

MINUTES
REGULAR BOARD OF SELECTMEN MEETING
MONDAY, DECEMBER 5, 2016
BROOKFIELD TOWN HALL – ROOM 133
7:00 PM

CALL TO ORDER: First Selectman Steve Dunn called the meeting to order at 7:31 PM.

PRESENT: First Selectman Steve Dunn; Selectman Sue Slater; Selectman Marty Flynn; IT Technician Dan Secore; Recording Secretary Emily Cole Prescott

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PUBLIC COMMENT: The following made public comment.

- Nelson Merchan of the Brookfield Chamber of Commerce, as a business advisor
- Anna Chan of 4 Mist Hill Drive

ANNOUNCEMENTS: Mr. Dunn made the following announcements:

1. Certificates of Recognition were presented to the Boys' Varsity Soccer Team and the Girls' Varsity Swim & Dive Team (*The Girls' Varsity Swim & Dive Team Certificate of Recognition was presented toward the end of the meeting.*)
2. Meet the Selectmen will be held on Saturday, December 31st from 9:00 AM to 10:30 AM at the Hi-Way Market

CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN:

1. Dr. Sullivan, Director of Health, letter dated 11/22 regarding the use of Roundup on Town properties

MONTHLY FINANCIAL RESULTS: Controller Kimberly Siegrist reported October's monthly financial results.

NEW ITEMS

DECD BROWNFIELD ASSESSMENT GRANT: Letter of support sent to the Department of Economic & Community Development for a proposed grant for the contaminated 20 Station Road parcel at the Four Corners. Remediation is requested for this property to become an active contributor with the Town Center District. **Ms. Slater made a motion that the Selectmen approve the submission of the Town of Brookfield's DECD Brownfield Assessment Grant application. Mr. Flynn seconded the motion.** Mr. Dunn explained that this grant, if awarded, will allow assessment of a property in need of remediation located in the Four Corners, to determine what work needs to be done to have the property in usable condition. Mr. Flynn asked whether grant funds would be used on other properties, and Mr. Dunn replied that this application has been completed for only one property. **The motion carried unanimously.**

STREETSCAPE PROJECT, PHASE 1: The Town Center District Revitalization Master Plan as presented at previous Board of Selectmen and Board of Finance meetings included grants and funding sources totaling approximately \$2.2 million. A request for additional funds to complete the project will be forwarded to the Board of Finance in an amount not to exceed \$975,000. **Mr. Flynn made a motion that the Selectmen forward a request to the Board of Finance to be considered at their December 14th meeting for approval of bonding in an amount not to exceed \$975,000 for Streetscape Project, Phase I. Ms. Slater seconded the motion.** Mr. Flynn noted that in order for the developer at Brookfield Village to receive the certificate of occupancy, streetscape phase 1 needs to be complete. Mr. Dunn noted that the objective is to have the work out to bid within the next few weeks so that the Town may meet its commitment to the developer and to the residents. **The motion carried unanimously.**

Ms. Slater made a motion that the Selectmen schedule a special town meeting on Tuesday, January 17th at 7:30 PM in Meeting Room 133, contingent upon Board of Finance approval of the bond funds for the Streetscape Project on December 14th. Mr. Flynn seconded the motion, and it carried unanimously.

UPDATES

HEALTH DEPARTMENT FEE INCREASES: A public hearing had been held this evening at 7:00 PM to discuss proposed health department fee increases. Mr. Flynn made a motion that the Board of Selectmen approve the Health Department Fee increases, as discussed at the public hearing held on December 5, 2016. Ms. Slater seconded the motion. Mr. Flynn noted that he will not support this fee increase, in light of the other, recent fee increases and assessments throughout the Town's records. Mr. Dunn noted the Town's increased expenses over the past six years, to effectively enforce the Health Department's regulations. It was also indicated that the fee increases are consistent with those fees charged for health department-related services in other surrounding towns. The motion carried, 2-1, with Mr. Flynn voting against the motion.

ASSISTANT FIRE MARSHAL: The Board of Finance approved an increase to the Assistant Fire Marshal budget line item in an amount not to exceed \$24,500 which is to be compensated by the new Fire Marshal Fee Ordinance. On October 5, 2016, the Board of Selectmen had requested \$40,000. Mr. Dunn made a motion to accept the \$24,500 to place into the budget of the assistant fire marshal salaries, which is to be compensated by the new Fire Marshal Fee Ordinance. Mr. Flynn seconded the motion, and it carried unanimously.

