

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, SEPTEMBER 6, 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 Paul Parsons, William Dranginis and R. Christopher Blake. Diane Knox was unable to attend.

Approval of Minutes

a) Regular 8/16/11 Minutes: Motion: W. Dranginis moved to approve the regular meeting minutes of August 16, 2011 and C. Blake seconded. All voted aye and the motion carried.

b) Special 8/31/11 Minutes: Motion: W. Dranginis moved to approve the special meeting minutes of August 31, 2011 and L. Paul seconded. Upon voting W. Dranginis and L. Paul voted aye and C. Blake and P. Parsons abstained because of absence, and the motion carried.

Public Requests/Comments: Mitchell Fishman asked that the Board re-address the possibility of obtaining an electric car recharging station so residents would not have to drive to Torrington to recharge.

Selectmen's Requests: L. Paul noted the special meeting that was held 8/31/11 included an update on the results of Hurricane Irene on Sunday, August 28th, where the Board suspended the bidding policy for 60 days in order to complete projects more quickly. Structural engineers will be coming to look at the closed West Morris Road Bridge. Mr. Paul also said he has signed five agreements for free solar panels to be used on five Town buildings: the Town garage, the Town Annex and the three schools. He had to sign the contracts to meeting the deadline for application. We expect to save over \$1,000 per building per year on electricity. He added that Litchfield fared fairly well with the storm. The emergency shelter at the Bantam Firehouse was opened for a short time. Seventy-two percent of the residents lost power and he worked very hard with CL&P to get power restored by Monday night. He has met with Public Works, Emergency Management and Finance today to review the procedures followed and determine if any changes should be made for the future.

Resignations: None

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 6/29/11 Economic Development Commission minutes (draft); 8/10/11 Inland Wetlands Commission minutes (draft)

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

Beautification Commission: 2 regular members 2/2012, 2/2014; 1 alternate 2/2013
Cable Television Advisory Council: One member 6/2013
Economic Development Commission: One alternate member 6/2013
Inland Wetlands Commission: 1 regular member 6/2014; 1 alternate member 6/2012
Milton Historic District Commission: 2 alternate members 1/2012
Park & Recreation: 2 alternate members: 6/2013, 6/2014
Pension Commission: 1 alternate member 3/2013
Recycling Committee: 3 members, 2/2012, 2/2013, 2/2014

Veteran's Advisory Committee: 1 regular member 8/2012; 2 alternate members 8/2012
Water Pollution Control Authority: 1 regular member 1/2013
Zoning Board of Appeals: 2 alternate members 3/2015

Tax Refunds: Motion: W. Dranginis moved to approve the 3 tax refunds, for a total of \$1,430.81, and C. Blake seconded. All voted aye and the motion carried.

Transfers: None

Old Business

a) Hurricane Irene Updates (Public Works and Emergency Management)

Public Works Director Jack Healy said his department did pretty well with the storm. He was concerned with White Woods Road Bridge, and Cardinal Engineering, who is currently working on the bridge, inspected it today and found the abutments are completely undermined. The bridge, however, is built on pilings and it is safe. They will send a report suggesting some remedial action to be taken to prevent further scouring until the project is done next year. West Morris Road Bridge has been closed by Mr. Healy and testing has been done by engineering firm GM². There is a cracked pipe on Potash Road and only half the road is open at this point. Out of 12 roads closed during the storm, Blakeslee Road is the only one remaining closed. J. Healy is getting prices to repair the washout. He opened Public Works about midnight Sunday morning and received no calls until 5:00 a.m.

Tom O'Hare, Emergency Management Director, said that at the eye of the storm, 72% of the residents were out of power. Resident Trooper Jim Holm went door to door on Hubbard Pines to warn the residents to evacuate to the shelters if the bridge over the Marshepaug River was threatened. Four shelters were available: Northfield Firehouse, Bantam Firehouse, Wisdom House and the Litchfield High School. Only Bantam remained open throughout the whole storm. The fire services did not miss one request, answering between 200 - 250 calls. The Litchfield Emergency Notification System (LENS) was used six times, and there are some issues to resolve for the future. The Emergency Management Team met today and reviewed everything done and will put together a program to expedite the process for the future. He said all went well during the storm between Leo, Jack Healy and him until the cell tower's battery went dead. AT&T is working to remedy that problem.

Leo Paul commended Tom O'Hare, Public Works, the Police, ambulance service and fire companies for being able to provide residents with help and for getting through the storm without major problems. C. Blake thanked everyone for their good work and asked about possible lessons learned. Mr. O'Hare said they are now including the Finance Director in the new Emergency Management Team comprised of First Selectman, Director of Emergency Management and Public Works Director. L. Paul said they may also consider moving the Emergency Operations Center to be closer to Public Works.

New Business

a) Recommend and Approve Purchase of Board of Education Vehicle: Leo Paul explained that the Federal ARRA grant applied for by the Board of Education prohibited using funds on vehicles, but this rule changed and the BOE re-applied to use remaining funds for a special education vehicle. They did not realize they needed approval from the Board of Selectmen and Finance and also from Town Meeting. The vehicle has already been ordered and will be delivered in a couple weeks. Pat Buccitelli, BOE Director of Business Operations, explained that when the regulations changed to allow vehicle purchases, they had to submit a budget revision for the ARRA grant that had to be approved by the State. With time growing short, they went out for bids, chose the low bid and ordered the van. They were planning to lease three vans to replace

existing vans, and had put two in their budget. With these ARRA funds available, they took advantage of the van purchase to avoid a third lease. L. Paul said the advantage of leasing vehicles is that Public Works no longer needs to do maintenance on the lease vehicles. Mr. Buccitelli now realizes that the Capital Committee is advisory, and he must get approvals from the Boards of Selectmen and Finance and from Town Meeting in the future before purchasing.

Motion: W. Dranginis moved to approve the purchase of the BOE van and C. Blake seconded. In discussion, the Selectmen were in favor of approval. Upon voting all voted aye and the motion carried.

b) Recommend and Approve Entering into a Multi-Year Lease for BOE Computers: Mr. Paul said the Board of Education was not aware they needed to come to the Town for the four-year lease. They did, however, have \$20,000 for the first year in the operating budget. Everyone thought they would return annually to request money for the operating budget. Because this is a multi-year lease, an outline was drawn up with Pat Buccitelli, Deb Wheeler, Frank Simone, Jack Healy, Leo Paul and Town Counsel Mike Rybak to determine the processes to be followed to get approvals. **Motion:** W. Dranginis moved to approve entering into a four-year lease for 100 Board of Education computers at \$20,000 per year, and C. Blake seconded. This year's \$20,000 has already been approved, but approval must be obtained to sign the lease and to commit to spending the remaining \$60,000. Upon voting all voted aye and the motion carried.

a) Adopt Proclamation for Leukemia, Lymphoma & Myeloma Awareness: Motion: P. Parsons moved to waive the reading of the proclamation, and C. Blake seconded. All voted aye and the motion carried. **Motion:** W. Dranginis moved to adopt the proclamation and C. Blake seconded. All voted aye and the motion carried.

Correspondence

a) 8/8/11 Letter to P&Z from T. Dennie Williams Re his Farmers Market Complaint: Received and noted.

Motion: W. Dranginis moved to adjourn at 6:08 p.m. and C. Blake seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman