

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, DECEMBER 19, 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 Jonathan Tarrant, Jeffrey Zullo and Paul Parsons also attending. Mr. Paul asked for a moment of silence in honor of Selectman colleague Diane Knox, who passed away this morning. He said she will be sorely missed and always did the right thing for Litchfield no matter who was involved in an issue.

Approval of Minutes: Motion: J. Tarrant moved to adopt the regular minutes of December 5, 2017 and J. Zullo seconded. All voted aye except P. Parsons, who abstained because of absence, and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: J. Zullo asked to add to the 1/2/18 agenda a Green Team update on its Town dashboard of energy usage. Mr. Paul said he would add it to the agenda.

Resignations

a) David W. Wilson from Board of Finance: Mr. Paul said the Board of Finance will look to appoint someone to fill the vacancy.

Interviews, Appointments & Reappointments

a) Appoint John Morosani to Capital Improvements Committee, BOE Appointee, term 11/2019: Motion: J. Tarrant moved to appoint John Morosani to the CIC as the Board of Education Appointee, with term ending 11/2019. J. Zullo seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 12/11/17 Board of Finance minutes; 12/13/17 Inland Wetlands Commission minutes; 10/12/17 Fire & EMS Commission minutes; 11/28/17 Capital Improvements Committee minutes

Green Team Update: Mr. Zullo said they would present the dashboard on January 2, 2018.

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
Inland Wetlands: 1 regular member 2017; 2 alternate members 6/2017
Litchfield 300th Anniversary Executive Committee: 1 regular member
Litchfield Prevention Council: 2 alternate members- 1-6/2019, 1-6/2020
Milton Historic District Commission: 3 alternate members 1/2018, 1/2018, 1/2019
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 regular member 1/2023; 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 accept the 12 tax refunds in the amount of \$2,268.82, as recommended by the Tax Collector. J. Torrant seconded, all voted aye and the motion carried.

Transfers: None

New Business

a) Award Bid for Firm to Revise and Restate Municipal and Merit Service Retirement Plans: L. Paul said the Pension Commission has recommended the Board of Selectmen award the bid to Shipman & Goodwin. **Motion:** J. Zullo moved to award the bid award to Shipman & Goodwin for the review of the merit pension and town pension for an amount not to exceed \$22,000. J. Torrant seconded. All voted aye and the motion carried.

b) Award Bid for GIS Services: L. Paul said Seherr-Thoss awarded the Town \$135,000 and we already had \$20,000 from the Assessor's office to go toward this purchase. Raz Alexe said they did an RFP to request information from firms for this work. Two out of seven firms responded with precise information on the scope. New England Geosystems will provide everything needed in this town's infrastructure. Most of the project will be done within the first year, although it will take longer. Our funding will take care of installation and maintenance through the second year. In subsequent years he expects maintenance to be \$20,000 per year until 2023. In response to questions by J. Torrant, Mr. Alexe said they must report by GIS to the MS4 general permit for municipal stormwater and to converse with the EPA and other agencies. Assessor Kathy Brown needs her maps updated as there is no actual representation of boundaries. This information can then merge with Vision. Surveys will be virtually eliminated and money saved.

Motion: J. Zullo moved to award the bid for GIS services to New England Geosystems in the amount of \$138,750, with funding to come from a Seherr-Thoss grant \$135,000, and from the Assessor's budget \$20,000, Professional Services #1301-52106. J. Torrant seconded, all voted aye and the motion carried.

c) Review and Approve Mission Statement for Town Hall Review Committee: Mr. Paul said since they have dissolved the Town Facilities Committee, they are ready to start a committee to review the options for a Town Hall facility. P. Parsons said we cannot ignore the option of renovating the current town hall along with cost and cost of housing employees during renovation, as the two other options are \$5.2 million and \$5.9 million. J. Zullo said an evaluation had been done on renovating the current Town Hall and a plan made for two stories at a higher cost than currently proposed. He said the old courthouse concept has to be qualified in amount of renovation. He suggested the committee look at the old plan and compare to the new. New language could be added to the mission "to include potential renovation and expansion of the current building." Mr. Parsons was afraid to have two high-cost options. Estimates need to be

brought up to date. J. Tarrant is afraid that the public has not paid much attention to this and may think that the Preservation Trust will pay \$5.2 million for the renovation of the courthouse and not the residents.

Motion: J. Zullo moved to approve the resolution establishing a town Hall review committee as drafted including a revision to section 5 “also consideration of previous town hall BC studies renovating this existing building in comparison to the new building behind us and the old courthouse.”

Second: P. Parsons seconded.

Discussion: Attorney Mike Rybak said he used 20 years for the foreseeable needs timeline, and the Board said that was reasonable. Mr. Paul said there should be some funding left from the old committee to go forward. Mr. Rybak said he represented the Beckwith family, but since the building title has been turned over to the Preservation Trust, he said he has no conflict in representing the Town because he does not represent any other client in this matter. Mr. Rybak will amend the Resolution as voted. Mr. Paul said that at the next meeting the Board will consider for appointment to the Committee: 1 BOS rep; 1 elected official or town employee; 3 members at large; 2 resident alternates.

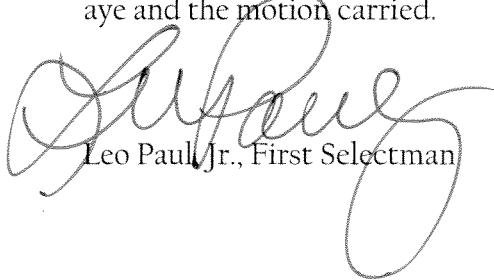
Vote: Upon voting, all voted aye and the motion carried.

d) Approve Town Clerk’s Appointment of Sub-registrars: **Motion:** J. Zullo moved to approve the appointments of Jeffrey R. Thurston, Funeral Director, and Brooke T. Grabowski, Assistant Funeral Director as sub-registrars. These terms would commence 1/2/2018 and expire 1/3/2022. P. Parsons seconded, all voted aye and the motion carried. [Jon Tarrant left at this point at 6:03 p.m.]

Correspondence

a) **12/8/17 Memo to Selectmen from Planning and Zoning:** Mr. Paul directed the Board to the memo from the Planning & Zoning Commission. He will find where the money was spent and where they need the money.

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



Leo Paul, Jr., First Selectman