

Board of Selectman
January 22, 2013

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Tuesday, January 22, 2013 in the Council Chamber of the Municipal Center, Newtown. First Selectman Llodra called the meeting to order at 8:03 pm.

PRESENT: First Selectman E. Patricia Llodra, Selectman William F.L. Rodgers, Selectman James Gaston, Sr.

ALSO PRESENT: Economic Development Chairman Don Sharpe, two members of the public and five members of the press.

VOTER PARTICIPATION: none.

ACCEPTANCE OF THE MINUTES: Selectman Rodgers moved the minutes of January 7, 2013 for discussion. Selectman Gaston seconded. Selectman Rodgers asked that under New Business, Senior Tax Relief the word 'some' be added so the sentence read *Properties in some trust do not qualify*. He also asked that the sentence directly following be struck from the record. All were in favor of the acceptance of the corrected minutes.

COMMUNICATIONS: Selectman Llodra explained that all the artwork hanging in the hallway of the Municipal Center was sent from all over the world. In the coming weeks the people will be invited to come and select items they want, beginning first with the families of the victims, the school staff, other schools in town and then the general community. Anything remaining will become part of the sacred soil. Each family was asked if they had a place they wished items to be donated to. The Mattioli family chose the Toy Closet at Yale New Haven Hospital. A letter of thanks from Yale was received. First Selectman Llodra shared with the board that Communications Director Maureen Will sent her a letter commending Dispatcher Citrone for exemplary work. Dispatcher Citrone worked with the Stratford police department, alerting them of the need for a welfare check. Upon arrival the Stratford police found the person to be in a life threatening situation. The extraordinary work of the dispatcher saved this person's life.

ADD TO THE AGENDA: Selectman Gaston moved to add as item #6 under New Business, for discussion and possible action, budget development and budget dates for 2013-2014. Selectman Rodgers seconded. All in favor.

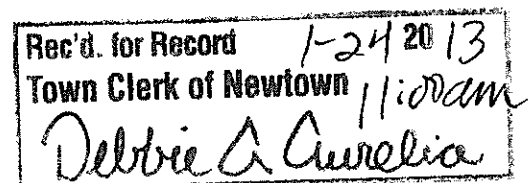
Selectman Rodgers moved to add as item #7 under New Business, discussion and possible action of funds structure and overview. Selectman Gaston seconded. All in favor.

FINANCE DIRECTOR REPORT: none.

UNFINISHED BUSINESS:

Discussion and possible action:

1. **Implementation Plan – Plan of Conservation and Development:** item to be carried.
2. **Education & Prevention committee for Tick Borne Disease – December:** item to be carried.
3. **Municipal Space Needs:** item to be carried.
4. **Policy Statement – Defined Contribution Plan:** item to be carried.



NEW BUSINESS:

Discussion and possible action:

1. **Newtown Volunteer Ambulance Association lease:** the lease has gone to the Fairfield Hills Authority as they are the board that addresses leases at Fairfield Hills and makes a recommendation to the Board of Selectmen. No action taken.
2. **STEAP grant resolution for businesses that incurred economic losses:** Mr. Sharpe was present to explain the Town of Newtown Business Assistance Program (Att. A). To date there have been fifteen applications. A committee has been set up that consist of John Bragoli, a resident, Ben Spragg, former finance director for the Town of Newtown, Elizabeth Stocker, Director of Community & Economic Development, Elana Bertram, EDC member, Walt Motyka, EDC member, Jean Leonard, EDC member and Wes Thompson, former EDC member. Selectman Gaston moved the reading of the certified resolution for businesses that incurred economic losses. Selectman Rodgers seconded. All in favor. Mr. Rodgers moved the certified resolution WHEREAS, pursuant to Connecticut General Statutes, Section 4-66g, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and WHEREAS, it is desirable and in the public interest that the Town of Newtown enter into an agreement with the State of Connecticut for a \$500,000 Small Town Economic Assistance Program (STEAP) grant in order to undertake a business assistance program that will help local businesses that incurred economic losses in the wake of the Sandy Hook Elementary School shooting. NOW THEREFORE, BE IT RESOLVED by the Newtown Board of Selectmen: 1. That it is cognizant of the conditions and prerequisites for the State Assistance imposed by C.G.S. 4-66g. 2. That the acceptance of State financial assistance by The Town of Newtown in an amount not to exceed \$500,000 is hereby approved and that E. Patricia Llodra, First Selectman, is directed to execute an agreement with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to any amendments, decisions and revisions thereto, and the act as the authorized representative of the Town of Newtown, Connecticut. (Att. B). Selectman Gaston seconded. All in favor.
3. **Driveway Bond Release/Extension:** none.
4. **Appointments/Reappointments:** Selectman Gaston moved the reappointments as noted on memo dated January 22, 2013 (Att. C). Selectman Rodgers seconded. All in favor.
5. **Tax Refunds:** Selectman Rodgers moved the January 2013 Tax Refunds #10 in the amount of \$2,851.92. Selectman Gaston seconded. All in favor.
6. **Budget Development & Budget Dates for 2013-2014:** There will be a special meeting on Monday, January 28 to discuss the general government, standard government departments, Land Use and Contingency budgets. A minimum of two additional meetings will be set tentatively for Public Safety, Public Works and Capital Non-Recurring, Parks & Recreation, Children's Adventure Center and Edmond Town Hall.
7. **Discussion of funds structure & overview:** Selectman Rodgers said there is a transition team of nine or ten people relative to the United Way fund. There will be a Board of Directors and distribution committees composed of local people. Public participations will be infused throughout the process. Also, an entity needs to be created to take on other well intentioned charities that find themselves in over their head with the tax regulatory compliance, bookkeeping and gift acknowledgements; administrative work. Bob Geckle, Mary Ann Murtha and Pat Kinney serve as a three member board clearing house for corporate/entertainment/sports, large projects. First Selectman Llodra stated the town has no responsibility to do this; we are doing this in service to the community, to make sure the information is clear, that the process works for us, that we move along as soon as possible to the distribution phase to meet the needs. Selectman Rodgers role is to help move the process along in a way that ensures the framework is legal and has the right internal guides and controls. Selectman Gaston spoke about the charities, memorials and donors. He is involved

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with inventorying, coordinating and marshaling the information. It is a not a vetting or referral process. Once contacts are made the idea is to put the information on the website so the public knows what is available. The site will also reference different areas such as Parks & Recreation, memorials, Cultural Arts, etc. This will be a lengthy process, likely being worked on until 2014. Duplicate efforts may also consolidate. This can also help the people who have raised money and are looking to find a particular fund in which to place the donations. Many of the donors have to wait until a decision is made about the Sandy Hook School. The Town appreciates the generosity of the well intentioned people but we are not at the decision making phase; the first task is to deal with the issue of the school building, what will be done with the building, where will the school be and how to bring the children back to our town to educate them here. First Selectman Llodra envisions an appointed commission whose task will be determining the permanent memorial issue.

VOTER COMMENTS: none.

ANNOUNCEMENTS: none.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 8:55pm.

Respectfully submitted,



Susan Marcinek, Clerk

Att. A: Town of Newtown Business Assistance Program

Att. B: Certified Resolution to accept \$500,000 STEAP grant

Att. C: Re-Appointments, 1/22/13



**TOWN OF NEWTOWN
BUSINESS ASSISTANCE PROGRAM**



GUIDELINES FOR STEAP GRANT BUSINESS ASSISTANCE FOR BUSINESSES THAT INCURRED ECONOMIC LOSSES DUE TO THE TRAFFIC CONGESTION IN THE WAKE OF THE SANDY HOOK ELEMENTARY SCHOOL SHOOTING

Loss Period: December 14, 2012 – January 8, 2013 (Phase I)

Eligibility:

All Newtown businesses that believe that they incurred a loss are eligible to apply for a grant from the Newtown Economic Development Commission. Priority will be given to businesses located in Sandy Hook.

How much \$\$ (min/max) may the business apply for?

Actual losses sustained during the loss period.

What documentation is needed?

- Calculation of your Business Interruption loss (lost business income will be calculated by reducing lost revenue by any saved operating expenses),
- Two calendar years of Monthly Income Statements
- Any other documentation that you feel should be provided to demonstrate your loss, and
- A brief narrative explaining how your business was impacted.

How will the funds be distributed and managed?

These procedures will be followed:

- Completed applications must be delivered to the Newtown Office of Economic and Community Development for consideration, no later than February 15, 2013,
- A sub-committee has been set up by the Economic Development Commission to review and recommend action on the applications,
- All applications will be acted upon within ten days,
- All decisions are final.

CERTIFIED RESOLUTION

WHEREAS, pursuant to Connecticut General Statutes, Section 4-66g, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

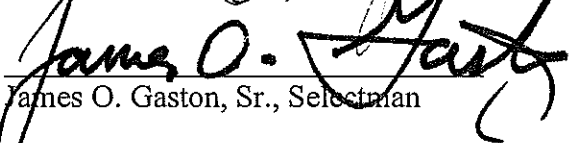
WHEREAS, it is desirable and in the public interest that the Town of Newtown enter into an agreement with the State of Connecticut for a \$500,000 Small Town Economic Assistance Program (STEAP) grant in order to undertake a business assistance program that will help local businesses that incurred economic losses in the wake of the Sandy Hook Elementary School shooting.

NOW THEREFORE, BE IT RESOLVED by the Newtown Board of Selectmen:

1. That is cognizant of the conditions and prerequisites for the State Assistance imposed by C.G.S. 4-66g.
2. That the acceptance of State financial assistance by The Town of Newtown in an amount not to exceed \$500,000 is hereby approved and that E. Patricia Llodra, First Selectman is directed to execute an agreement with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute any amendments, decisions and revisions thereto, and to act as the authorized representative of the Town of Newtown, Connecticut.


E. Patricia Llodra, First Selectman


William F.L. Rodgers, Selectman


James O. Gaston, Sr., Selectman

Certified a true copy of a resolution duly adopted by the Town of Newtown, Connecticut at a meeting of its Board of Selectmen on January 22, 2013 and which has not been rescinded or modified in any way.

Date

Debbie A. Aurelia, Town Clerk

BOARD OF SELECTMEN – January 22, 2013 Meeting**RE-APPOINTMENT****Cultural Arts**

(D) Robert Kaiser, 25 Glen Road, SH	1/6/13 – 1/6/16
(I) Donna Monteleone Randle, 4 Erin Lane, SH	1/6/13 – 1/6/16
(D) Jennifer Johnston, 11 Patricia Lane	1/6/13 – 1/6/16
(D) Sharon Cohen, 8 Eden Hill Road	1/6/13 – 1/6/16

Conservation Commission

(D) Marjorie Cramer, 38 Huntingtown Road	12/31/12 – 12/31/16
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