

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, SEPTEMBER 16, 2014
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: Selectman Paul Parsons called the meeting to order at 5:32 pm. and explained that First Selectman Leo Paul, Jr. had asked him to chair the meeting in his absence. **Motion:** J. Tarrant moved to appoint Paul Parsons as Acting Chairman for the meeting. J. Zullo seconded, all voted aye and the motion carried. Present were Selectmen Diane Knox, Jeffrey Zullo, Jonathan Tarrant, and Paul Parsons.

Approval of Minutes: **Motion:** J. Tarrant moved to adopt the regular meeting minutes of September 2, 2014, and D. Knox seconded. All voted aye and the motion carried.

Public Requests/Comments: Al Messer commented on the lack of parking in the area of the trail to Little Pond off South Lake Street, and suggested allowing parking on Russell Street or on the triangle. He also suggested putting a sign directing people to the other trail head to Little Pond on White Woods Road. He said he always picks up litter in front of his house and where he walks, and other homeowners should do the same.

Barbara Brower said it looks bad with 20 no parking signs in the area. We need to make people feel welcome. She suggested the Town find an alternative where five or six cars can park. Swan Pond is a bit far away to park.

Jared Look said there is an obvious need for parking as the boardwalk and [White Woods Road] are very popular for walking and biking. The problem was created by closing the end of South Lake Street, which forces people to find another place to park. This only causes a moving, lingering problem. He encouraged the Board to take this up as a serious problem.

Ruth Erikson asked why the signs have gone up, and Mr. Parsons said the First Selectman would need to answer that as it was not a Board decision.

Cindy Birkins, Baldwin Hill Road, said her street gets flooded and the runoff goes through her perennial garden and down her lawn. J. Healy told her that a catch basin is not in the budget, so she is asked if her street can be swept, as she walks her dog and it is dangerous.

Selectmen's Requests: **Motion:** J. Zullo moved to add to the next agenda under New Business: "Parking Issue at End of South Lake Street" with regard to access to the boardwalk. He's heard similar comments from other people about this and also the Greenway trail proposed parking. It's not going to go away and a creative solution needs to be developed. Jack Healy should be involved. He also asked to add to the next agenda "Baldwin Hill Drainage/Safety Problem." D. Knox seconded the motion to add both agenda items. Upon voting all voted aye and the motion carried.

Mr. Parsons announced that Items c), e) and f) bids under New Business are not ready to be awarded, and asked for a motion to remove them from the agenda. **Motion:** J. Tarrant moved to remove New Business Items c), e) and f) from the agenda, to be tabled to a future meeting agenda. J. Zullo seconded, all voted aye and the motion carried.

Resignations: Richard M. Ducci from Zoning Board of Appeals, effective 8/5/14: Received and noted.

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 9/8/14 Board of Finance minutes; 8/14/14 WPCA minutes

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

Beautification Commission: 2 regular members 2/2015, 2/2016; 2 alternates 2/2016
Conservation Commission: 1 regular member 12/2016; 2 alternate members 12/2015
Economic Development Commission: One regular member 6/2014; 3 alternate members 6/2015, 6/2016, 6/2017
Litchfield Prevention Council: 3 alternate members, two 6/2016, 6/2017
Milton Historic District Commission: 3 alternate members 1/2015, 1/2015, 1/2019
Northwest Regional Mental Health Board, Catchment Area Council #22, at-large member 5/2015
Park & Recreation: 2 regular members 6/2016, 6/2018; 2 alternate members: 6/2017, 6/2018
Recycling Committee: 4 members, 2/2015, two 2/2016, 2/2017
Town Hall Building Committee: 1 member, 3/2015
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 regular members 3/2015, 3/2018

Tax Refunds: **Motion:** J. Torrant moved to approve 29 refunds for a total of \$1,824.18 as presented by the Tax Collector, and D. Knox seconded. All voted aye and the motion carried.

Transfers: None

Old Business: None

New Business

a) **Award Bid for Center School Vinyl Floor Replacement:** **Motion:** J. Torrant moved to award the bid to Bartholomew in the amount of \$20,860 in spite of the fact they were not low bidder. D. Knox seconded. J. Healy explained the low bidder's materials did not compare with Bartholomew's. There is \$60,000 in the budget for multiple rooms and this bid is consistent with the plan. Upon voting all voted aye and the motion carried.

b) **Award Bid for Andre Drive Drainage and Road Improvements:** **Motion:** J. Torrant moved to award the bid to low bidder Hubble Construction in the amount of \$37,000, and D. Knox seconded. J. Healy said they have worked for the town before on Meadow Street. The budget comes from the road program and this is a miscellaneous drainage project that has been plaguing the area for 40 years. Upon voting all voted aye and the motion carried.

c) **Award Bid for Zoning Regulations Revision:** removed from agenda

d) **Award Bantam Firehouse STEAP Grant ADA Restrooms Upgrade Construction Contract:** P. Parsons explained that the bid came in higher than available funds, and at last meeting the Board approved a \$20,000 transfer to cover it. Recommendation per Board of Fire Commissioners per its 9/11/14 minutes is for the construction contract to be awarded to Burlington Construction in the amount of \$164,781. **Motion:** J. Torrant moved to award the contract for the Bantam Fire Company's ADA Bathroom Upgrade to Burlington Construction in the amount of \$164,781. D. Knox seconded. P. Parsons noted Jack Healy is working with the Bantam Fire Co. on the specs and keeping everything on track. Upon voting, all voted aye and the motion carried.

e) **Award Northfield Fire Engine 2 Tanker Bid:** removed from agenda

f) Award Bid for Clark Road Culvert Repairs: removed from agenda

g) **Adopt Resolution for \$90,000 STEAP Grant for Municipal Parking Lot Wall:** Mr. Parsons read the resolution. **Motion:** D. Knox moved to adopt the resolution to apply for a \$90,000 STEAP Grant for the municipal parking lot wall. J. Tarrant seconded, all voted aye and the motion carried. The complete resolution reads as follows:

RESOLUTION

WHEREAS, the Board of Selectmen of the Town of Litchfield is cognizant of the conditions and prerequisites for the Small Town Economic Assistance Program as per C.G.S. Section 4-66g; and

WHEREAS, it understands that STEAP funds are to be used for capital projects only; i.e., new construction, expansion, renovation or replacement of an existing facility or facilities; and

WHEREAS, STEAP projects may include, among others, economic development projects rehabilitating or replacing mixed use structures, reconstructing access ways and development related to environmental protection and public safety.

THEREFORE, BE IT RESOLVED: That the Litchfield Board of Selectmen deems it prudent and in the public interest that the Town of Litchfield make an application to the State of Connecticut Office of Policy and Management for \$90,000.00 in 2015 STEAP funding in order to complete the removal and replacement of the retaining wall at the Municipal Parking Lot in the center of Litchfield, with Leo Paul, Jr., Litchfield First Selectman, authorized to execute and file said application on behalf of the Town of Litchfield.

Motion: J. Tarrant moved to dispense with the reading of the first three paragraphs of the next two resolutions, as they are the same, and have Mr. Parsons just read the fourth paragraph. D. Knox seconded, all voted aye and the motion carried.

h) **Adopt Resolution for \$100,000 STEAP Grant for Borough Sidewalks:** Mr. Parsons read the last paragraph of this resolution. **Motion:** D. Knox moved to adopt the resolution to apply for a \$100,000 STEAP grant for Borough sidewalks to replace sections on Meadow Street and in front of 7 North Street in Litchfield. J. Tarrant seconded, all voted aye and the motion carried. The complete resolution reads as follows:

RESOLUTION

WHEREAS, the Board of Selectmen of the Town of Litchfield is cognizant of the conditions and prerequisites for the Small Town Economic Assistance Program as per C.G.S. Section 4-66g; and

WHEREAS, it understands that STEAP funds are to be used for capital projects only; i.e., new construction, expansion, renovation or replacement of an existing facility or facilities; and

WHEREAS, STEAP projects may include, among others, economic development projects rehabilitating or replacing mixed use structures, reconstructing access ways and development related to environmental protection and public safety.

THEREFORE, BE IT RESOLVED: That the Litchfield Board of Selectmen deems it prudent and in the public interest that the Town of Litchfield make an application to the State of Connecticut Office of Policy and Management for \$100,000.00 in 2015 STEAP funding in order to replace sidewalk sections on Meadow Street and in front of 7 North Street in Litchfield, with Leo Paul, Jr., Litchfield First Selectman, authorized to execute and file said application on behalf of the Town of Litchfield.

i) **Adopt Resolution for \$250,000 STEAP Grant for Salt Storage Building:** Mr. Parsons read the last paragraph of this resolution. **Motion:** D. Knox moved to adopt the resolution to apply for a \$250,000 STEAP grant for the salt storage building where we remove two old salt sheds and construct a new salt storage building. J. Torrant seconded, all voted aye and the motion carried. The complete resolution reads as follows:

RESOLUTION

WHEREAS, the Board of Selectmen of the Town of Litchfield is cognizant of the conditions and prerequisites for the Small Town Economic Assistance Program as per C.G.S. Section 4-66g; and

WHEREAS, it understands that STEAP funds are to be used for capital projects only; i.e., new construction, expansion, renovation or replacement of an existing facility or facilities; and

WHEREAS, STEAP projects may include, among others, economic development projects rehabilitating or replacing mixed use structures, reconstructing access ways and development related to environmental protection and public safety.

THEREFORE, BE IT RESOLVED: That the Litchfield Board of Selectmen deems it prudent and in the public interest that the Town of Litchfield make an application to the State of Connecticut Office of Policy and Management for \$250,000.00 in 2015 STEAP funding in order to remove two old salt sheds and construct a new salt storage building, with Leo Paul, Jr., Litchfield First Selectman, authorized to execute and file said application on behalf of the Town of Litchfield.

Correspondence: None

Adjournment: **Motion:** J. Torrant moved to adjourn at 6:00 p.m. and D. Knox seconded. All voted aye and the motion carried.

Paul J. Parsons, Selectman