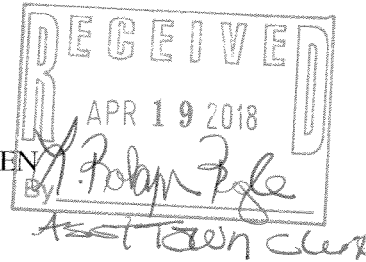


REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, APRIL 17, 2018
TOWN OFFICE BUILDING - 5:30 P.M.



Call to Order: First Selectman Leo Paul, Jr. called the meeting to order at 5:30 p.m. with Selectmen Paul Parsons, Jeffrey Zullo and Jonathan Tarrant present. Anne Dranginis arrived at 5:45 p.m.

Approval of Minutes: Motion: J. Tarrant moved to approve the regular meeting minutes of April 3, 2018, and J. Zullo seconded. All voted aye and the motion carried.

Public Requests/Comments: Anne Haas, 74 Vanderpoel Avenue, commented on the P&Z meeting of 4/16/18 where they approved an 8-24 review of the proposed sale of the former Bantam School property to the Litchfield Housing Trust for affordable housing. She said she wasn't sure what transpired, but she chose to believe what happened was not in the best interest of the vocal opposition expressed by taxpayers in attendance at the last Board of Selectmen's meeting. She wondered if there is a hidden agenda behind closed doors between the First Selectman and the head of the Housing Trust. Those expressing concerns at the Selectmen's meeting were encouraged to attend an informational meeting to be held at the Bantam Borough Hall on April 19th. She wondered if people's voices are being ignored or heard. She also wondered whether Attorney Rybak represents just the Board of Selectmen or the Town and its taxpayers.

John Langer, 55 Cathole Road, said the Town will have to come before the Bantam Borough P&Z.

Selectmen's Requests: Motion: J. Zullo moved to add to Correspondence a "Letter of Appointment of Deputy Fire Marshal." J. Tarrant seconded, all voted aye and the motion carried.

Interviews, Appointments & Reappointments

a) Appoint Jonathan Tarrant to Litchfield's 300th Anniversary Executive Committee: Motion: J. Zullo moved to appoint Jonathan Tarrant to Litchfield's 300th Anniversary Executive Committee. P. Parsons seconded. In discussion J. Zullo asked what progress has been made, and Mr. Paul hoped that Mr. Tarrant would help the committee move along. Upon voting all voted aye except J. Tarrant, who abstained, and the motion carried.

Liaison Reports/Commission-Committee Minutes: 4/9/18 Board of Finance minutes; 1/11/18 & 1/30/18 Fire Commission minutes; 3/5/18 P&Z minutes; 3/22/18 Sandy Beach Commission minutes

Green Team Update: J. Zullo reported the next meeting will be the first part of May.

Town Hall Review Committee Update: J. Zullo said there is nothing new since the last meeting. He hoped John Martin might have some preliminary information on his work over at the Courthouse with space programming. They will also be discussing who and what will be used for price estimates.

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

Bantam Lake Authority: 1 member 12/2019

Beautification Commission: 2 regular members 2/2018, 2/2020; 2 alternates 2/2019

Board of Ethics: 2 alternate members 6/2019, 6/2020

Cable TV Advisory Council: 1 member 6/2017

Conservation Commission: 2 alternate members 12/2018

Inland Wetlands: 1 regular member 2017; 2 alternate members 6/2017

Litchfield Prevention Council: 1 regular member 6/2019; 2 alternate members- 1-6/2019, 1-6/2020

Milton Historic District Commission: 3 alternate members 1/2018, 1/2018, 1/2019
Northwest CT Convention & Visitors Bureau: 1 member 9/2018
Northwest CT Transit District: 1 member 5/2018
Park & Recreation: 2 alternate members: 6/2017, 6/2018
Pension Commission: 1 regular member 2/2020
Recycling Committee: 1 regular member 2/2018; two alternates 2/2017, 2/2018
Social Services Board: 1 member 2/2017
Veteran's Advisory Committee: 2 regular members 8/2016, 8/2018; 2 alternate members 8/2018
Water Pollution Control Authority: 1 regular member 1/2023; 1 alternate member 1/2021
Zoning Board of Appeals: 1 regular member 3/2021; 2 alternate members 3/2020

Tax Refunds: Motion: J. Torrant moved to approve two tax refunds, for a total of \$172.24. P. Parsons seconded, all voted aye and the motion carried.

Old Business: None

New Business

a) **Adopt Fair Housing Resolution:** L. Paul explained that even though we have no Small Cities grant applications, we should adopt the resolution in case some opportunity comes up to use the grant.

Motion: P. Parsons moved to waive the reading of the entire resolution, and J. Torrant seconded. All voted aye and the motion carried.

Motion: J. Torrant moved to adopt the Fair Housing Resolution for the Town of Litchfield and J. Zullo seconded. All voted aye and the motion carried. The entire resolution is included in these minutes as Attachment I.

b) **Consider and Act Upon Resolution Re Workforce Development Board Agreement:** L. Paul said they approved the workforce document at the last meeting, but they must adopt the resolution that would go before the Town Meeting, as it is an interlocal agreement.

Motion: J. Zullo moved to adopt the resolution entitled "Resolution Authorizing the Town of Litchfield to Enter into an Intergovernmental Agreement Concerning the Northwest Regional Workforce Investment Area" and to waive the reading of the resolution. J. Torrant seconded the motion. All voted aye and the motion carried. This will now go on for Town Meeting approval. The resolution, as adopted, follows.

**RESOLUTION AUTHORIZING THE
TOWN OF LITCHFIELD
TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT CONCERNING THE
NORTHWEST REGIONAL WORKFORCE INVESTMENT AREA**

WHEREAS, the following municipalities have been designated by the Governor of the State of Connecticut as the Local Workforce Development Area in accordance with the Workforce Innovation and Opportunity Act of 2014, P. L. 113-128, as amended, and Connecticut General Statutes, Section 31-3L as amended:

Barkhamsted, Bethlehem, Bethel, Bridgewater, Brookfield, Canaan, Cheshire, Colebrook, Cornwall, Danbury, Goshen, Hartland, Harwinton, Kent, Litchfield, Middlebury, Morris, Newtown, New Fairfield, New Milford, New Hartford, Naugatuck, Norfolk, North Canaan, Prospect, Redding, Ridgefield, Roxbury, Salisbury, Sharon, Sherman, Southbury, Thomaston, Torrington, Warren,

Washington, Waterbury, Watertown, Winchester/Winsted, Wolcott, Woodbury (collectively, the "Parties" and, each individually a "Party"); and

WHEREAS, the Town of Litchfield, acting by and through its Chief Elected Official, desires to enter into an Intergovernmental Agreement to implement workforce development activities under the Workforce Innovation and Opportunity Act, as it may be amended or replaced, and under such other workforce grants or appropriations, whether formula or discretionary, awarded by the United States or the State of Connecticut; and

WHEREAS, the Town of Litchfield, desires to enter into the Intergovernmental Agreement in order for each Party to authorize its Chief Elected Official to appoint local workforce board members in accordance with the Workforce Innovation and Opportunity Act or such other legislation as may require the appointment of a local workforce board in order to implement a workforce system and to strategically plan for the delivery of workforce services in the workforce region encompassing the geographic area comprised by the Parties (referred to herein as the "Local Workforce Development Area"), and to assign responsibilities among the Chief Elected Officials of each of the Parties;

WHEREAS, Connecticut General Statutes, Section 7-339c, as amended, authorizes the municipality to enter into an interlocal agreement by approval of its legislative body and its Board of Selectmen;

NOW, THEREFORE, BE IT RESOLVED BY A DULY WARNED TOWN MEETING OF THE TOWN OF LITCHFIELD AND ITS BOARD OF SELECTMEN:

1. That the Town of Litchfield hereby approves and authorizes the Board of Selectmen to enter into the proposed Intergovernmental Agreement (the "Agreement") a copy of which is attached to this Resolution, on behalf of the Town and to authorize the First Selectman to execute the Agreement and any related documents on behalf of the Town; and
2. That the First Selectman of the Town is hereby authorized to serve as the Town's representative to the Consortium of Chief Elected Officials created under the Agreement, and to appoint any local members of the Northwest Regional Workforce Development Board as may be required.

c) Consider and Act Upon Ordinance for Interlocal Agreements: L. Paul explained the adoption of an ordinance that would allow the Board of Selectmen the authority to approve interlocal agreements rather than the Town Meeting, provided they allow for public comment, and no commitment of municipal funds is required which has not been previously approved by the Board of Finance and, if necessary, a town meeting. J. Zullo asked if there could be a discussion at a town meeting for input before it goes to a vote at town meeting. L. Paul said this could happen at the town meeting following the Annual Town Budget Meeting.

Motion: J. Zullo moved that the Board of Selectmen approve a special town meeting to consider the ordinance concerning interlocal agreements.

Mr. Paul then asked him not to be so specific so as to allow only one item on a special town meeting agenda. Mr. Zullo then withdrew his motion.

Motion: J. Tarrant moved to add to the warning for a future town meeting an ordinance regarding interlocal agreements. J. Zullo seconded, all voted aye and the motion carried.

d) Discuss Revision of Membership Makeup of Litchfield Main Street Initiative Committee: J. Tarrant explained that since there are eight members on the Committee, they need five to meet a quorum. They are having trouble getting a quorum and would like to revise the number of regular members to seven, by eliminating one BOS Rep. position, and adding two alternate positions.

Motion: J. Zullo moved that the Board of Selectmen revise the membership of the Litchfield Main Street Initiative Committee from eight to seven regular members and two alternate members. The position eliminated will be the second BOS Rep. position held by Diane Knox before her passing. P. Parsons seconded the motion, all voted aye and the motion carried. J. Tarrant said Jonathan Wilson is working on filling the alternate positions.

e) Award Bid for Beach Street Drainage Improvements: Raz Alexe, Public Works Director, explained that this is part one of the Beach Street work from the Goshen line to Butternut Brook. They have done preliminary design for about a year. They will get piping in the ground and replace catch basins. Mr. Paul called a short recess at 6:03 p.m. so Mr. Alexe could make some copies of the handout, and came out of recess at 6:09 p.m. Mr. Alexe continued saying there were seven bidders, and with a tight budget of \$237,370, the low bid of \$173,000 from Hubble Construction allowed the project to stay within the budget. The \$173,000 is mostly labor and does not include catch basins and pipe.

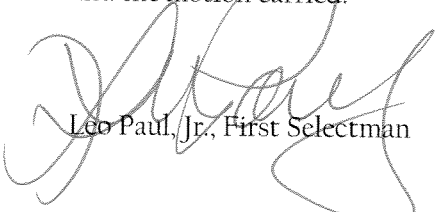
Motion: J. Tarrant moved to award the Beach Street drainage project to Hubble Construction in the amount of \$173,000. J. Zullo seconded the motion. Anne Dranginis questioned the other quotes and were told all bids are labor only based on prevailing wage. J. Zullo asked Raz if he could track the contractors' hours. He said they have to report the hours, but it may be difficult to get them if there is a part-time inspector on the job. However, he could ask the Dept. of Labor to give us the hours. J. Zullo thought we could track it to see if our estimates are correct. Upon voting, all voted aye and the motion carried.

f) Award Bid for Wheeler Road Drainage and Surface Improvements: Mr. Alexe said this is a long-awaited job because of funding. He managed to get \$650,000 to take care of the major problem spots by taking care of drainage, site lines, and curb work. He said we have \$405,000 for this work plus a little more from 2018-19 for paving. **Motion:** J. Zullo moved to award the bid for Wheeler Road drainage and surface improvements to Hubble Construction in the amount of \$283,000. J. Tarrant seconded, all voted aye and the motion carried.

Correspondence

a) Letter of Appointment of Deputy Fire Marshal: L. Paul said Sam Kinkade is our Fire Marshal, and we have another deputy now to help out. This letter announced the appointment by the Board of Fire and EMS Commission of Ryan Litwin to Deputy Fire Marshal, effective April 13, 2018.

Adjournment: **Motion:** J. Tarrant moved to adjourn at 6:18 p.m. and P. Parsons seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman



TOWN OF LITCHFIELD

OFFICE OF THE FIRST SELECTMAN

74 West St. • P.O. Box 488

Litchfield, Connecticut 06759-0488

Phone: (860) 567-7550 • Fax: (860) 567-7552

EXHIBIT 6.1

FAIR HOUSING RESOLUTION TOWN OF LITCHFIELD

- Whereas,** All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
- Whereas,** Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas,** Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas,** The Town of Litchfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOLVED, That the Town of Litchfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the chief executive officer of the Town of Litchfield or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Litchfield and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the **Town of Litchfield** on April 17, 2018


Leo Paul, Jr., First Selectman

Town Seal