

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, NOVEMBER 3, 2015
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the meeting to order at 5:33 p.m. Also present were Selectmen Diane Knox, Jeffrey Zullo, Jonathan Tarrant and Paul Parsons.

Approval of Minutes: Motion: J. Tarrant moved to approve the regular October 20, 2015 meeting minutes, and D. Knox seconded. All voted aye except J. Zullo, who abstained because of absence, and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Motion: J. Zullo moved to add under New Business b) "Award Bid for Donahue Road Debris Cleanup." P. Parsons seconded, all voted aye and the motion carried.

Mr. Paul said that he has had numerous conversations with the head of the *Foothills Trader* regarding its recent practice of throwing the newspapers on residents' lawns instead of going through the mail. With many objections, he had agreed to removing those from the delivery list if they objected; however, this has not been working. The Town issued a citation for littering, and in return, they have initiated legal action. L. Paul and Town Counsel Mike Rybak will be having a meeting with them to try to work it out.

J. Zullo updated the group on the Green Team. Litchfield Intermediate School has been selected as the school for the Eversource audit, which will take place November 24th. Len Fasano will support it with Town staff. Members and Len Fasano will be attending a workshop on November 10th, a follow-on to the Municipal Action Plan and the audit. The Team has also developed an outline for audits on LHS, LCS, Town Hall and Public Works at no cost from Earthlight Technologies out of Ellington providing a scope of lighting improvements and Eversource supporting with incentive plans, replacing incandescent bulbs with LED bulbs. The reduced payments would allow a return on investment of two or three years. They are also looking at the Litchfield and Bantam Borough lights. Lan Fasano also mentioned that the new Center School sally port will be an energy saver as it prevents the cold from open exterior doors from entering the school. J. Zullo said they would like to initiate press releases to convey happenings on to the public.

J. Zullo then asked if the Selectmen would like to have more of a conversation about the Public Works position and the operations of the department. He suggested having a Project Manager to stay on top of the processes required for each project. In addition there should be a manager for the day to day operations. Is the current position too much responsibility for the Director with the daily operations as well as the large projects? This might be a good time to review the position. L. Paul thought they should try to hire a new Director/Engineer first and talk about management after. J. Zullo thought a monthly Public Works update at a Selectmen's meeting would help them with oversight if they better understood the department's projects and operations.

J. Tarrant attended the State DEEP meeting at the Bantam Lake Marina last week. He is also trying to get the easement from Eversource to move forward with the Interlocal Advisory Board's work on the Bantam Lake Jams.

J. Zullo updated the group on the Town Facilities Committee. At its last meeting they made the decision to go out to bid for a consultant to do a detailed analysis of the schools' facilities and educational needs, and the Superintendent will put the scope of work together by the beginning of January. The Committee

does not have the resources to do this detailed analysis itself. The Superintendent said that the Board of Education feels that the Intermediate School would be the school to give up space, but they would like to consider retaining use of the auditorium and gym for the students. P. Parsons noted the EDC meeting minutes show that the Bantam Borough is speaking with the EDC on future uses for the old Bantam School and bypassing the Board of Selectmen. J. Zullo will speak with John Langer of the Bantam Borough about this.

Resignations

a) **Declining Reappointment:** Aaron Devaux from Interlocal Advisory Board (for Jambs): received and noted

Interviews, Appointments & Reappointments

a) **Reappoint Constance Gillman to Sandy Beach Commission, term 12/2018:** Motion: J. Zullo moved to reappoint Constance Gillman to the Sandy Beach Commission for term ending 12/2018. J. Torrant seconded, all voted aye and the motion carried.

b) **Appoint Brian H. McKernan to Zoning Board of Appeals, term 3/2020:** Motion: J. Zullo moved to appoint Brian H. McKernan to Zoning Board of Appeals for term ending 3/2020. J. Torrant seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 10/19/15 Board of Finance minutes; 9/30/15 Economic Development Commission minutes (draft); 9/22/15 Conservation Commission minutes; 10/27/15 Conservation Commission minutes (draft); 10/15/15 Sandy Beach Commission minutes; 8/13/15 Fire & EMS Commission minutes; 10/21/15 Board of Education minutes (draft)

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

Beautification Commission: 3 regular members: three 2/2016; 2 alternates 2/2016

Cable TV Advisory Council: 1 member 6/2017

Capital Improvements Committee: 1 PW Dir, 2 citizens at large

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

Economic Development Commission: 2 alternate members 6/2016

Interlocal Advisory Board (Jambs): PW Dir/Eng./Construction, and 2 BLA members

Litchfield Prevention Council: 3 alternate members: one 6/17, two 6/2016

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

Northwest CT Convention & Visitors Bureau: 1 member 9/2018

Park & Recreation: 1 regular member; 2 alternate members: 6/2017, 6/2018

Recycling Committee: 5 members: two 2/2016, one 2/2017, two 2/2018

Town Hall Building Committee: 1 member, 3/2018; one alternate 3/2018

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: 2 alternate member 3/2015

Tax Refunds: Motion: J. Torrant moved to approve the three tax refunds totaling \$441.28 as submitted by the Tax Collector. D. Knox seconded, all voted aye and the motion carried.

Transfers

a) **Transfer #2 – \$80,000 from 56-9501-58101 Capital Non-Recurring to 60-9514-57953-0953 Underground Fuel Tank:** L. Paul explained the history of the tank removal, starting at \$500,000 for 5 tanks, increased by \$165,000, then moving the Bantam tank, addition of meters plus bollards and fencing for all new tanks for an additional \$80,000. Len Fasano thought an extra \$5,000 would give him a more

comfortable cushion, and the Board agreed they would not like to have to go back to Town Meeting again in the future.

Motion: J. Zullo moved to approve budget transfer #2 for F/Y 2015/16 in the amount of \$85,000, (instead of the \$80,000 requested) to come from 56-9501-58101 Capital and Non-Recurring, and go into 60-9514-57953-0953. J. Tarrant seconded. L. Paul said that would leave \$192,204 in Capital and Nonrecurring Fund's balance. Upon voting all voted aye and the motion carried.

Old Business: None

New Business

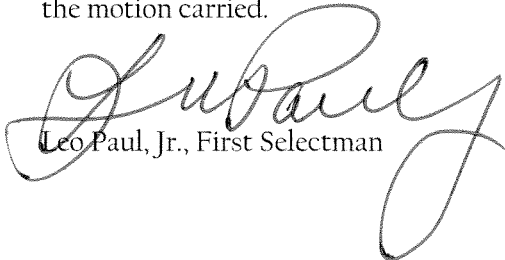
a) **Waive Building Permit Fees for Sign Installation on Constitution Way:** **Motion:** J. Zullo moved to waive the building permit fees for the electric sign on Constitution Way, and J. Tarrant seconded. All voted aye and the motion carried.

b) **Award Bid for Donahue Road Debris Cleanup:** L. Paul explained that this bid is for the cleanup of piles of debris dumped to the right side of the 66 Donahue Road Ext. driveway. J. Zullo asked about different methodologies for disposition of the property, and L. Paul said he would speak to Mike Rybak about coming to the next meeting or the next meeting it comes onto the agenda.

Motion: J. Tarrant moved to award the bid for the removal of several piles of debris at the Donahue Road property to Stone Construction, the low bidder, in the amount of \$9,500.00. D. Knox seconded. J. Tarrant asked if they could come back for more money if they found more than they expected, and Mr. Paul said no. Upon voting, all voted aye and the motion carried.

Correspondence: None

Adjournment: **Motion:** J. Zullo moved to adjourn at 6:38 p.m. and J. Tarrant seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman