

**TOWN OF LITCHFIELD
SPECIAL TOWN MEETING
JUNE 23, 2015**

A Special Town Meeting of the Town of Litchfield was held on Tuesday, June 23, 2015 in the Auditorium at the Litchfield Intermediate School. First Selectman, Leo Paul, Jr. called the meeting to order at 7:03 p.m. There were approximately 14 people in attendance. Lisa A. Losee, Town Clerk, served as Clerk.

A motion was made by Jonathan Torrant and seconded by Paul Parsons that Cleve Fuessenich serves as Moderator. There were no other nominations. A vote was then taken by voice that C. Fuessenich presides as moderator. All voted in favor. Motion carried.

Joe Manes moved to waive the reading of the Call, seconded by J. Torrant. A copy was made available to all those in attendance. All voted in favor and the motion carried.

The Moderator read Item I: To consider and act on a resolution officially changing the name of "Tallmadge Avenue" to Tallmadge Lane." J. Torrant moved to adopt Item I, seconded by Diane Knox. There was no discussion. Upon voice vote all voted in favor and the motion carried.

At this point three people left the meeting.

The Moderator read Item II: As recommended by the Board of Selectmen, to approve a "Tier 1 Long-Term Municipal Solid Waste Management Services Agreement for the Provision of Acceptable Solid Waste and Acceptable Recyclables Service" between Materials Innovation and Recycling Authority (MIRA) and the Town of Litchfield.

J. Torrant moved to adopt Item II, seconded by D. Knox. Mr. Paul explained that with the current contract with USA the Town had received up to \$22.50/ton. Because of current market conditions those payments are no longer available however, which led the BOS to look at other options. This long term contract with MIRA, 12 yrs. beginning July 1st, will guarantee the Town \$10/ton for the first year regardless of the up/down market driven-market price. He further explained that the town will not have to convert the Recycling Center to a transfer station which allows for \$25,000 to be removed from the capital budget. Upon voice vote all were in favor and the motion carried.

The Moderator read Item III: As recommended by the Board of Selectmen, to consider and act on a resolution to approve a Grant from the State of Connecticut, Office of Policy and Management, in the amount of \$27,200 for the 2015 Grant to Connect to the Nutmeg Network; to authorize the First Selectman to sign and execute documents and agreements as may be necessary to carry out the terms of the grant.

J. Torrant moved to adopt Item III, seconded by P. Parsons. Mr. Paul explained the benefits of connecting to this high-speed computer network. The schools and EMS

services have all ready been using this service. All lines are laid. It will be an upgrade for the Town Hall. It will also allow the Town to buy licenses to share software used by other towns on the Network. The State's goal is interstate connection through all communities. A copy of the Scope of Work was made available to all those in attendance and is attached herein as Exhibit A. Upon voice vote all voted in favor and the motion carried.

The Moderator read Item IV: To appropriate a sum of \$165,000 to Account 60-9514-57953 (Oil Tank Removal) the source of funds for such appropriation to be by way of transfer from Account 56-9501-58101 (Capital and Non Recurring Fund), as recommended by the Board of Finance.

J. Tarrant moved to adopt Item IV, seconded by Ed Gadomski. Mr. Paul explained that insurance requires the tanks to be removed. Jack Healy confirmed that there is 1 tank at Center School, 1 tank at the Intermediate School, 2 at Public Works and 1 at the Annex. The new tanks will be above ground. This transfer is needed because the low bid for this project came in higher than was budgeted for this project. A copy of the transfer request was made available to all those in attendance and is attached herein as Exhibit B. Upon voice vote all were in favor and the motion carried.

The moderator read Item V: To consider and act upon a resolution that the Litchfield Board of Education Facilities & Technology Committee and the Town's Public Works Director Jack Healy, are hereby established as the Building Committee with regard to the following projects (the "Projects"): Oil Tank Replacement at Litchfield Intermediate School and Litchfield Center School; and that the Board of Selectmen is hereby authorized to prepare schematic drawings and outline specifications for the Projects; and the Superintendent of Schools is hereby authorized to file an application for school building project reimbursement with regard to the Projects.

J. Tarrant moved to adopt Item V., seconded by D. Knox. Mr. Paul explained that this will allow for the reimbursement for these oil tank replacements. A copy of the actual resolutions were made available to all those in attendance and is herein attached as Exhibit C. Upon voice vote all were in favor and the motion carried.

There being no other business to discuss, J. Manes moved to adjourn the meeting, seconded by D. Knox. The meeting was adjourned at 7:21.

Respectively submitted,



Lisa A. Losee
Town Clerk

Exhibit A

**\$27,200 Grant to
Town of Litchfield for
Connection to the Nutmeg Network**

Nutmeg Network-15-15

SCOPE OF WORK

Overview of the Grant:

Subsequent to the execution of a **Network Access Service Agreement** (NASA) between the State of Connecticut **Department of Administrative Services** and its **Commission for Educational Technology**, pursuant to Connecticut General Statutes Section 4d-80(c)(9), as amended, the **Office of Policy and Management**, Intergovernmental Policy Division, hereinafter referred to as OPM, has awarded a grant in the amount of **\$27,200** to the **Town of Litchfield** toward the cost to connect to the Nutmeg Network under the Regional Performance Incentive Grant Program as provided in CGS Section 4-124s of the 2014 Supplement.

The purpose of the grant is to provide financial assistance to the Town for the build-out costs and for the purchase of equipment and/or services necessary to connect the town's central administrative facility to the Nutmeg Network at 74 West Street, Litchfield, CT.

Upon full execution of the grant award documents, OPM shall make a distribution of \$27,200 to the Town of Litchfield.

If the Town does not connect to the Nutmeg Network at the address listed above, all grant funds must be returned to the State of Connecticut.

If the Town does not expend the total grant for the build-out costs and the purchase of equipment necessary to connect to the Nutmeg Network, any residual funding must be used for other operating or capital costs directly associated with connection to the Nutmeg Network; otherwise, all such remaining funds must be returned to the State of Connecticut.

Note: If grant funds will be used to pay the cost of construction activities outside of existing utility corridors, such as the installation of new conduit or utility poles, the municipality must submit final design plans to OPM for review **prior to the start of construction**. This review is necessary to ensure that construction activities are in compliance with the Connecticut Environmental Policy Act (CEPA). Conn. Gen. Stat. § 22a-1, *et seq.* OPM will make every effort to complete its review in a timely manner, in order to minimize the potential for any construction delays. The municipality may request a no-cost extension to this grant award no later than thirty (30) days prior to the expiration of this grant award, if it is unable to connect to the Nutmeg Network by the original grant end date, due to circumstances beyond its control.

Any final design plans involving construction activities outside of existing utility corridors, or any formal request for a no-cost extension to this grant award, shall either be mailed or e-mailed (PDF) to the following address:

Office of Policy and Management
450 Capitol Avenue, MS# 54 ORG
Hartford, CT 06106-1379
Attn: Sandra Huber; **or**
Sandra.Huber@ct.gov

Memorandum

Date: June 1, 2015

To: Board of Selectman/Board of Finance

From: Stacey Dionne, Assistant Finance Director

Re: Fiscal Year 2015/2016 Budget Transfer #8 for \$165,000.00

The Finance Department is requesting a budget transfer of \$165,000.00 be transferred from Capital non-recurring to Underground Fuel Tank account. This account already has \$500,000 transferred in but the funding needed for the project is \$665,000.000. This transfer is needed so that we can proceed with the project (see memo from the Public Works Department).

I recommend this transfer request be funded as follows:

Budget Transfer Requested:

Fund	Dept	Object	(Decrease) Debit	(Increase) Credit
FROM: 56	9501	58101	Capital and Nonrecurring Fund	\$165,000
TO: 60	9514	57953-0953	Oil Tank Removal	\$165,000

After this transfer is approved, the Capital and Nonrecurring Fund's fund balance will be \$277,204.00

Exhibit C

Litchfield Public Schools

35 Plumb Hill Road, P.O. Box 110, Litchfield, Connecticut 06759-0110

MEMORANDUM

To: Leo Paul, First Selectman
From: David Fiorillo, Director of Business Operations
Re: Request for Resolution at Town Meeting

The State Board of Education require that certain resolutions be passed by the legislative body of the town before an application can be filed for a school building project. There are two projects coming up that will or may be eligible for reimbursement from the State and in order to apply for a building project, the Board of Education request that the selectmen put three resolutions on the call of the next Town Meeting.

Be it RESLOVED that:

The Litchfield Board of Education Facilities & Technology Committee and the towns' public works Director Jack Healy, is hereby established as the Building Committee with regards to the following projects: *Oil Tank Replacement at Litchfield Intermediate School and Oil Tank Replacement at Litchfield Center School.*

Be it RESLOVED that:

The Board of Selectmen hereby authorizes the preparation of schematic drawing and outline specification for the following projects: *Oil Tank Replacement at Litchfield Intermediate School and Oil Tank Replacement at Litchfield Center School.*

Be it RESLOVED that:

The Board of Selectmen hereby authorizes the Superintendent of Schools to file an application for a school building project with regards to the following projects: *Oil Tank Replacement at Litchfield Intermediate School and Oil Tank Replacement at Litchfield Center School.*

Thanks, if you have any questions give me a call.



Lynn K. McMullin
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Director of Special Services
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