

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, AUGUST 19, 2014
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the meeting to order at 5:30 p.m. with Selectmen Diane Knox, Jonathan Tarrant and Paul Parsons present. Jeffrey Zullo was away.

Approval of Minutes: **Motion:** J. Tarrant moved to approve the regular meeting minutes of August 5, 2014, and D. Knox seconded. All voted aye except P. Parsons, who abstained because of absence, and the motion carried.

Public Requests/Comments: Stacey Morgan said she hoped the phone system would be approved at this meeting.

Selectmen's Requests: L. Paul read an email from SBA that said they have decided not to move forward with the potential lease at the Recycling Center for constructing, maintaining and operating a cell tower. **Motion:** P. Parsons moved to add to the agenda New Business Item h) "Notice of Special Town Meeting." J. Tarrant seconded, all voted aye and the motion carried. Mr. Paul then said it is time to apply for STEAP grants again, and he is considering submitting the same projects sent in last time; i.e., municipal lot wall replacement, construction of salt sheds and borough sidewalks.

Resignations

a) Diane Fredsall from Park and Recreation Commission, effective 8/12/14: Received and noted.

Interviews, Appointments & Reappointments

a) Reappoint Steve Z. Ardussi to Veterans' Advisory Committee, term 8/2017: **Motion:** J. Tarrant moved to reappoint Mr. Ardussi as above, and D. Knox seconded. All voted aye and the motion carried.

b) Appoint David Rogers to Local Emergency Preparedness Committee as Emergency Management Director, filling partial two-year term vacancy expiring 4/2016: **Motion:** D. Knox moved to appoint David Rogers as above and J. Tarrant seconded. All voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 7/16/14 Board of Education minutes (draft); 6/16/14 Planning and Zoning Commission minutes; 8/11/14 Board of Finance minutes

Vacancies: The list of current appointed vacancies with term expirations is as follows:

Beautification Commission: 2 regular members 2/2015, 2/2016; 2 alternates 2/2016

Conservation Commission: 1 regular member 12/2016; 2 alternate members 12/2015

Economic Development Commission: One regular member 6/2014; 3 alternate members 6/2015, 6/2016, 6/2017

Litchfield Prevention Council: 3 alternate members, two 6/2016, 6/2017

Milton Historic District Commission: 3 alternate members 1/2015, 1/2015, 1/2019

Northwest Regional Mental Health Board, Catchment Area Council #22, at-large member 5/2015

Park & Recreation: 2 regular members 6/2016, 6/2018; 2 alternate members: 6/2017, 6/2018

Recycling Committee: 4 members, 2/2015, two 2/2016, 2/2017

Town Hall Building Committee: 1 member, 3/2015

Veteran's Advisory Committee: 2 regular members 8/2016, 8/2015; 2 alternate members 8/2015

Water Pollution Control Authority: 1 alternate member 1/2015

Zoning Board of Appeals: 1 regular member 3/2015

Tax Refunds: **Motion:** P. Parsons moved to approve the four tax refunds as submitted by Nancy Southard for a total of \$277.49. J. Tarrant seconded, all voted aye and the motion carried.

Transfers

a) **Transfer #6 - \$144,136 Year End Transfers:** L. Paul explained that the Board of Finance has already approved all these transfers. Rose Bouchard, Finance Director explained the details of Transfer #6. **Motion:** P. Parsons moved to approve Budget Transfer #6 for \$144,136 as detailed on the memo of 8/6/14 from Rose Bouchard. J. Tarrant seconded. Mr. Parsons said a good job was done in budgeting with the small variances left. All voted aye and the motion carried.

b) **Transfer #7 - Part 1: \$210,103.79 Funded by Pay As You Go and/or Capital Non-Recurring
Part 2: \$574,024.69 Funded by Bond Proceeds**

Rose explained that capital accounts were cleaned up and were divided into projects financed from bonding and those from pay as you go or other forms of general financing. Additional funding will be added to the Bantam Fire Company's ADA bathroom upgrade project, as the bids came in higher than expect. Other monies were put toward upcoming Capital Improvement Program projects to reduce bonding. Funds in the bonded projects area are obligated to go toward other bonded projects, so Rose worked with Jack Healy to target the money for the projects that would use it most quickly. **Motion:** P. Parsons moved to approve Budget Transfer #7 in two parts of \$210,103.79 and \$574,024.69. D. Knox seconded. P. Parsons said this is great news with almost \$800,000 of money the Town will not have to borrow, and he thanked Rose for her work. L. Paul said that our Bond Counsel has been urging the Town to do this for a while. Upon voting, all voted aye and the motion carried.

c) **Transfer #8 - \$96,458 from LOCIP Document Fees to White Woods Road and Mason Hill
Road Projects**

Rose Bouchard said that money has been collected as filing fees in the Town Clerk's office earmarked for local capital improvement programs. It has been accruing for the last several years and now stands at \$96,458. This amounts to about \$5,000 - \$6,000 per year and will be transferred into two current projects identified by J. Healy. From now on, the amount accrued annually will be transferred each year. **Motion:** P. Parsons moved to approve Budget Transfer #8 in the amount of \$96,458 for use in two capital projects. J. Tarrant seconded, all voted aye and the motion carried.

Old Business

a) **School Building Project Update – Peg Perusse:** Ms Perusse said once the minutes of the Board of Education have been approved at the next meeting that they have accepted both projects, she can continue to close out with the State. Frank Simone and John Bongiorno confirmed both motions were voted on. She passed out a spread sheet that showed the status of the projects. There is still reconciling to do with back charges, then bonding will be apportioned with more calculations before a final number is reached for reimbursement. The estimated amount due at this point is \$769,554. She is hoping that her work will be complete by the end of September and the State should be able to report back fairly soon. They have told her to go ahead and contact the auditors.

b) **Bid Award – Board of Education VOIP Phone System:** J. Healy explained the bid results, and recommended Hilltop Technologies considering all areas including on-site support, ability to handle all schools, E911 solution included, and cabling costs included. **Motion:** J. Tarrant moved to award the BOE's VOIP phone system bid to Hilltop Technologies in the amount of \$27,384.00. D. Knox seconded the motion. D. Knox supported this as the smart choice, even though it was not the low bid. Upon voting all voted aye and the motion carried.

New Business

a) **Award Bid for 2014 Four-Wheel Drive Pick-Up:** Motion: J. Tarrant moved to award the bid for the pickup truck to low bidder Davidson Chevrolet in the amount of \$30,000. D. Knox seconded. J. Healy said this will be used by the garage foreman. All voted aye and the motion carried.

b) **Award Bid for LCS Concrete Sidewalk Bid:** Motion: J. Tarrant moved to award the LCS sidewalk bid to Martin Laviero in the amount of \$75,522. D. Knox seconded. J. Healy said they built the sidewalks in the center of town. All voted aye and the motion carried.

c) **Award Bid for LHS Window Replacement:** Motion: J. Tarrant moved to award the LHS window bid to the sole bidder Rich Donegan in the amount of \$11,667. All voted aye and the motion carried.

d) **Award Bid for LHS Loading Dock:** Motion: J. Tarrant moved to award the LHS loading dock bid to Engineered Coatings Inc. in the amount of \$38,000. D. Knox seconded. J. Healy reported the low bidder was unable to provide the supporting documentation and schedule, so they chose this company. Upon voting all voted aye and the motion carried.

e) **Award Bid for LCS Asbestos Removal:** Motion: J. Tarrant moved to award the LCS asbestos removal bid to Alberca Construction in the amount of \$15,300. D. Knox seconded. All voted aye and the motion carried.

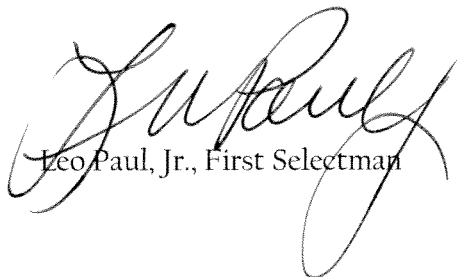
f) **Award Bid for LHS Door Replacement:** Motion: J. Tarrant moved to award the LHS door replacement bid to Deacon in the amount of \$11,200. D. Knox seconded. All voted aye and the motion carried.

g) **LIS Coping Stone Replacement:** Motion: J. Tarrant moved to award the LIS coping stone replacement to low bidder Millennium in the amount of \$18,700. D. Knox seconded. Mr. Healy said the cap around the school has bad spots that will be replaced. All voted aye and the motion carried.

h) **Notice of Special Town Meeting:** Mr. Paul read the call for the 9/2/14 special town meeting to be held at the Litchfield Firehouse, including transfers, approval of the Regional Animal Control Agreement, and approval of the 2012-2013 Annual Report. Motion: P. Parsons moved to approve the notice of special town meeting for 9/2/14 and with the six items as read. J. Tarrant seconded, all voted aye and the motion carried.

Correspondence: None

Adjournment: Motion: P. Parsons moved to adjourn at 6:05 p.m. and J. Tarrant seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman