

MINUTES
REGULAR BOARD OF SELECTMEN MEETING
BROOKFIELD TOWN HALL – MEETING ROOM #133
MONDAY, SEPTEMBER 12, 2016
7:30 PM

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

PRESENT: First Selectman Steve Dunn; Selectman Sue Slater; Selectman Marty Flynn; Town Attorney Tom Beecher; Controller Kimberly Siegrist; Video Recording Secretary Dian Eng; members of the public; Meeting Recording Secretary Emily Cole Prescott

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: The following residents addressed the Board:

- Rich Saluga of 32 Great Heron Lane
- Anita Barney, Library Director
- Betsy McIlvaine of 127 Long Meadow Hill Road & Chair of the Library Board

ANNOUNCEMENTS: First Selectman Dunn made the following announcements:

1. Meet the Selectmen events are held on the last Saturday of each month at different locations. The next one is scheduled on 09/24 from 9:00 to 10:30 AM at Panera Bread. Mr. Dunn recommended that anyone who would like to speak with the Selectmen come out and have a cup of coffee with them.
2. The Town of Brookfield has earned a Bright Idea Grant thanks to the Brookfield Energy Ad-Hoc Committee. To help reduce the amount of energy used in your home, Eversource is using the grant to offer Brookfield residents up to six LED light bulbs free of charge. You may exchange up to six incandescent or compact fluorescent light bulbs in any working order, for an equal number of long-lasting, energy-saving LED light bulbs, at no cost (and while supplies last). You must bring your light bulbs and proof of residence to the Light Bulb Swap in order to receive the six LED bulbs on Saturday, 09/24 from 9:00 AM to 2:00 PM at the Brookfield Town Hall parking lot at 100 Pocono Road.
3. The Parks and Recreation Department is moving from the Municipal Building at 100 Pocono Road to the Old Town Hall building located at 162 Whisconier Road (the corner of Silvermine & Route 25).
4. Household Hazardous Waste Day is on 09/17 from 9:00 AM to 3:00 PM at a new location – John Pettibone School located at 2 Pickett District Road in New Milford. For more information and a list of what you can and cannot bring, please visit the Town's website.

CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN: First Selectman Dunn read the following letter for the record:

1. **12U BROOKFIELD BURN SOFTBALL TEAM:** Letter from the 12U Brookfield Burn Softball Team publicly thanking Dennis DiPinto, Parks and Recreation Director and Ground Crew

MONTHLY FINANCIAL RESULTS: Controller Siegrist presented the monthly financial results. Controller Siegrist also briefly gave an update about the Town's accounting codes, and explained in more detail the financial information which she had distributed. Controller Siegrist also noted errors with the Town's previous accounting practices, that will be corrected next fiscal year.

NEW ITEMS

FIREFIIGHTERS/AMBULANCE STIPEND: Town Attorney Tom Beecher has prepared a new Ordinance for the stipend for qualified volunteers and to consider repealing the Abatement Ordinance and schedule a public hearing, due to IRS Guidelines that no longer allows Towns to give the volunteers tax abatements. **Selectman Slater made a motion that the Selectmen schedule a Public Hearing on Wednesday, October 5th at 7:15 PM in Meeting Room 133 to review and discuss the proposed new ordinance for Chapter 122, Emergency Services and "Benefit for Certain Emergency Services Volunteers". Selectman Flynn seconded the motion, and it carried unanimously.** Town Atty. Beecher stated that the agenda states that the IRS no longer allows for tax abatements, which is not exactly accurate. The purpose of this stipend is to help offset the taxes that firefighters will be required to pay as well as to update the original amount, which had not been increased in the past ten years.

UPDATES

RESOLUTION BETWEEN THE TOWN AND PUBLIC WORKS UNION: The Resolution was previously approved by majority at a special BOS meeting on 8/12/16. Selectman Flynn made a motion that the Selectmen adopt the Public Works Highway Crew Contract Resolution. Selectman Slater seconded the motion. Mr. Dunn noted that this contract is between the Town and the Public Works Union, and he believes it is fair for both parties. The motion carried unanimously.

FIRE MARSHAL FEES ORDINANCE: A Public Hearing was held on 9/12 at 6:30 PM for the purpose of receiving public comment and opinion concerning a proposed Fire Marshal Fees Ordinance. Selectman Slater made a motion that the Selectmen approve the Fire Marshal Fees Ordinance as proposed. Selectman Flynn seconded the motion. First Selectman Dunn explained that the BOS has proposed that this fee ordinance be adopted for required inspections and application plan reviews, as there has been a high demand for the Fire Marshal's services. Mr. Dunn mentioned that surrounding towns charge for fire marshal services, but Brookfield does not. There will also be a proposal to hire a part-time Assistant Fire Marshal to assist the current Fire Marshal, with the goal of decreasing plan review timelines. The motion carried unanimously.

MEADOWBROOK MANOR PROJECT – UPDATE BY FIRST SELECTMAN: Mr. Dunn stated that the Town is 95% complete on this project, to resolve ongoing flooding in that area. This was a \$2 million project in total. The Director of Public Works had applied for \$1.7 million FEMA grant which was awarded so the Town only had to pay 25%. The Town went back and asked FEMA to pay 75% of the total cost, so the Town is now scheduled to receive another \$163,000 for the grant award. The cost for the Town was \$485,000.

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES: 08/01/16 & 08/12/16

SELECTMEN APPROVALS FOR ROUTINE MATTERS:

1. Union Savings Bank account to be opened for a recent tax sale
2. That the First Selectman is empowered to execute and deliver in the name and on behalf of the Town of Brookfield to accept the 2016 America the Beautiful Urban Forestry Grant (approved at the 01/25/16 BOS meeting) in the amount of \$3,450 for the Greenway privacy planting of twelve white pine trees

STAFFING CHANGES FOR THE MONTH OF AUGUST:

1. Lorraine Kelly, hired as Social Services Coordinator

DRIVEWAY BOND RELEASES:

- 8 Signal Hill Road posted by Circle Asphalt Paving Company, Inc.
- 45 Carmen Hill road posted by Circle Asphalt Paving Company, Inc.
- 64 Riverford Road posted by A Silverio Asphalt Paving Inc.
- 16 Maple Tree Road posted by S. Silverio Asphalt Paving Inc.
- 21 Beverly Drive posted by DeCosta Construction Company
- 16 Windwood Road posted by DeCosta Construction Company

EXCAVATION BOND RELEASES:

- Meadow View Drive posted by Western Surety Company - \$5,000

CONSENT AGENDA MOTION: Selectman Slater made a motion that the Selectmen approve all items on the Consent Agenda. Selectman Flynn seconded the motion. Selectman Slater reviewed the items listed on the consent agenda. The motion carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

HOUSING AUTHORITY APPOINTMENT:

1. Jo-Anne Gargiulo, to the Housing Authority as Tenant Commissioner, in accordance with CT Public Act No. 11-203 (An Act Concerning the Selection of Tenant Commissioners) – First Selectman Dunn read the email from M. Steele of the Housing Authority, dated September 8, 2016. He asked that the Board consider waiting to receive the bio-brief before moving forward. Selectman Slater made a motion to appoint Jo-Anne Gargiulo as the Tenant Commissioner of the Housing Authority. Selectman Flynn seconded the motion, and it carried unanimously.

PUBLIC COMMENT: Mr. Dunn asked if there was any additional public comment. There was none.

EXECUTIVE SESSION: At 8:07 PM, Selectman Flynn made a motion that the Selectmen enter into Executive Session to discuss a personnel issue and invite Town Attorney Beecher and Meeting Recording Secretary Emily Cole Prescott. Selectman Slater seconded the motion, and it carried unanimously.

At this time, audience members left the meeting room.

Selectman Slater made a motion, at 8:12 PM that the Selectmen come out of Executive Session. Selectman Flynn seconded the motion, and it carried unanimously. No motions had been made during the executive session.

Recording Secretary E. Cole Prescott asked audience members waiting in the hall to return to the meeting room at this time.

ADJOURNMENT: At 8:13 PM, Selectman Flynn made a motion to adjourn the meeting. Selectman Slater seconded the motion, and it carried unanimously.

DRAFT