

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, OCTOBER 6, 2015
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. Selectmen present were Diane Knox, Jonathan Tarrant, and Jeffrey Zullo. Paul Parsons was absent.

Approval of Minutes

a) **Regular September 15, 2015: Motion:** J. Tarrant moved to approve the minutes of September 15th with the correction of the ninth sentence in New Business, Item a) to read, "There is some debris at the end of the driveway that will need to be removed." D. Knox seconded the motion, all voted aye and the motion carried.

b) **Special September 24, 2015: Motion:** D. Knox moved to approve the special meeting minutes of September 24th, and J. Tarrant seconded. Upon voting, L. Paul and D. Knox voted aye and the others abstained because of absence. The motion carried, as a majority of the three members who attended the special meeting were present to vote.

Public Requests/Comments: None

Selectmen's Requests: L. Paul informed the Board that Jack Healy has given his separation notice as Director of Public Works, with last day to be October 16, 2015. Ads have been placed in the newspaper and will run next week as well. Mr. Paul asked Jeff Zullo and Jon Tarrant to help with interviews, as well as resident Bill Buckley. Mr. Paul then announced his attendance at CCM legislative committee meetings and COST meetings and said he would send the emails to the Selectmen should they like to attend. There is a potential \$50,000 cut to Litchfield in State budget reductions for this year, so he will monitor this closely.

J. Zullo reported the Green Team selected the Intermediate School as the candidate for the audit that Eversource will fund. It will take about a month to get the report finalized, with recommendations to make the building more efficient. They will then plan to present to the Board.

J. Zullo said Litchfield has been honored by Eversource as a high achieving community in energy conservation. There will be an awards ceremony at the Oakdale in Wallingford next Wednesday, and Mr. Paul said he will be attending.

J. Zullo asked if fencing will have to be added around the oil tanks as an add-on to the project and Jack Healy confirmed. He then asked about work on White Woods Road Bridge, and Mr. Healy said they are still waiting for State approval. Mr. Zullo then said he would be away for the next Board meeting on 10/20/15.

Motion: J. Zullo moved to add to New Business f), "Award HVAC Installation and Waive Building Fees" and J. Tarrant seconded. All voted aye and the motion carried.

Interviews, Appointments & Reappointments

a) **Interview Jake Nadler for Economic Development Commission, alternate 6/2018: Motion:** J. Tarrant moved to table until the next meeting the interview of Jake Nadler, as he was unable to attend. D. Knox seconded, all voted aye and the motion carried.

b) Appoint Betty Eisenhaure to Beautification Commission, term 2/2017: Mr. Paul said he waived the interview because he thought everyone knew Betty and she was a past member of the Beautification Commission. **Motion:** J. Torrant moved to appoint Betty Eisenhaure as above and D. Knox seconded. All voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 9/14/15 Board of Finance minutes; 8/4/15 ZBA minutes; 8/17/15 Special ZBA minutes; 8/25/15 & 9/22/15 Conservation Commission minutes (drafts); 7/9/15 Fire & EMS Commission minutes

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
Conservation Commission: 1 regular member 12/2016; 2 alternate members 12/2015
Economic Development Commission: 2 alternate members 6/2016
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 34 tax refunds as presented by the Tax Collector totaling \$1,969.80. D. Knox seconded, all voted aye and the motion carried.

Old Business

a) **Waive Building Fees for Center School Sally Port:** **Motion:** J. Torrant moved to waive the building permit fees associated with the Center School Sally Port installation. D. Knox seconded, all voted aye and the motion carried.

b) **Review Draft Letter to Planning and Zoning:** **Motion:** J. Zullo moved to authorize the First Selectman to send the letter to the Planning and Zoning Commission regarding the update of the regulations as described in the draft dated 9/21/15. J. Torrant seconded, all voted aye, and the motion carried.

New Business

a) **Award Bid for Norfolk Road Catch Basins:** J. Healy said they are now sending notices to contractors who have bid in the last five years as well as advertising in the newspaper. **Motion:** D. Knox moved to award the bid for the Norfolk Road catch basin repair/replacement to low bidder HLC Excavation LLC in the amount of \$18,700. J. Torrant seconded, all voted aye and the motion carried.

b) **Award Bid for West Street Catch Basins:** **Motion:** D. Knox moved to award the bid for the West Street catch basin replacement to low bidder CT Sealcoating LLC in the amount of \$3,380. J. Torrant seconded, all voted aye and the motion carried.

c) **Award Bid for Tannery Brook/Wheeler Road Repairs:** **Motion:** J. Torrant moved to award the bid for repair of Tannery Brook and Wheeler Road to Nagy Brothers Construction LLC in the amount of \$168,750. D. Knox seconded, all voted aye and the motion carried.

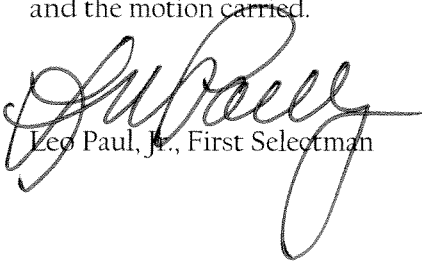
d) Award Bid for LHS Window Film: Motion: J. Torrant moved to award the bid for film to be put on the upper windows in the high school gymnasium to low bidder, Pro-Film, in the amount of \$9,912; and to waive the building permit fees. D. Knox seconded. All voted aye and the motion carried.

e) Award Bid for LHS Windows: Motion: J. Torrant moved to award the replacement of 28 windows at LHS to low bidder Rich Donnegan in the amount of \$12,700; and to waive the building permit fees. J. Healy explained this replacement will be located in the older part of the school that was not renovated. Upon voting all voted aye and the motion carried.

f) Award Bid for LMS HVAC Installation and Waive Building Fees: Mr. Paul said this will be for the offices and Room #601 in the Litchfield Middle School (within the high school). The funds will come from the Board of Education's operating budget for this year. Motion: J. Torrant moved to award this bid for HVAC installation in the Middle School to low bidder Sav-Mor Heating & Cooling in the amount of \$22,400; and waive building permit fees. D. Knox seconded, all voted aye and the motion carried.

Correspondence: None

Adjournment: Motion: J. Torrant moved to adjourn at 6:04 p.m. and D. Knox seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman