

**SPECIAL MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, JANUARY 3, 2012
TOWN OFFICE BUILDING ~ 5:30 P.M.**

Call to Order: First Selectman Leo Paul, Jr. called the special meeting to order at 5:30 p.m. Also present were Jeffrey Zullo, Paul Parsons and Diane Knox. R. Christopher Blake was absent.

Approval of Minutes: **Motion:** D. Knox moved to approve the regular 12/20/11 meeting minutes. J. Zullo seconded, all voted aye, except P. Parsons who abstained because of absence, and the motion carried.

Selectmen's Requests: None

Resignations

a) **Francis C. Carpentier from Pension Commission, alternate board, effective 12/22/11:** Received and noted.

b) **Daniel Calhoun from Park & Recreation Commission, effective 12/22/11:** Received and noted.

Interviews, Appointments & Reappointments

a) **Reappoint Jennifer Parsons to Sandy Beach Commission, term expiration 12/2014:** **Motion:** D. Knox moved to reappoint Jennifer Parsons as above and P. Parsons seconded. All voted aye and the motion carried.

b) **Appoint Francis C. Carpentier to Pension Commission, regular member, term expiration 2/2015:** Mr. Paul explained that, as an alternate, Mr. Carpentier was given the option of filling the regular vacancy, and he expressed interest. **Motion:** D. Knox moved to appoint Mr. Carpentier to fill the regular member vacancy on the Pension Commission, with term expiration of 2/2015. P. Parsons seconded, all voted aye except J. Zullo, who abstained because he did not participate in the interview process and did not know Mr. Carpentier, and the motion carried.

Liaison Reports/Commission-Committee Minutes: 12/14/11 BOE special meeting minutes; 12/13/11 Capital Improvements Committee minutes; 10/17/11 P&Z Minutes

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

Beautification Commission: 2 regular members 2/2012, 2/2014; 1 alternate 2/2013

Bridge Committee: 1 member, P&Z Liaison

Cable Television Advisory Council: One member 6/2013

Economic Development Commission: One regular member 6/2013; 1 alternate 6/2013

Inland Wetlands Commission: 1 regular member 6/2014

Milton Historic District Commission: 2 alternate members 1/2012

Park & Recreation: 1 regular member 6/2014; 2 alternate members: 6/2013, 6/2014

Pension Commission: 2 alternate members 3/2013

Recycling Committee: 3 members, 2/2012, 2/2013, 2/2014

Veteran's Advisory Committee: 1 regular member 8/2012; 2 alternate members 8/2012

Water Pollution Control Authority: 1 regular member 1/2013

New Business

a) **Registrars – Emergency Plan:** Registrars Nancy Knowlton and Marie Wallace were present to summarize the Emergency Plan that has been evolving as a result of trying to determine the correct percentage of ballots to order as well as how to proceed in case of power outages or other emergencies. They asked for the endorsement of the Board of Selectman to present to the Secretary of the State. **Motion:** P. Parsons moved to endorse the Registrars' Emergency Plan as presented, and D. Knox seconded. All voted aye and the motion carried.

b) **Police:** L. Paul explained they are planning to eliminate our second Resident Trooper and replace that Trooper with a Constable, retired State Police Sgt. Greg Kenney at \$48,000/year. The Town will save about \$12,000 with this move. Cpl. Roger Doyle is retiring in April. Officer Peter Russo will be promoted to Cpl. Doyle's position with a slight pay increase. Mr. Paul said we may not see a saving this year. It will be more

likely a wash, because of costs associated with Cpl. Doyle's retirement and Officer Russo's pay increase. Next year will yield between \$60,000 and \$70,000, or maybe as high as \$80,000 in cost savings. The oldest police vehicle will no longer be needed and will be sold. Mr. Paul would like Sgt. Kenney to start next Monday or the Monday after that, with a short overlap with the outgoing Resident Trooper. No fund transfers will be needed. **Motion:** J. Zullo moved to endorse the decision to eliminate the second Resident Trooper and use two Constables instead. D. Knox seconded, all voted aye and the motion carried.

c) Audit Report Presentation – Karl Fisher: K. Fisher relayed that the auditors have asked that the Town reconcile all cash accounts monthly, including Board of Education. He was pleased with the overall outcome of the audit and said he worked well with the auditors throughout the process. J. Zullo commended him for a fast and clean audit. P. Parsons asked why the Board of Education does not show the detail that the Town side does. Mr. Fisher replied that they treat the Board of Education as a department in these financial statements. He will ask if they can break out the budget for more detail in the public record. J. Zullo added that the final audit on the school building project will be delayed until the final meeting of the SBC to close the project and initiate the audit by way of a final report to the State. He urged them to move along on it, as they are paying interest every month on \$500,000. He also urged the Board to insist the Board of Education pick up its increase for OPEB. The Town is contributing at the actuarial rate. He said that while the pension funding has doubled since 2006, this is a disturbing trend. Payroll remains flat and liability has almost doubled. L. Paul said that some of this will be taken up with negotiations with the unions. J. Zullo then asked about the Capital Nonrecurring and K. Fisher said it is combined with the Capital Projects Fund for purposes of the audit. L. Paul thanked Karl Fisher for all his hard work as Finance Director and said he is glad he is here. The Board agreed.

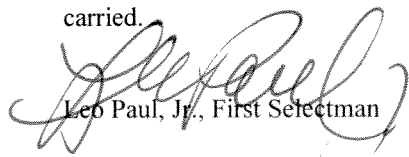
d) Adopt Resolution of Endorsement Titled “Public Works Equipment for Roadway Maintenance”: L. Paul explained that these grants are from the Regional Performance Incentive Program. Originally the towns had to go to Town Meeting for permission to apply for these regional grants, but now it has been changed so that approval of the Board of Selectmen is sufficient. This application would allow for a joint purchase between 20 towns (LHCEO and NWCCOG) of public works equipment and sharing of storage. **Motion:** J. Zullo moved to approve the resolution of endorsement for public works equipment for roadway maintenance. P. Parsons seconded the motion. All voted aye and the motion carried unanimously.

e) Adopt Resolution of Endorsement Titled “Regional Organic Recycling Facility Feasibility Study”: L. Paul explained this application for funding under the Regional Performance Incentive Program for a regional organic recycling facility feasibility study. **Motion:** J. Zullo moved to approve the resolution of endorsement for a regional organic recycling facility feasibility study. P. Parsons seconded the motion. All voted aye and the motion carried unanimously.

f) Adopt Resolution of Endorsement Titled “Regional Animal Control Facility Feasibility Study”: L. Paul introduced this as an application for funding under the Regional Performance Incentive Program for a feasibility study for a regional animal control facility. The LHCEO has been working on this and will be looking at enlarging the Torrington facility and having all the towns use it and to regionalize the animal control system. **Motion:** J. Zullo moved to approve the resolution of endorsement for a regional animal control facility feasibility study. P. Parsons seconded the motion, all voted aye and the motion carried unanimously.

g) Discuss Permission to Allow White Memorial to Conduct Ice Fishing Demo by DEEP at Litchfield Town Beach 1/21/12: Mr. Paul explained that White Memorial holds a fishing demonstration conducted by the DEEP and usually uses the pond in back of the museum. This year they are expecting 70 people and have asked for permission to hold the demonstration at the Litchfield Town Beach on January 21, provided the ice is ready. **Motion:** P. Parsons moved to give White Memorial permission to conduct the ice fishing demonstration at the Litchfield Town Beach on January 21st. J. Zullo seconded the motion. All voted aye and the motion carried.

Motion: P. Parsons moved to adjourn at 6:23 p.m. and J. Zullo seconded. All voted aye and the motion carried.


Leo Paul, Jr., First Selectman