

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Monday, March 21, 2016 in the Council Chamber of the Newtown Municipal Center, 3 Primrose Street. First Selectman Llodra called the meeting to order at 7:30p.m.

PRESENT: First Selectman Llodra, Selectman William F.L Rodgers, Selectman Herbert C. Rosenthal.

ALSO PRESENT: Finance Director Robert Tait, IT Director Al Miles, sixteen members of the public and one member of the press.

VOTER COMMENTS: **Eva Bermudez-Zimmerman**, Treasurer of the Riverside on Lake Zoar Association, **Ronald Tichy, Jr.**, President of Riverside on Lake Zoar Association and Kevin Shepard, Vice President of Riverside on Lake Zoar Association spoke to the board saying the Riverside on Lake Zoar Association was reinstated with a unanimous vote by community members. There is community support and help from an attorney. Mr. Shepard is a lifetime resident of the area and has been involved in maintaining the pavilion. The town has ownership of the property; residents would like to clean up the pavilion. There is a lot of traffic in that area and the homeowners have no control. First Selectman Llodra stated it is important that their attorney has conversations with the town attorney. Ms. Bermudez-Zimmerman hopes the pavilion and the property remains as is. First Selectman Llodra has not received word that any other agencies plan to use that land. Selectman Rosenthal said the charter dictates the process of disposition of town owned property.

Elizabeth Lincoln, 34 Echo Valley Road is not in favor of using the High Meadow for the Sandy Hook permanent memorial. Additionally, she is concerned about Community Center referendum as she doesn't believe there are enough numbers and parameters being presented to make an informed decision.

ACCEPTANCE OF MINUTES: Selectman Rodgers moved to accept the minutes of the regular meeting of 3/7/16. Selectman Rosenthal seconded. All in favor.

COMMUNICATIONS: none.

FINANCE DIRECTORS REPORT: none.

OLD BUSINESS:

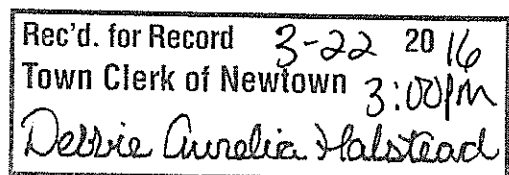
Discussion and possible action:

- 1. Pension Policy Statement:** First Selectman Llodra asked the board to review a draft pension policy statement. The first step is to write language that incorporates the pension committee. Once that is done the pension committee will be invited to join in conversation looking at the rest of the policy. First Selectman Llodra is also asking the Legislative Council to have the ordinance committee write an ordinance that codifies the role of the pension committee.

NEW BUSINESS:

Discussion and possible action

- 1. Permit System Presentation:** Mr. Miles was present to give the board an overview of the permit system (*att.*). Currently the system is only being used by building department staff. It is anticipated that the system will be available to contractors sometime in April or May and then to homeowners approximately six weeks later. The system ties into the tax collector system, therefore if there are any



tax delinquencies the system wouldn't allow the permit process to go any further without it being addressed within the tax office or getting an override by personnel. Mr. Miles will look into adding a feature specific to the Historic Districts.

2. **Notice of filing of Conservation Restriction for the High & East Meadows:** First Selectman Llodra shared the filing of the Conservation Restriction (*att.*) with the board. No action taken.
3. **Acceptance of Fairfield Hills streetscape STEAP grant:** The original paperwork had this grant assigned through the Office of Policy Management. The grant is actually from the CT DECD. Selectman Rodgers resolved that the Board of Selectmen direct E. Patricia Llodra, First Selectman, to execute and file such application 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 an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Newtown in connection with the Fairfield Hills streetscape grant. (*att.*) Selectman Rosenthal seconded. All in favor.
4. **Transfer:** Mr. Tait explained the transfer is the town share of the sidewalk project. The transfer out account transfers the funds out of the project. Selectman Rosenthal moved to transfer \$30,800 from Contingency to Transfer Out. Selectman Rodgers seconded. All in favor. (*att. Contingency account*)
5. **Transfer:** Selectman Rodgers moved to transfer \$58,500 from office supplies to various department accounts (*att.*) Selectmen Rosenthal seconded. All in favor. Mr. Tait explained that all department supplies were under the Selectman Other account. This transfer moves the individual department supply accounts back into the departments. The finance department will maintain control of purchasing.
6. **HART Grant Assignment Certification:** Selectman Rodgers moved to authorize E. Patricia Llodra to sign the Grant Assignment Certification for the State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program through the Housatonic Area Regional Transit District. Selectman Rosenthal seconded. All in favor.
7. **Appointments/Reappointments/vacancies/openings:** none.
8. **Driveway bond release/Extension:** Selectman Rodgers moved to extend the driveway bond for Gary Platt for 14 Susan Lane, M5, B3, L40.7A for six months. Selectman Rosenthal seconded. All in favor.
9. **Tax Refunds:** none.

VOTER COMMENTS: none.

ANNOUNCEMENTS: none.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 8:34p.m.

Respectfully submitted,


Susan Marcinek, Clerk

Attachments: permit system presentation 3/21/16; Conservation Restriction; Certified Resolution; TON Contingency account, 3/14/16; transfer

Viewpoint Permit System

Al Miles, IT Director

21 March 2016

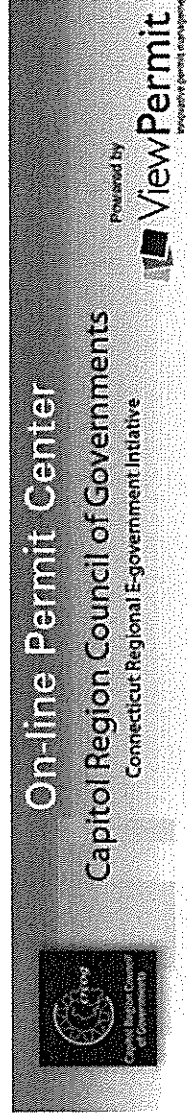
Agenda

- Overview of Permit System
- Demonstration of the Permit System
- Demonstration how to start the Permit process from home
- Questions

ViewPermit System

- A cloud based online system which issues Building and Mechanical Permits
- System approved by CRCOG (Capitol Region Council of Governments)
- System went live in October 2015 for Building Department
- System speeds up the permit process by electronically verifying the tax status and providing the map, block and lot information on accts.
- Permits are electronically approved
- Since Oct 2015 over 700 permits issued
- At a future date, Contractors and Residents will have the ability to initiate the permit process from their office or home

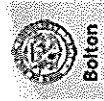
Other Municipalities Using View Permit



On-line Permit Center
Capitol Region Council of Governments
Connecticut Regional E-government Initiative

Powered by
ViewPermit
Innovative permit solutions

Select a Community



CONSERVATION RESTRICTION

KNOW ALL MEN BY THESE PRESENTS, that the **TOWN OF NEWTOWN** a municipal corporation of the State of Connecticut, whose mailing address is 3 Primrose Street, Newtown, Connecticut 06470 (hereinafter referred to as “Declarant”) as owner of property described on Schedule A annexed hereto and made a part hereof (the “Property”) here by makes the following declarations as to limitations, restrictions and uses to which the Property may be put, and hereby specifies that such declarations shall constitute covenants and restrictions to run with the land, as provided by law, and shall be binding on all parties and all persons claiming under Declarant, as a limitation on all future owners of such land:

THE PROPERTY SHALL BE SUBJECT TO the following covenants and restrictions which will run with the land and be binding upon the Declarant and Declarants’ survivors and assigns the following conservation restrictions;

The High and East Meadows has been designated as open space at the request of the Planning and Zoning Commission. This designated open space at the Fairfield Hills Campus is unique when compared with other Town open space. It is not a separate parcel of land as it remains within the Fairfield Hills Campus.

The designation of open space can include stipulations allowing uses requested by the donors of the land. The Town being the “donor” of the High and East Meadows open space has specified via the Zoning Regulations that the land can be utilized for passive recreation.

Any proposed passive recreation beyond a special event would have to be authorized by the Board of Selectmen.