CONSENT AGENDA

CONSENT AGENDA MOTION: Ms. Slater made a motion to approve all items on the consent agenda. Mr. Flynn seconded the motion, and it carried unanimously.

SELECTMEN APPROVAL FOR ROUTINE MATTERS:

1. Authorizing Resolution between the Town and the State of CT Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security
2. Hawley Construction Corporation – Town to release letter of credit for the account of Hawley Construction Corporation for the completed Parks Revitalization Program, Phase II – Town Beach Park
3. Eversource Energy – First Selectman signing Release and Authorization of Automatic Installation of LED Equipment on Utility Owned Streetlights

BOARD OF SELECTMEN MEETING MINUTES: 11/07/16

STAFFING CHANGES FOR THE MONTH OF NOVEMBER: None.

DRIVEWAY BOND RELEASES: The following are driveway bond releases in the amount of \$750:

- 15 Cross Pond Road posted by RMC Classic Realty, LLC, Bond #2122
- 23 Willow Run posted by A. Silverio Asphalt Paving Inc., Bond #2154
- 98A Tower Road posted by Harbor Property Development LLC, Bond #2132
- 82 Pocono Road posted by Cocchiola Paving Inc., Bond #2156

31 NORTH MOUNTAIN ROAD: A warranty deed was created for open space as part of the Gereg Glen Subdivision. No record of the approval by the BOS was found to deed this open space to the Town, as per the approval by the Planning Commission in 2001. Mr. Flynn made a motion that the Board of Selectmen accept the deed and easement for the property located at 31 North Mountain Road as open space. Ms. Slater seconded the motion. Mr. Dunn and Mr. Flynn

gave a brief overview of the process of deeding land to the Town through subdivision approval. **The motion carried unanimously.**

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS:

Ms. Slater made a motion to add appointment of Elaine Tomanio to the Commission on Aging to the agenda. Mr. Flynn seconded the motion, and it carried unanimously.

Appointment of Elaine Tomanio to the Commission on Aging: **Ms. Slater made a motion to appoint Elaine Tomanio to the Commission on Aging. Mr. Flynn seconded the motion, and it carried unanimously.**

1. Gurski Master Plan Ad Hoc Committee: Jeffrey Bronn; Alice Dew; Betsy Paynter; Dian Eng & Jan Howard – **Mr. Flynn made a motion to appoint the following people to the Gurski Master Plan Ad Hoc Committee: Jeffrey Bronn; Alice Dew; Betsy Paynter; Dian Eng and Jan Howard. Mr. Dunn seconded the motion, and it carried unanimously.**
2. Zoning Regulation Rewrite Ad Hoc Committee: Steve Dunn; Jerry Gay; Jon Van Hise; Betsy Paynter; Fran Lollie; Ryan Blessey; Alice Dew; Kurt Timmerman – **Mr. Flynn made a motion to appoint the following to the Zoning Regulation Rewrite Ad Hoc Committee: Steve Dunn; Jerry Gay; Jon Van Hise; Betsy Paynter; Fran Lollie; Ryan Blessey; Alice Dew; Kurt Timmerman. Ms. Slater seconded the motion, and it carried 2-0-1, with Mr. Dunn abstaining.**

At this time, Mr. Dunn presented the Girls' Varsity Swim and Dive Team with a Certificate of Recognition.

STREETSCAPE UPDATE: Greg Dembowski, Project Manager for the Town Center District, presented a four-page update on the Town Center District Streetscape Project, Phase One. He explained how communication has been enhanced with residents about ongoing work in the Town Center. Mr. Dembowski gave a historical overview on phase one of the streetscape project. Mr. Dembowski reviewed proposed expenses, as well as the proposed timeline to complete the work. He also reviewed financial aspects of grant applications recently submitted to fund the streetscape project. Mr. Dembowski noted that there is a public presentation on December 6th at 4:00 PM at Panchos & Gringos. Residents and property owners are also encouraged to contact the Land Use Office for updates about this project.

PUBLIC COMMENT: The following residents addressed the Board:

- James Killen, 17 Hollis Drive
- Michael DaVille, Apache Drive

ADJOURNMENT: Mr. Flynn made a motion to adjourn the meeting at 8:27 PM. Ms. Slater seconded the motion, and it carried unanimously.