

MINUTES
BOARD OF SELECTMEN
REGULAR MEETING
BROOKFIELD TOWN HALL – ROOM 133
MONDAY, APRIL 3, 2017
7:30 PM

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

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

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

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: The following residents addressed the Board:

- Cydonie Fukami of 40 Laurel Hill Road
- Eve Sturdevant of 3 Rajcula Farm Road

Ms. Slater made a motion to move item 5 [appointments] on the agenda to this point on the agenda. Mr. Flynn seconded the motion, and it carried unanimously.

APPOINTMENTS:

Ms. Slater made a motion to rescind the appointment of Nancy Carroll made at a BOS meeting on March 6th as an alternate member to the Commission on Aging due to the lack of minority party representation among alternates. Mr. Dunn seconded the motion, and it carried unanimously.

Mr. Flynn made a motion to appoint Cydonie Fukami to the Brookfield Housing Authority, as recommended by the Democratic Town Committee. Ms. Slater seconded the motion, and it carried unanimously.

At this time, the Board returned to the regular meeting agenda.

Mr. Dunn presented the following Certificates of Recognition:

- Certificate of Recognition to Boys Basketball Team – Mr. Dunn read and presented a Certificate of Recognition to the Boys Basketball Team.
- Certificate of Recognition to Boys Swim Team – Mr. Dunn read and presented a Certificate of Recognition to the Boys Swim Team.

ANNOUNCEMENTS:

1. Mr. Dunn announced that the Board of Finance has scheduled a Public Hearing for the 2017/2018 Proposed Budget on Tuesday, April 4, 2017 at 7:00 PM in Meeting Room 133.

CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN: Mr. Dunn noted receipt of the following letter for the record:

1. Letter dated 03/28/17 from Alice Carolan regarding the Brookfield Library

MONTHLY FINANCIAL RESULTS: Controller Kimberly Siegrist presented the monthly financial results, for February 2017.

PRESENTATIONS:

ALIGNING CAPITAL IMPROVEMENTS AND THE PLAN OF CONSERVATION AND DEVELOPMENT: *Planning Commission Chair Jon Van Hise and Planning Commissioner Dan McGrath presented "Aligning Brookfield's Capital Investments and Its Plan of Conservation and Development."* Mr. Van Hise explained the process to update the current Plan of Conservation and Development, noting that an updated plan allows the Town to apply for additional grant funding opportunities. Mr. Van Hise indicated that his preference is to update the plan according to the needs of the Town. Mr. McGrath explained that although plans across the State of Connecticut do not provide economic data, he suggested sections of the Plan where Brookfield should look to incorporate economic data about capital improvements, noting that information from the Town's Ten-Year Capital Plan should be included.

CHARTER REVISION COMMISSION: *Joni Park, Chair of the Charter Revision Commission, presented the Charter Revisions Commission's recommendations. Charter Revision Commissioners Jerry Friedrich, Ron Jaffe, Todd Hand, Loretta Donovan, Dotti Dori, and Mark Ferry were also present.* Ms. Park introduced members of the Commission, and explained the Commission's review process. Ms. Park stated that the Commission recommends that each item brought before the voters should be listed as separate questions on the ballot. Ms. Park presented the recommendations in order of priority:

- Public Charge 4: *To establish a minimum ten days before Boards can appoint a replacement*
- BOS Charge 5: *Clarify standards, authority, and jurisdiction of the Board of Ethics to the authority the Board has as defined by State Statutes*
- Public Charge 3: *To increase the Board of Selectmen to five members*
- BOS Charge 3: *Clarification of what items can be petitioned to a town meeting*
- Public Charge 1: *Separate votes for First Selectman and Selectmen. The losing First Selectman candidate would not be eligible to run for or be included in the Selectman vote*
- Public Charge 6 – Part 1: *Review budget transfers allowed to be made by the BOS and BOF. Consider raising or eliminating the dollar amount the BOS and the BOF could reallocate in a budget at any time before going to a town meeting for approval.*
- Public Charge 8 – *Clarify the Charter so that wide scale transfers cannot be made early in the fiscal year*
- Public Charge 9 – *Add the ability to restore individual line items at the annual town meeting but only to levels approved by either the BOS or BOE*
- BOS Charge 9: *Consider increasing the number of members on the Library Board of Trustees (to 9 regular members)*

Ms. Park explained that the Commission actively considered all charges, but did not recommend the following:

- BOS Charge 1: *Consider correcting errors in the Charter that conflict with each other*
- BOS Charge 2: *Consider a Charter change to allow for a capital referendum to be in conjunction with the annual budget referendum without the 45-day wait. This would only apply for the annual budget referendum.*
- BOS Charge 4: *Consider eliminating offices that no longer exist*
- BOS Charge 6 – Part 2: *Clarify the reallocation process – one part of the charter gives them the right to reallocate unexpended funds but other parts require a town meeting.*
- BOS Charge 7 – *Consider permanently appointing the Town Attorney as Parliamentarian*
- BOS Charge 10 – *Consider making grammatical changes as needed for clarification*
- Public Charge 2 – *Eliminate charter requirement to pay Selectmen a minimum salary . . . putting the selectmen recommendation into the budget process*
- Public Charge 5 – *Establish Conservation Commissioner as salaried position*
- Public Charge 6 – *Establish a town manager position as a charter required position*
- Public Charge 7 – *Make Town Clerk an appointed position*
- BOS Charge 8 – *Review updating special appropriation levels and time requirements for construction projects*
- Public Charge 10 – *When the BOS authorizes spending of any money set up an ad-hoc committee to discuss it and have public comment*

Mr. Dunn thanked the Commission for their work on the Charter and these recommendations. Atty. Beecher explained further details of the next steps in the charter review process.

NEW ITEMS

2017 STEAP GRANT – STREETSCAPE PHASE II: Application requirement for the 2017 Small Town Economic Assistance (STEAP) Grant. **Mr. Flynn made a motion that the Selectmen approve First Selectman Stephen C. Dunn as Authorized Signatory of the municipality on the Resolution and Application in order to be considered for STEAP funding in the amount not to exceed \$500,000. Ms. Slater seconded the motion.** This application will be completed for phase two of the streetscape project. **The motion carried unanimously.**

FY 2017/2018 OPERATING BUDGET REFERENDUM DATE: Ms. Slater made a motion that the Selectmen recommend in the call of the Annual Town Meeting the date of Tuesday, May 16, 2017, for the 2017/2018 Operating Budget Referendum. Mr. Flynn seconded the motion, and it carried unanimously.

POSTCARD NOTIFICATION TO VOTERS: Mr. Flynn made a motion that the Selectmen approve the mailing of a postcard by the *Pennysaver* (date to receive is May 11th) to residents as a reminder to vote on the 2017/2018 Town Budget Referendum on Tuesday, May 16th. Ms. Slater seconded the motion. *Mr. Ron Jaffe, member of the public, asked about having the operating and capital budgets referenced on the postcard.* **The motion carried unanimously.**

INLAND WETLANDS FEES: The Inland Wetlands Commission is requesting a proposed change in the Wetlands permit transfer fee to enable the Wetlands Enforcement Officer to make the determination and approve a permit transfer, which is a name transfer, as an agent duty; and recommend to the Board of Selectmen to establish a fee for the Wetlands permit transfer in the amount of \$25. **Mr. Flynn made a motion that the Selectmen schedule a public hearing on Monday, May 1 at 7:15 PM, to receive public comment on the establishment of the Wetlands permit transfer fee in the amount of \$25 to the Town Ordinances regarding fees. Ms. Slater seconded the motion.** Atty. Beecher clarified that this would allow the Land Use Office to charge a processing fee of \$25 for permit transfer applications. **The motion carried unanimously.**

SECTION 127-5 LAND USE AGENCY FEES: Discussion of amended Ordinance that streamlines the process for adjusting fee schedules. **Ms. Slater made a motion that the Selectmen schedule a public hearing on Monday, May 1, 2017 at 7:15 PM to receive public comment regarding a draft ordinance for Land Use Agency Fees. Mr. Flynn seconded the motion.** Atty. Beecher clarified that this proposed ordinance would allow the Land Use Agencies to reset their fees without review by the Board of Selectmen. **The motion carried unanimously.**

UPDATES

Zoning Regulations Rewrite & Housing Moratorium: Mr. Dunn gave brief updates about the status of these ongoing projects.

CONSENT AGENDA

SELECTMEN APPROVAL FOR ROUTINE MATTERS:

1. 2017 Candlewood Lake Authority Grant Request through FirstLight Powers Resources in the amount of \$21,240 for funds for the continuation of the decontamination program
2. Fair Housing Policy Statement
3. Affirmative Action Policy Statement
4. Statement of Agreement Between Brookfield Social Services and United Way of Western CT, Inc. in the amount of \$5,000 for ALICE Enrichment Fund

ZONING COMMISSION BOND RELEASES:

40 & 64 Laurel Hill Road (The Residences at Laurel Hill) #201200588, Final Bond Release of \$49,700.75

BOARD OF SELECTMEN REGULAR & SPECIAL MEETING MINUTES:

1. March 6, 2017
2. March 13, 2017
3. March 30, 2017

CONSENT AGENDA MOTION: Ms. Slater made a motion that the Selectmen approve all items on the Consent Agenda. Mr. Flynn seconded the motion. The Board reviewed several items on the Consent Agenda. The motion carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

Ms. Slater made a motion to add the item: appointments to the agenda at this time during the meeting. Mr. Flynn seconded the motion, and it carried unanimously.

APPOINTMENTS:

Ms. Slater made a motion to appoint Ryan Gallo to the Energy Ad-Hoc Committee as recommended by the Democratic Town Committee. Mr. Flynn seconded the motion, and it carried unanimously.

PUBLIC COMMENT: The following residents addressed the Board:

- *Jim Fisher, 12 Aramon Circle*
- *George Walker, 24 Lillinonah Drive*
- *Greg Dembowski, 28 Greenknoll Drive*
- *Carmine Rositano, 6 Big Buck Lane*
- *Matt Grimes, 11 Orchard Street*
- *Jerry Friedrich, 10 Cherokee Drive*
- *Paul Larson, Dean Road*
- *Melissa Marici, 67 Obtuse Road South*
- *Todd Hand, 7 Dairy Farm Drive*
- *George Walker, 24 Lillinonah Drive*
- *Todd Hand, 7 Dairy Farm Drive*
- *Dan Flood, Belden Hill Road*
- *George Blass, 3 Rajcula Farm Road*
- *Matt Grimes, 11 Orchard Street*

ADJOURNMENT: At 9:03 PM, Mr. Flynn made a motion to adjourn the meeting. Ms. Slater seconded the motion, and it carried unanimously.