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STATE OF CONNECTICUT
\$ 0.00 Conveyance Tax Received
Debbie Aurelia Halstead
Town Clerk of Newtown

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Debbie Aurelia Halstead
Town Clerk of Newtown

Declaration Document Concerning the High and East Meadows

The Town of Newtown agrees to perpetually preserve, protect, limit, conserve and maintain the land hereinafter described in its natural condition. Any proposed uses of the Town Open Space, (as defined in the Newtown Zoning Regulations) shall be contingent upon receipt of a Fairfield Hills Special Event Permit with review and recommendations submitted by the Police Department, Fire Marshal, Health District, Parks and Recreation, Land Use Agency, Fairfield Hills and the Newtown Conservation Commission. Any such use shall in no way endanger the conservation of the High and East Meadows.

It is the purpose of this Declaration to ensure that the Meadows remain in their present, natural and open condition, and to prevent any activity or use of the area that is inconsistent with that condition or that will significantly impair or interfere with the ecological, conservation or open space values of the area, notwithstanding normal recreational purposes.

The terms hereof may only be modified or amended or released by the Board of Selectmen of the Town of Newtown.

IN WITNESS WHEREOF, the Declarant has hereunto set its hand and seal this 23rd

day of February, 2016.

Signed, Sealed and Delivered
In the presence of:

TOWN OF NEWTOWN

Carole M Ross
CAROLE M ROSS
Susan Marcinek
Susan Marcinek

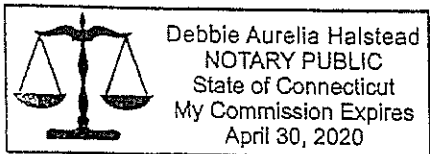
By E. Patricia Llodra
E. Patricia Llodra
First Selectman

STATE OF CONNECTICUT)
) SS: Newtown February 23rd, 2016
COUNTY OF FAIRFIELD)

Personally appeared, Patricia E. Llodra, First Selectman of the Town of Newtown, signer and sealer of the foregoing instrument who acknowledged the same to be her free act and deed and the free act and deed of said corporation.

Debbie Aurelia Halstead

Notary Public
My Commission Expires



Schedule "A"

The areas referenced are designated as "The High and East Meadows" (hereinafter referred to as "the Meadows") containing 65.46 acres located on a certain map entitled "Limited Property survey Prepared for the Town of Newtown, Wasserman Way, Newtown, Connecticut" dated November 1, 2013 by Brautigam Land Surveyors, P.C. which was filed on the Newtown Land Records as Map 8194 on March 11, 2014.

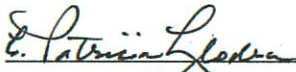
CERTIFIED RESOLUTION

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

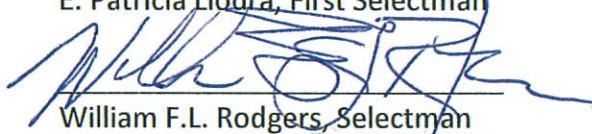
WHEREAS, it is desirable and in the public interest that the Town of Newtown enter into an agreement with the State of Connecticut for a \$500,000 Small Town Economic Assistance Program (STEAP) grant in order to undertake a project to design and construct improvements and/or additions to the infrastructure and streetscape at the Fairfield Hills Campus.

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

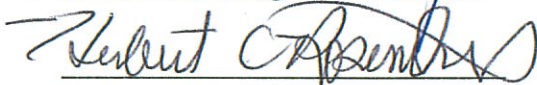
1. That it is cognizant of the conditions and prerequisites for the State Assistance imposed by Connecticut General Statutes 4-66g;
2. That the acceptance of State financial assistance by the Town of Newtown in an amount not to exceed \$500,000 is hereby approved and that E. Patricia Llodra, First Selectman is directed to execute an agreement with the Connecticut Department of Economic & 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



Herbert C. Rosenthal, Selectman

Certified a true copy of a resolution adopted by the Town of Newtown, Connecticut at a meeting of its Board of Selectmen on March 21, 2016 and which has not been rescinded or modified in any way.

Date

Debbie A. Halstead, Town Clerk

E. Patricia Llodra, First Selectmen

(Title and Name of Authorized Official)

is directed to execute and file such application 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 an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of
The Town of Newtown

(Name of Applicant)

TOWN CONTINGENCY ACCOUNT

Newtown

1-101-24-570-5899-0000 CONTINGENCY		Orig Budget	Transfers	Adj Approp	Encumbered	Ytd Expended	Balance	%Exp
		\$350,000.00	(\$273,131.00)	\$76,869.00	\$0.00	\$0.00	\$76,869.00	0.00%
Transfers								
Trans #	T / F	Date	Description	Amount				
4316	F	7/16/2015	LC 07 15 2015	\$91,077.00				
28402	F	11/19/2015	PER LC 11 16 2015	\$33,017.00				
28402	F	11/19/2015	PER LC 11 16 2015	\$17,666.00				
32968	F	12/17/2015	Per LC 12 16 2015	\$40,030.00				
35816	F	1/7/2016	per LC 01 06 2016	\$39,609.00				
35816	F	1/7/2016	per LC 01 06 2016	\$16,732.00				
41524	F	2/12/2016	LC 02 04 2016	\$35,000.00				
		Transfers In		Transfers Out				
		\$0.00		\$273,131.00				
Fund		\$350,000.00	(\$273,131.00)	\$76,869.00	\$0.00	\$0.00	\$76,869.00	0.00%
				Current Request - One time advertising		(\$5,895)		
				Balance		\$70,974		
				Pending - Sidewalk improvements		(\$30,800)		
				Balance		\$40,174		

Newtown Fiscal Year 2015-2016 GENERAL FUND **OFFICE SUPPLIES SUMMARY**

			Orig Budget	Transfers	Adj Approp	TRANSFER "TO" REQUEST
SELECTMEN	1-101-11-100-5611-0000	OFFICE SUPPLIES	-	-	-	3,500
SOCIAL SERVICES	1-101-11-110-5611-0000	OFFICE SUPPLIES	-	-	-	1,000
TAX COLLECTOR	1-101-11-140-5611-0000	OFFICE SUPPLIES	-	-	-	5,000
TOWN CLERK	1-101-11-170-5611-0000	OFFICE SUPPLIES	-	-	-	4,000
REGISTRARS	1-101-11-180-5611-0000	OFFICE SUPPLIES	-	-	-	2,000
TAX ASSESSOR	1-101-11-190-5611-0000	OFFICE SUPPLIES	-	-	-	4,800
FINANCE	1-101-11-200-5611-0000	OFFICE SUPPLIES	-	-	-	5,500
TECHNOLOGY	1-101-11-205-5611-0000	OFFICE SUPPLIES	-	-	-	7,700
SENIOR SERVICES	1-101-14-220-5611-0000	OFFICE SUPPLIES	-	-	-	1,500
COMMUNICATIONS	1-101-12-300-5611-0000	OFFICE SUPPLIES	-	-	-	1,000
POLICE	1-101-12-310-5611-0000	OFFICE SUPPLIES	-	-	-	6,000
FIRE	1-101-12-320-5611-0000	OFFICE SUPPLIES	1,000	-	1,000	1,000
EMERGENCY MANAGEMENT	1-101-12-330-5611-0000	OFFICE SUPPLIES	400	-	400	
ANIMAL CONTROL	1-101-12-340-5611-0000	OFFICE SUPPLIES	-	-	-	1,000
BUILDING OFFICIAL	1-101-12-460-5611-0000	OFFICE SUPPLIES	-	-	-	3,500
LAND USE	1-101-15-490-5611-0000	OFFICE SUPPLIES	-	-	-	3,000
HIGHWAY	1-101-13-500-5611-0000	OFFICE SUPPLIES	-	-	-	3,000
PARKS & RECREATION	1-101-16-550-5611-0000	OFFICE SUPPLIES	-	-	-	4,000
ECONOMIC & COMMUNITY	1-101-11-740-5611-0000	OFFICE SUPPLIES	-	-	-	1,000
						58,500

TO TRANSFER OFFICE SUPPLIES BUDGET AMOUNTS TO THE VARIOUS DEPARTMENTS