

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, MARCH 1, 2011
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. Also present were Selectmen Paul Parsons, R. Christopher Blake and Diane Knox. William Dranginis was absent.

Approval of Minutes: a) **2/15/11 Regular Meeting Minutes:** **Motion:** C. Blake moved to accept the regular 2/15/11 minutes as presented, and D. Knox seconded. All voted aye and the motion carried.
b) **2/23/11 Special:** **Motion:** C. Blake moved to accept the special 2/23/11 meeting minutes as presented and D. Knox seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: **Motion:** C. Blake moved to add "Review of the Official Statement Dated 1/26/11 on the Bond Anticipation Notes" under New Business g). D. Knox seconded, all voted aye and the motion carried. L. Paul said the Finance Director would be present to answer any questions.

Resignations

a) **Declining Reappointment: Emmy Coley from Social Services Board, effective 2/18/11:** Received and noted.

Interviews, Appointments & Reappointments

a) **Reappoint Kit Martinsen to Beautification Commission, term expiration 2/2014:** **Motion:** C. Blake moved to reappoint Kit Martinsen as above and P. Parsons seconded. All voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 12/6/10 & 1/3/11 Aquifer Protection Agency minutes; 1/3/11 P&Z minutes; 2/17/11 Sandy Beach Commission minutes; 11/23/10 & 2/23/11 Economic Development Commission minutes; 1/25/11 Conservation Commission minutes (draft); 2/9/11 Special Capital Improvements Committee minutes; 12/9/10 & 1/10/11 (Special) Fire & EMS Commission minutes; 2/10/11 WPCA minutes

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

Beautification Commission: One regular member 2/2014; one alternate 2/2013

Economic Development Commission: One alternate member 6/2011

Board of Ethics: Two regular members 6/2012, & 6/2013; two alternate members 6/2011, 6/2013

Milton Historic District Commission: Two alternate members 1/2012

Park & Recreation: 2 alternate members: 6/2013, 6/2014

Pension Commission: 1 alternate member 3/2013

Recycling Committee: Three members, 2/2012, 2/2013 and 2/2014

Social Services Board: One member, 2/2014

Veteran's Advisory Committee: One regular member 8/2012; two alternate members 8/2012

Zoning Board of Appeals: One alternate member 3/2015

Tax Refunds: **Motion:** C. Blake moved to approve the 4 tax refunds, for a total of \$9,084.31, in accordance with the Tax Collector's memo. D. Knox seconded the motion. L. Paul explained the reason for the large amount is due to people paying their taxes without realizing they were also being paid through the escrow account. Upon voting all voted aye and the motion carried.

Transfers

a) **Transfer #7 - \$10,000 from 56-9501-58101 Capital/Non-Recurring to 60-9516-57984 Buildings – Window Replacement:** L. Paul explained these were window replacements at the Town Garage building. This had come before the Board previously in a transfer of several items grouped together, but the Board of Finance has requested each item be addressed separately. **Motion:** C. Blake moved Transfer #7 with a second by D. Knox. All voted aye and the motion carried.

b) Transfer #8 - \$10,000 from 01-1903-51703 Contingency to 01-4201-54123 Ambulance – EMS Paramedic Intercept: Motion: P. Parsons moved to approve Transfer #8 and D. Knox seconded. Finance Director Karl Fisher explained the budget was exceeded in December. EMS Paramedic Intercept is a difficult item to budget as it depends on the number of ambulance calls. Upon voting all voted aye and the motion carried.

Old Business: None

New Business

a) Approve Road Closures for 2011 Litchfield Hills Road Race 6/12/11: Motion: C. Blake moved to approve the road closures in accordance with the letter from Karen Spencer of 2/22/11, and D. Knox seconded. All voted aye and the motion carried.

b) Adopt Resolution for Encroachment Agreement with DOT for Streetscape Improvements: Motion: C. Blake moved to adopt the resolution and D. Knox seconded. L. Paul explained this resolution should have been approved before all the documents were signed but was overlooked. This agreement pertains to the sidewalk improvement project on the Route 63 portion. Upon voting, all voted aye and the motion carried. The resolution reads as follows:

RESOLVED, that Leo Paul, Jr., First Selectman of the Town of Litchfield, is/was authorized to sign the subject Agreement, as he did on December 30, 2010, entitled, "Encroachment Agreement Between the State of Connecticut, Department of Transportation and the Town of Litchfield", to conduct work within the State highway right of way to construct Streetscape Improvements along CT Route 63 in the Town of Litchfield.

c) Adopt Other Post-Employment Benefits Trust (OPEB) Ordinance: L. Paul explained that all the boards have approved the Trust, and now the ordinance has only to be approved by the Board of Selectmen in order to go to Town Meeting on 3/29/11. **Motion:** C. Blake moved to adopt the OPEB ordinance, effecting Article II, Division 3, Section 2-62 Other Post-Employment Benefits Trust. P. Parsons seconded the motion. All voted aye and the motion carried.

d) Discuss Donation of Land to Bantam Fire Company: Mr. Paul explained that the Bantam Fire Company requested the Town donate a small 100' X 60' parcel, or .138 acre, so they can build a storage facility for equipment. He presented two maps. One identifies the Bantam Annex property owned by the Town, and the adjacent BFC property. The Bantam Fire Company will absorb any attorney fees or other fees incurred in the process. The other map is a survey map dated 1/2011 by Sam Bertaccini that shows just the Fire Company's property and the area in question. The property meets all the Planning & Zoning setbacks. The building size will be 50' X 76'. There will be electricity in the building, but no heat. Mr. Paul said he has signed an 8-24 application for improvement on property if this goes forward. **Motion:** C. Blake moved that the donation of .138 acre shown as Parcel A drawn on the map by Sam Bertaccini dated 1/2011 and titled "Limited Property/Boundary Survey" prepared for Bantam Fire Company, Inc., 92 Doyle Road, Borough of Bantam, Litchfield, Connecticut, be provided to the Bantam Fire Company at no cost to the Town of Litchfield. D. Knox seconded the motion, all but P. Parsons voted aye and the motion carried. Mr. Parsons abstained from the vote because he is a member of the Bantam Fire Company. L. Paul said he would move this to the Board of Finance on March 14th.

e) Award Bid for Public Works Garage Windows, \$9,216: Motion: C. Blake moved to award the Public Works garage window replacement bid to Action Windows in the amount of \$9,216 in accordance with the Director of Public Works' memo of 2/23/11. P. Parsons seconded the motion, all voted aye and the motion carried.

f) Award Campville Road Bridge Construction Bid: Motion: C. Blake moved to award the Campville Road Bridge construction project to New England Infrastructure in accordance with bid documents in total amount of \$1,593,101.50. D. Knox seconded the motion. L. Paul explained that this is a joint project with the Town of Harwinton, with Litchfield being the lead town. Public Works Director Jack Healy said the project will be completed by November 30, 2011. Litchfield will pay 66% of the 20% paid by the towns,

and the State will pay the 80%. The Town has not worked with New England Infrastructure in the past, but they came highly recommended by WMC Engineering. Upon voting all voted aye and the motion carried.

g) Review of the Official Statement Dated 1/26/11 on the Bond Anticipation Notes: Karl Fisher explained that the Official Statement is put together by Bond Counsel and PiperJaffray, with the Town inputting data. The purpose of this comprehensive report is so those buying our bonds understand everything the Town is doing. The interest rate on the \$2,210,000 is 1.500% with a yield of 0.067%. L. Paul said if the State can reimburse us for its piece of the school project, perhaps next year the Town can do bonds instead of BANs.

Correspondence: None

Motion: C. Blake moved to adjourn at 6:06 p.m. and P. Parsons seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman