decision. Mr. Tinsley stated that the reason for the decision made was due to safety concerns for the students, the parents, the siblings, the seniors associated with the queuing activity of the bus for about twenty minutes in the morning and twenty minutes in the afternoon. Mr. Tinsley stated it was not the independent decision of any one person, but it was done over the course of a few months of discussion, which included the Acting Superintendent of Schools, the Business and Finance Director, the Chief of Police, and the Major of the Department. Mr. Tinsley summarized that there is an activity that is dangerous because normal childhood activity is taking place in a location with a lot of traffic, and the idea is to reduce the risk by taking the stop to a place with less traffic. Mr. Tinsley stated that the decision to do this was vetted with the Chief of Police and the Major. Mr. Tinsley stated that from what he has heard from verbal reports from people, and his own observations, Mr. Tinsley quoted Major Purcell, "this is an accident waiting to happen". Mr. Tinsley stated that the change has been temporarily executed, and there are already discussions about a better location for the afternoon pick-up. Mr. Tinsley explained that about twice a month since this past year, a Committee of Town officials known as the Safety Committee meets. Mr. Tinsley noted that there will be a meeting on April 23rd for discussion of the bus stop location for parents. Mr. Tinsley stated that he is not in favor of moving the bus stop location back to the Town Hall. Mr. Davidson stated that if Mr. Tinsley is telling the Town that for a number of months, this item has been under discussion, and then within a couple of days the parents find out the stop is moving, this is a matter of a process step. Mr. Davidson stated that there should be a way to reasonably accommodate the parents and find a safe bus stop. Mr. Davidson stated that he does not think there is much accommodation for parents with the scheduled April 23rd meeting. Mr. Tinsley stated that as First Selectman and speaking for the Chief and the Major, when there are reports that have been had, they cannot sit by and do nothing. Mr. Davidson stated that he is not aware of written reports, and asked why if there were safety issues, this matter was not addressed sooner. **Mr. Davidson voted in favor of the motion, and Mr. Tinsley and Mr. Flynn opposed the motion. The motion failed.**

UPDATES

LOTICIP CONTRACT APPROVAL: Mr. Tinsley stated that the Town has been awarded a grant to fund the reconditioning for pedestrian use at the intersection at the Four Corners and east along Route 25 to the Craft Center. These funds are

state funds, and for the sake of process, the funds must be appropriated. **Mr. Flynn made a motion that the Selectmen authorize the First Selectman to sign grant contracts and to authorize the appropriation of \$798,351 for stated contract purposes sourced from grant funds. Mr. Davidson seconded the motion, and it carried unanimously.**

OPEB POLICY REVISION: Mr. Tinsley stated that this is a suggested revision from RBAC [Retirement Benefits Advisory Committee] to update the Town's policy statement. This statement adds the last paragraph, which is an agreement relative to how the Town contributes to the fund. **Mr. Davidson moved that the Selectmen approve the revised OPEB Policy Statement. Mr. Flynn seconded the motion, and it carried unanimously.**

STILL RIVER GREENWAY: Mr. Tinsley stated that the Town is heading into the final stages of the Still River Greenway, and the bids will be handled by the State DOT. **Mr. Flynn made a motion that the Selectmen approve the Resolution for the First Selectman's signature on the Agreement for the Still River Greenway. Mr. Davidson seconded the motion, and it carried unanimously.**

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES: 03/12/15; 03/23/15

NEW HIRE REPORT: Faith Richmond – Part-time Assessor's Aide

SELECTMEN APPROVAL FOR ROUTINE MATTERS:

- 2015 JAG Violence Crime Prevention Grant
- Agreement Between the CT DEEP and CLA for delegation of boating law enforcement authority signed in 2012, with four additional changes made to the draft MOA document and reviewed by Town Attorney
- New Agreement between the Town and Taxserv Capital Services, LLC for collection of delinquent taxes & other receivables as previous agreement is expiring
- 2015 Sub-recipient Agreement between the Town and Brookfield Housing Authority
- Residential Lease Agreement for 8 Nabby Road

CONSENT AGENDA MOTION: Mr. Flynn made a motion that the Board of Selectmen approve all items a through c on the consent agenda. Mr. Davidson stated that he cannot vote on item 4a, as he was not present. **Mr. Flynn and Mr. Tinsley were in favor of item 4a, with Mr. Davidson abstaining. The vote was then made for items 4b and c. Mr. Tinsley, Mr. Davidson and Mr. Flynn voted in favor of [consent agenda] items 4b and 4c.**

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS: There were no appointments at this meeting.

PUBLIC COMMENT: The following people addressed the Board:

- Tatiana Preston of 1 Crestview Drive
- An audience member addressed the Board, but did not give his name or address for the record.
- Denise Nota of 18-1/2 Vale Road
- Mutho Muthuswamy of 22 Allen Road
- Other residents/audience members addressed the Board, but all did not give names and addresses for the record.
- Emily Menendez of 24 Brookfield Meadows
- Tatiana Preston of 1 Crestview Drive

ADJOURNMENT: Mr. Flynn made a motion to adjourn at 9:35 PM. Mr. Tinsley seconded the motion, and it carried.