

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, MAY 2, 2017
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 Jeffrey Zullo, Paul Parsons and Jonathan Tarrant present. Diane Knox arrived at 5:36 p.m.

Approval of Minutes

a) **Regular 4/18/17:** J. Zullo moved to approve the regular meeting minutes of 4/18/17 and P. Parsons seconded. J. Tarrant noted changes to Old Business b) to add "Litchfield" to Main Street Initiative Committee, and change the first line of the Charge section to read, "The Litchfield Main Street Initiative Committee..." J. Zullo amended his motion to reflect the changes. [*Diane Knox arrived here at 5/36 p.m.*] J. Tarrant seconded, all voted aye and the motion carried.

b) **Special 4/27/17:** Motion: J. Zullo moved to approve the special 4/27/17 meeting minutes and J. Tarrant seconded. All voted aye and the motion carried.

Public Requests/Comments: Nancy Rogers, 12 Millay Court, spoke about a letter from Gov. Malloy regarding immigration issues. She is concerned with ICE coming into a community and the importance of them speaking directly with local police. School officials are not allowed to interact with them.

Mike Delay, 12 Millay Court, said he is pro-immigration and sensitive to what many immigrants are going through.

Tina Bernacki, Baldwin Hill Road, supported the immigration concerns, and said that although officials may come into town to find people, we do not necessarily have to assist them.

Selectmen's Requests: Motion: J. Zullo moved to add to Appointments a) "Appoint Fran Carpentier to Town Treasurer, effective 5/15/17." J. Tarrant seconded, all voted aye and the motion carried. Motion: J. Tarrant moved to add to Appointments b) "Appoint Executive Committee for Litchfield's 300th Anniversary." P. Parsons seconded, all voted aye and the motion carried. Mr. Paul then informed the Board that there is no new news from the State on the budget, and we may not know the complete outcome until October. He has upcoming meetings with CIRMA, CCM and COST and invited the Board to join him.

Resignations: Mr. Paul reminded the Board of David T. Wilson's resignation, effective 5/15/17, and that Fran Carpentier would replace him until the November election. His appointment would take effect 5/15/17. He and David are now working to get accounts switched over.

Interviews, Appointments & Reappointments

a) **Appoint Fran Carpentier to Town Treasurer, Effective 5/15/17:** Motion: J. Zullo moved that the Board of Selectmen appoint Fran Carpentier to the position of Town Treasurer Interim until the November election, with position to start 5/15/17. D. Knox seconded. Mr. Carpentier gave the Board a brief summary of his qualifications and work history. He has been appointed to the Pension Commission and the Capital Improvements Committee and has been working behind the scenes in anticipation of the appointment. He has been involved in other town meetings and has met with bond counsel and the financial advisor. He has scheduled a meeting with the town auditor and has spoken with contacts at Union Savings Bank. J. Zullo said he is comfortable with this change and was assured we could still ask David T. Wilson if there are questions. J. Tarrant was comfortable as well. P. Parsons said he appreciated all Fran has done to get up to speed. Mr. Carpentier said he is excited and looking forward to the assignment, as he has always had an interest in town administration and operations. D. Knox said she was comfortable and happy to have had

a chance to get to know him prior to the appointment. They then briefly discussed bonding and the upcoming Town meeting. Upon voting on the motion, all voted aye and the motion carried. They congratulated Mr. Carpentier and reminded him to get sworn in with the Town Clerk.

b) **Appoint Executive Committee for Litchfield's 300th Anniversary:** Mr. Paul introduced Lynne Brickley and thanked her for stepping up as a leader in this celebration effort for 2019. Mr. Paul referred to the sheet with the proposed membership, including an attorney, financial and secretary positions, as well as two citizen positions. He will conduct the first meeting to get the committee started. There will be a fund created in the Finance office, and we will use the Town's tax ID number for expense exemptions.

Motion: J. Zullo moved that the Board of Selectmen appoint the Litchfield's 300th Anniversary Executive Committee, for a term beginning 5/2/17 through 1/2020, comprised of Lynne Brickley, Leon Losee, Robert D'Andrea, Gerald Perusse, Lisa Losee, Cleve Fuessenich, and Peter Vermilyea. Ex-officio advisors will be Leo Paul, Jr., Ann Combs and Cathy Fields. J. Torrant seconded the motion.

Discussion: Ms Brickley said the first concern is community outreach. She did not think the public would want a three-day, all-day celebration as in 1969. She proposed holding a series of events the townspeople would most like to see throughout the year. She has been researching other 300th celebrations and how they planned them. She is looking for private and corporate sponsorships, and she wants to work closely with EDC and LABA to make it a destination for outsiders. Each event will have its own committee, as well as for marketing, public relations, etc. and hopes to get a wide representation of ages, interests, etc. She is hoping for some small seed money from the Town. J. Torrant asked for activities that include school children. Ms Brickley said the Historical Society has already secured a grant to digitize memorabilia the public brings in.

Vote: Upon voting, all voted aye and the motion carried. P. Parsons clarified that they are creating the committee and have appointed the executive board.

Liaison Reports/Commission-Committee Minutes: 4/26/17 Board of Finance minutes; 4/12/17 Inland Wetlands Minutes; 3/28/17 Conservation Commission minutes; 4/19/17 Board of Ed minutes (draft)

Green Team Update: Jeff Zullo announced that the Litchfield Middle School/High School has been awarded an Energy Star certification. They are finalizing the portfolio in view of the transition of Len Fasano to the Board of Education. He asked Raz Alexe to sit on the Green Team, and Mr. Paul said they would discuss it at a later date. Mr. Zullo said about \$4.5 million from the Volkswagen settlement will go to fund charging stations, so they will apply for a grant for identified locations. The Community Center has been awarded a grant for solar cells on its roof, and he would like others to look at Z-Rec opportunities.

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

Bantam Lake Authority: 1 member 12/2016
Beautification Commission: 1 regular member 2/2017; 2 alternates 2/2019
Board of Ethics: 2 alternate members 6/2017, 6/2019
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: 1 alternate member 6/2017
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: P. Parsons moved to approve the two tax refunds totaling \$306.75, as recommended by the Tax Collector. J. Tarrant seconded, all voted aye and the motion carried.

Transfers: None

Old Business

a) Discuss Potential Uses of Bantam Annex Property and Authorize Solicitation of Bids for Environmental Study (cost to be shared by Bantam Borough and Town, estimated at \$6,000); Mr. Paul referred to the meeting all Selectmen attended on April 27th in which they agreed to discuss the matter today and authorize Raz Alexe to solicit quotes for the environmental study.

Motion: J. Zullo moved that the Board of Selectman authorize Raz to initiate bids for a Phase I environmental study of the Bantam Annex and provide us with input as to options for quotes. J. Tarrant seconded.

Discussion: Mr. Paul said the Bantam Borough will pay half the cost, with total estimate at \$6,000. Town Counsel Mike Rybak disclosed he has worked with the Housing Trust in the past but is not currently working with them. He cautioned of the possibility of a Phase II study being triggered by the Phase I. The Phase I is needed to apply for grants, but he said to be very clear on the menu items to be spec'd out; specify only certain items. Mr. Alexe hopes to have some information on quotes by the next meeting. Mr. Paul said that this project would be very good for the community.

Vote: Upon voting all voted aye and the motion carried.

New Business

a) **Stillman House LLC:** Dennis McMorrow, Berkshire Engineering and Surveying, on behalf of Attorney Bobby D'Andrea, showed a map of Beecher Lane showing a drainage easement granted by the previous owner at the end of Beecher Lane where the Town has built the drainage. With that easement, there was another provision for a land swap, but the current owner has different ideas of what they want. Mr. McMorrow proposed moving the hydrant to the other side where they do not plow and grade out an 8 ft. snow shelf at 2% grade with gravel strip so the water will run into it and into the catch basin to avoid erosion. In exchange for that the property owners are looking for transfer of the area at the end of Beecher Lane to be transferred to Stillman House LLC. The other areas marked will be transferred to the Town so they can widen it for the plow truck to turn around. Mr. Rybak said the Town needs to know if they own an easement or if they own the property in fee. Bobby D'Andrea will do a search to find out.

Motion: Jeff Zullo moved to table action on Stillman House LLC until a future meeting, and J. Tarrant seconded. All voted aye and the motion carried.

b) **Award Construction of White Woods Road Bridge No. 05175:** Motion: J. Zullo moved that the Board of Selectmen award the construction of White Woods Road Bridge to Brunalli Construction

Company in the amount of \$2,171,732.00, with project funding as proposed. J. Tarrant seconded. Mr. Alexe said the project will be started right after the road race. Upon voting all voted aye and the motion carried.

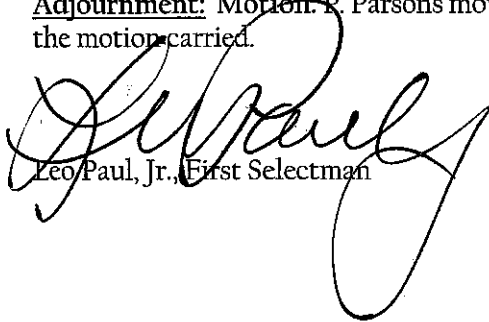
c) **Sign Town Meeting Call for 5/10/17:** Motion: J. Zullo moved to approve the Notice of Annual Budget Meeting of 5/10/17, to be held at the Intermediate School Auditorium at 7:00 p.m. D. Knox seconded, all voted aye and the motion carried.

d) **Collective Bargaining Agreement – Custodians:** Mr. Paul explained that this is a one-year extension until June 30th to give the custodians their 3% pay increase retroactive to the beginning of the year. Motion: J. Zullo moved to authorize Leo Paul to sign an extension of the collective bargaining agreement for the custodians. J. Tarrant seconded, all voted aye and the motion carried.

e) **Executive Session: Personnel Matter:** Motion: J. Tarrant moved to go into executive session at 6:37 p.m. with all board members present as well as Amaechi Obi and Roxanne Carroll to discuss a personnel matter. They came out of executive session at 6:48 p.m. Motion: D. Knox moved to endorse the settlement package for Roxanne Carroll, as mentioned, with a final employment date of June 23, 2017. J. Tarrant seconded, all voted aye and the motion carried.

Correspondence: None

Adjournment: Motion: R. Parsons moved to adjourn at 6:49 p.m. and D. Knox seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman