

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, JUNE 6, 2017  
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the meeting to order at 5:32 p.m. with Selectmen Jeffrey Zullo, Diane Knox and Jonathan Tarrant present. Paul Parsons was absent.

Approval of Minutes: Motion: J. Zullo moved to approve the regular May 16, 2017 meeting minutes, and J. Tarrant seconded. All voted aye except D. Knox, who abstained because of absence, and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Motion: J. Tarrant moved to add under Reappointments, "Appoint Carol Gillette-Lamond to the Litchfield Prevention Council, term 6/2020." D. Knox seconded, all voted aye and the motion carried. Mr. Paul then passed on information from the Advisory Commission on Intergovernmental Relations (ACIR) liaison group. They are meeting more frequently looking to establish better results with unfunded mandates.

Motion: J. Zullo moved to add to the agenda under Old Business b) "Bantam Annex Affordable Housing Project." J. Tarrant seconded, all voted aye and the motion carried.

Motion: J. Zullo moved to cancel the June 20<sup>th</sup> meeting, as there will not be a quorum, reschedule a special meeting for June 27<sup>th</sup>. There is no meeting scheduled for July 4<sup>th</sup>, so the next meeting will be the regular July 18<sup>th</sup> meeting. D. Knox seconded, all voted aye and the motion carried.

Resignations

a) Declining Reappointment: Frederick A. Colson III from Economic Development Commission: received and noted

Interviews, Appointments & Reappointments

a) Interview Eileen Schmidt for Economic Development Commission, alternate member, 6/2020: Ms Schmidt said she has lived in Litchfield for 40 years and listed all the groups she volunteers with. She is interested in Litchfield's 300<sup>th</sup> anniversary and the future of Litchfield. Motion: J. Zullo moved to appoint Eileen Schmidt as an alternate member of the EDC, with membership through June of 2020. D. Knox seconded, all voted aye and the motion carried.

b) Interview Nancy LaTour for Board of Ethics, regular member, 6/2020: Ms LaTour said she has been in Human Resources for over 20 years working with confidential matters. She is serving on P&Z as an alternate. Peter Losee asked her to join the Board of Ethics and she has attended meetings. Motion: J. Zullo moved to appoint Nancy LaTour to the Board of Ethics as a regular member with term expiration of 6/2020. D.Knox seconded, all voted aye and the motion carried.

c) Reappoint Jennifer Abbott to Litchfield Prevention Council, term 6/2020

c-1) Reappoint Carol Gillette-Lamond to Litchfield Prevention Council, term 6/2020

Motion: J. Tarrant moved to reappoint both Jennifer Abbott and Carol Gillette-Lamond as above, and D. Knox seconded. All vote aye and the motion carried.

**d) Reappoint Paula Hains Rolleston to Economic Development Commission, term 6/2020: Motion:** D. Knox moved to reappoint Paul Hains Rolleston to the Economic Development Commission with term ending 6/2020. J. Torrant seconded, all voted aye and the motion carried.

**Liaison Reports/Commission-Committee Minutes:** 4/26/17 EDC minutes; 4/25/17 Conservation Commission minutes; 5/10/17 Inland Wetlands minutes; 5/13/17 Fire & EMS minutes; 5/1/17 P&Z minutes; 3/2/17 Design Review Advisory Committee minutes; 5/11/17 WPCA minutes

**Green Team Update:** J. Zullo said they met today and said they are developing a Litchfield quarterly energy dashboard in order to show the energy consumption relative to the baseline. They would like to present the 2016/17 year to the Selectmen in September. He said the award of the Energy Star certification will be presented on June 21, 2017 for Center School. D. Knox will attend the Board of Ed meeting to represent the Board of Selectmen at the presentation. He also said there are ZREC awards available that could get the first half of the solar project paid for and produce a return on investment in four years, with no electric cost after that. He will forward the information to Mr. Paul.

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

Bantam Lake Authority: 1 member 12/2019  
Beautification Commission: 1 regular member 2/2020; 2 alternates 2/2019  
Board of Ethics: 2 alternate members 6/2019, 6/2020  
Cable TV Advisory Council: 1 member 6/2017  
Capital Improvements Committee: 1 citizen at large  
Conservation Commission: 1 regular members 12/2016; 2 alternate members 12/2018  
Economic Development Commission: 2 regular members 6/2020; 1 alternate member 6/2020  
Inland Wetlands: 1 regular member 2017; 2 alternate members 6/2017  
Litchfield Prevention Council: 2 alternate members 6/2017, 6/2019  
Milton Historic District Commission: 2 alternate members 1/2018, 1/2018  
Northwest CT Convention & Visitors Bureau: 1 member 9/2018  
Northwest CT Transit District: 1 member 5/2018  
Park & Recreation: 2 alternate members: 6/2017, 6/2018  
Pension Commission: 1 alternate member 3/2019  
Recycling Committee: 1 regular member 2/2018; two alternates 2/2017, 2/2018  
Social Services Board: 1 member 2/2017  
Veteran's Advisory Committee: 2 regular members 8/2016, 8/2018; 2 alternate members 8/2018  
Water Pollution Control Authority: 1 alternate member 1/2021  
Zoning Board of Appeals: 1 regular member 3/2021; 2 alternate members 3/2020

**Tax Refunds:** **Motion:** J. Torrant moved to approve the seven tax refunds as presented by the Tax Collector in the amount of \$1,486.04. D. Knox seconded, all voted aye and the motion carried.

### **Old Business**

**a) Update on LVA/Morris Agreement:** Mr. Paul said there will be a special meeting next week of the Fire Commission where there will be a representative from CIRMA to explain to them what our liabilities would be with workers comp and liability insurances. It is the Commission's and our hope that this will be a temporary situation, with Morris taking back the Personal Service Area (PSA) soon. There will be another discussion at the Board of Selectmen's special meeting on June 27<sup>th</sup>.

**b) Bantam Annex Affordable Housing Project:** J. Zullo said the Phase I environmental study contract has been awarded and will be discussed at the next meeting. It will be best if the Town initiates the contract. David Berto, the State consultant, will prepare a proposal to submit to Mr. Paul outlining the

elements and cost of the study that should be ready for discussion at the June 27<sup>th</sup> meeting. The architect has been pre-selected by the Housing Trust.

#### New Business

a) **Award Bid for Recycling Center Containers Replacement:** Raz Alexe explained the containers to be replaced. **Motion:** J. Zullo moved to award the bid to East Coast Containers in the amount of \$19,400 for all four containers. J. Torrant seconded, all voted aye and the motion carried.

b) **Award Bid for Bantam Annex Snow Removal:** The lowest bid was not taken because it was so far below the average cost of the job. There was some discussion on the possibility of plowing less area after the court leaves and using a different entrance for the Annex. **Motion:** J. Zullo moved to award the bid to the second lowest bidder, Towne & Aurell, Inc. in the amount of \$15,000. J. Torrant seconded, all voted aye and the motion carried.

c) **Award Bid for Repointing, Sealing and Exterior Painting at DPW Building:** R. Alexe said all three bids came in at budget, even after the capital budget had been cut. **Motion:** J. Zullo moved to award the bid to the low bidder, Scholar Painting in the amount of \$26,320. J. Torrant seconded, all voted aye and the motion carried.

d) **Award Bid for Rug Replacement at BOE Central Offices at LIS:** **Motion:** J. Zullo moved to award the bid to low bidder Bartholomew Contract Interiors in the total amount of \$5,346. J. Torrant seconded, all voted aye and the motion carried.

e) **Award Bid for Sealing Glass Portion of Front/Basement Area of Foundation at LCS:** **Motion:** R. Alexe explained the job and highly recommended HLC Excavating. **Motion:** J. Zullo moved to award the contract to HLC Excavating in the amount of \$15,650. J. Torrant seconded, all voted aye and the motion carried.

f) **Endorse Economic Development Commission By-Laws:** EDC by-laws were drafted by Chairman Cleve Fuessenich, and he presented his draft. The Board thought it was an excellent draft. **Motion:** J. Zullo moved to endorse the EDC's draft by-laws subject to Town Counsel's review. J. Torrant seconded, all voted aye and the motion carried.

#### Correspondence

a) **5/10/17 Letter from DAS Re Bantam Courthouse Lease:** Mr. Paul summarized the letter from Shane Mallory of the DAS giving us notice that the lease agreement will end somewhere around Sept. 20, 2017. Mr. Zullo asked what responsibility the State would have to repair/replace items upon inspection. Mr. Paul will look into that with Town Counsel.

**Adjournment:** **Motion:** J. Torrant moved to adjourn at 6:33 p.m. and D. Knox seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman