

MINUTES
REGULAR MEETING
BOARD OF SELECTMEN
BROOKFIELD TOWN HALL – ROOM 133
MONDAY, JUNE 5, 2017
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; Treasurer John Lucas; Video Recording Secretary Nina Mack; 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:

- Jim Fisher of 21 Aramon Circle
- Cathy Lasser of Tower Road

Mr. Flynn made a motion that the Board of Selectmen add to the agenda a discussion about the possible police launch ramp project. Ms. Slater seconded the motion, and it carried unanimously.

LAKE LILLINONAH AUTHORITY: *Greg Petriccione, Chair of the Lake Lillinonah Authority and John Puglisi, of the Lake Lillinonah Authority Marine Patrol, were present to provide an update.* Mr. Petriccione explained the proposal, which is to add a small storage shed, boat launch and a small gas tank for refueling the patrol boats. The conceptual proposal to utilize the Town's property has been discussed with other department heads. Mr. Flynn clarified that the boats are for all the local towns, and not just Brookfield. Upon inquiry from Mr. Flynn about expenditures for the boat launch, Mr. Petriccione replied that the Lake Lillinonah Authority will be primarily responsible. First Light has issued a letter of filing consent. Mr. Dunn noted that this project will increase police presence throughout the area of 54 Obtuse Rocks Road. **Ms. Slater made a motion to authorize the Lake Lillinonah Authority to proceed with seeking permit approvals for this project subject to later formal agreement with the Town and to authorize the First Selectman to sign any permits as necessary. Mr. Flynn seconded the motion, and it carried unanimously.**

ANNOUNCEMENTS: There were no announcements.

CORRESPONDENCE: There was no correspondence.

MONTHLY FINANCIAL RESULTS: Controller Kimberly Siegrist presented the Monthly Financial Results.

NEW ITEMS

COMMISSION ON AGING REQUEST: The Commission on Aging requested in their May 9th letter that the BOS appoint an Ad-Hoc Committee to review the current tax credits and deferrals available to senior citizens and recommend changes. *Betsy McIlvaine of 127 Long Meadow Hill Road and Chair of the Commission on Aging presented an update.* Ms. McIlvaine explained that the purpose of this proposal is to ask the Board of Selectmen to create an ad-hoc committee to review the elderly tax credit plan. Ms. McIlvaine explained that the City of Danbury allows residents to complete community service work as part of their plan, and the Town of Bethel has appointed a committee to review its plan. **Ms. Slater made a motion**

to form an ad-hoc committee to study the current tax credits and deferrals available to senior citizens and recommend changes. Mr. Flynn seconded the motion, and it carried unanimously.

SEPTIC TRACKING COMPANY SELECTION: Request from Dr. Ray Sullivan, Health Director, to approve recommendation of a septic tracking company to take the place of the walkover program to an updated tracking system. Mr. Dunn reported that the purpose of this permit system proposal is to automate the septic system tracking records. Ms. Slater suggested that the Board invite Dr. Sullivan to speak about this proposal. **Mr. Dunn made a motion to table this item and to invite Dr. Sullivan to meet with the Board of Selectmen about this proposal. Mr. Flynn seconded the motion, and it carried unanimously.**

UPDATES

96-4.1 APPLICATION FOR BUILDING PERMITS: Public Hearing held on June 5th at 7:15 PM for the required changes in the ordinance due to implementation of View Permit and software. The current ordinance has all taxes due to be paid on the date of the application. The change will apply only to delinquent properties. The difference is currently that the Town requires taxpayers to have their taxes paid if they want a permit. This change will only reject delinquent applications not taxes due, and is only an issue in collection months. **Mr. Flynn moved that the Selectmen approve the amendment to Town Ordinance Section 96-4.1 Application for Building Permits. Ms. Slater seconded the motion.** Town Attorney Beecher also noted that this proposal clarifies a section of the ordinance, as the Town's Tax Collector has no authority to enter into a payment plan with a resident. **The motion carried unanimously.**

134-4C FOOD SERVICE ESTABLISHMENT: Public Hearing held June 5th at 7:15 PM for changes in the ordinance updated to reflect CT State Statute 12-146a which states that the municipality can withhold or revoke if taxes are delinquent for a period of not less than one year. **Mr. Dunn made a motion that the Selectmen approve the amendment to Town Ordinance Section 134-4C Food Service Establishment. Mr. Flynn seconded the motion.** The purpose of this proposal is to update the ordinance to follow State statutes. **The motion carried unanimously.**

NEIGHBORHOOD ASSISTANCE ACT PROPOSAL: Public Hearing held June 5, 2017 at 7:15 PM for proposal submitted by the Regional YMCA of Western CT requesting NAA funding for their Annual Support Campaign in the amount of \$150,000 as published by the State Department of Revenue Services. Persons making a donation to the YMCA are able to receive a tax credit. **Mr. Dunn moved that the Selectmen approve the 2017 Neighborhood Assistance Act Program Proposal as submitted by the Brookfield Regional YMCA. Mr. Flynn seconded the motion.** Mr. Dunn briefly explained the purpose of this proposal. **The motion carried unanimously.**

LAND USE AGENCY FEES SECTIONS 127-6 & 127-7: Public Hearing was held on May 1st to approve amendment to Section 127-7. **Ms. Slater moved that the Selectmen repeal Sections 127-6 and 127-7 due to the adoption of new Section on 05/01/17. Mr. Flynn seconded the motion, and it carried unanimously.**

2016-2020 TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT: The Board of Selectmen and Board of Finance approved support in October 2016 for an application for the Brookfield Streetscape Project, Phase 2 to be submitted for a matching grant in an amount not to exceed \$475,000 for the town portion. **Ms. Slater moved that the Selectmen forward a request to the Board of Finance to approve bond funding in the amount of \$475,000 and contingent upon Board of Finance approval, a special Town meeting is scheduled on Monday, July 10, 2017 at 6:30 PM in Meeting Room 133. Mr. Flynn seconded the motion.** Mr. Dunn mentioned that the purpose of this motion is to clarify the source of funding for the Town's expenditure. **The motion carried unanimously.**

MUNICIPAL PARKING AND BUILDINGS: The BOS previously approved the First Selectman to discuss the purchase of potential properties with property owners at the Brookfield Town Center for municipal purposes. **Mr. Flynn moved that the Selectmen forward a request to the Board of Finance for an expenditure not to exceed \$12,000 for appraisals in**

conjunction with the possibility of buying property in the Brookfield Town Center for municipal parking and possible municipal buildings. Ms. Slater seconded the motion. Mr. Dunn stated that after phase one and two of the streetscape is complete, there will only be 27 available parking spaces. Mr. Dunn stated that his primary goal is to add parking spaces in this area. **The motion carried unanimously.**

CONSENT AGENDA

BOARD OF SELECTMEN REGULAR & SPECIAL MEETING MINUTES:

- May 1, 2017
- May 9, 2017
- May 23, 2017
- May 24, 2017

DRIVEWAY BOND RELEASES: Driveway bond releases in the amount of \$750 –

- 18 Mist Hill Road
- 20 Mist Hill road
- 21 North Pleasant Rise
- 34 North Pleasant Rise
- 13 Surrey Drive

EXCAVATION BOND RELEASES:

- 251 Candlewood Lake Road, Bond #10-11-11 – Release of \$500,000
- Merwin Brook Road, Bond #01-07-16 – Release of \$3,000

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

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS:

- Gary Lorentson (D) – Alternate to the Inland Wetlands Commission – **Ms. Slater made a motion that the Selectmen appoint Gary Lorentson to the Inland Wetlands Commission. Mr. Flynn seconded the motion, and it carried unanimously.**
- Bruce MacDonald (D) – Alternate to the Planning Commission – **Mr. Flynn made a motion to appoint Bruce MacDonald as an Alternate to the Planning Commission. Mr. Dunn seconded the motion, and it carried unanimously.**
- Juliana Zach (D) – Alternate on the Zoning Board of Appeals – **Mr. Dunn made a motion to appoint Juliana Zach as an Alternate to the Zoning Board of Appeals. Mr. Flynn seconded the motion, and it carried unanimously.**

ADJOURNMENT: Mr. Flynn made a motion to adjourn the meeting at 8:04 PM. Ms. Slater seconded the motion, and it carried unanimously.