



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

2013 Complete Board of Selectmen Minutes

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January 7, 2013	February 4, 2013
March 4, 2013	March 18, 2013
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December 2, 2013	



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JANUARY 7, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:35 PM. Present: Barbara Henry, First Selectman; and Russell Dirienzo Selectman.

APPROVAL OF MINUTES

Regular Meeting December 3, 2012

Motion by Russell Dirienzo to approve the minutes of the December 3, 2012 Regular Meeting. The motion was seconded by Barbara Henry and carried unanimously.

Special Meeting December 17, 2012

Motion by Russell Dirienzo to approve the minutes of the Special Meeting held December 17, 2012. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Toyota Motor Credit Corp. - \$448.67
- John Irwin - \$27.35

The motion was seconded by Barbara Henry and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission - 4 year term 07/01/2012 - 06/30/2016

It was noted that Alternate Ron Faanes will be moved up from an Alternate to fill this opening for a Regular member.

Motion by Russell Dirienzo to appoint Ron Faanes to Conservation Commission - 4 year term 07/01/2012 - 06/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Motion by Russell Dirienzo to add to the agenda Conservation Commission Alternate - term expiring 6/30/13. The motion was seconded by Barbara Henry and carried unanimously.

Conservation Commission Alternate - term expiring 6/30/13

Motion by Russell Dirienzo to appoint Joan Weller to the Conservation Commission Alternate position vacated by Ron Faanes - vacancy exp. 6/30/13. The motion was seconded by Barbara Henry and carried unanimously.

Planning Commission, Alt. - vacancy exp. 11/19/2013

Motion by Russell Dirienzo to table the appointment of Planning Commission, Alt. - vacancy exp. 11/19/2013. The motion was seconded by Barbara Henry and carried unanimously.

Lake Lillinonah - 01/01/2013 - 12/31/2016

Barbara Henry reported that she received Drew Loya's resignation from Lake Lillinonah Authority, as he is moving out of town.

Motion by Russell Dirienzo to accept the resignation of Drew Loya from Lake Lillinonah Authority. The motion was seconded by Barbara Henry and carried unanimously.

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority- 01/01/2013 -12/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Senior Center BOD - vacancy, no term limit

Motion by Russell Dirienzo to table the appointment to the Senior Center BOD - vacancy, no term limit. The motion was seconded by Barbara Henry and carried unanimously.

Library Board Trustee - vacancy expiring 11/17/2015

Motion by Russell Dirienzo to table the appointment to the Library Board Trustee -vacancy exp. 11/17/2015. The motion was seconded by Barbara Henry and carried unanimously.

Zoning Board of Appeals. Alt. 4 year term 01/01/2013 -12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt., 4 year term 01/01/2013 -12/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission - vacancy expiring 06/30/2013

Barbara Henry reported that both Andy Engel and Patricia Steed have resigned from the Recreation Commission. Barbara Henry noted thanks and appreciation for their service on the Commission and that they would be missed.

Motion by Russell Dirienzo to table the appointment to the Recreation Commission - vacancy exp. 06/30/2013. The motion was seconded by Barbara Henry and carried unanimously

Recreation Commission - vacancy expiring 06/30/2015

Motion by Russell Dirienzo to table the appointment to the Recreation Commission - vacancy exp. 06/30/2013. The motion was seconded by Barbara Henry and carried unanimously

BUSINESS

AT&T Cell Tower Application - Public Hearing

Barbara Henry reported that she attended the public hearing and represented the Town. The Siting Council questioned the Town's preference with regard to the two locations. Barbara Henry advised that the Town would prefer that AT&T update their technology. However, the least disturbance would be on the Southbury Road location. AT& T's preferred location would be Transylvania Road. The Siting Council will deliberate and make a decision.

AT&T/PW Gate

AT&T has requested access during off hours to their hub behind the Public Works gate. It was agreed that a remote for the gate can be kept within the hub for AT&T personnel to use.

Regional Performance Incentive Program Resolution

Barbara Henry explained that this program is for the cooperative purchase of a mobile material screener for use by the Northwest corner and Litchfield Hills towns. The Board agreed that this was a good idea.

Motion by Russell Dirienzo to accept the Regional Performance Incentive Program Resolution for the cooperative purchase of a mobile material screener. The motion was seconded by Barbara Henry and carried unanimously.

Inland Wetland Road Drainage Issue at 18 Booth Road

Barbara Henry read the article in the newspaper regarding the discussion at the IWC meeting regarding the Siebel's

pond. Russell Dirienzo reported that the IWC found no evidence that the road was the cause of the sediment in the pond and found no reason to issue a NOV to the Town. This is not an issue for the IWC. The Siebel's were advised that this would have to be resolved with the Town.

Barbara Henry noted that the Siebels have not returned to speak with her; however, the Board determined that it would be a bad precedent to set to clean their pond. Property owners are responsible for maintaining their own ponds or they can let them return to streams.

Budget Process

The budget requests will go out to each Commission and Board this week. Information regarding Capital Projects will be available for the BOF in February. It was agreed that the BOS will sit with some of the Commissions regarding their budgets. The BOS will meet with the Recreation Commission at their meeting on February 6th.

The Diebold Foundation Donation

The Town received a very generous donation in the amount of \$10,000 to the First Selectman's Discretionary Fund to be used specifically for Roxbury's Food Pantry from The Diebold Foundation, Inc. A thank you letter was sent to The Diebold Foundation expressing how very grateful the Town is for their generosity for this cause.

Fire Marshal's Report - November. December 2012

The Fire Marshals reports were reviewed. There were 13 calls in November and 14 calls in December.

Blight Ordinance - Draft

Tabled - The Board will work to have a Blight Ordinance available for vote at the Annual Meeting in May.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Zoning Public Hearing, Fire Department Update, Senior Bus, Energy Use, Resident Trooper Program, and Town Pond. The motion was seconded by Barbara Henry and carried unanimously.

Zoning Public Hearing

There will be. Public Hearing on Monday, February, 11at Town Hall to consider a change to the Zoning regulations involving unregistered motor vehicles.

Fire Department Update

The Chief and Assistant Chief met after the last BOS meeting and responded to all the OSHA violations and then took them to the membership and were voted on. The BOS commended them for getting this done in a timely manner and the department for approving them.

Senior Bus

Barbara Henry reported that the Town of Roxbury now owns a Senior Bus. It will begin to be utilized as soon as the "Town of Roxbury" is lettered on it. It was purchased from the Town of Bridgewater with \$1500 from a Town Conversation on Aging grant and \$400 from the First Selectman's Discretionary Fund.

Energy Use

Barbara Henry explained that there are many energy programs that towns are getting involved with. The Board agreed to request that the Northwest Conservation District assist Roxbury with finding solar panel options.

Resident Trooper Program

Barbara Henry reported that the Resident Trooper contract expires 6/30/13. She reminded the Board that she has questioned whether Roxbury could combine troopers with Bridgewater, has not made any progress on it but would like to again.

Motion by Russell Dirienzo to pursue combining a Resident Trooper with Bridgewater. The motion was seconded by Barbara Henry and carried unanimously.

Town Pond

Barbara Henry reported that there have been requests to clean out the plant life from the Town swim pond. Russell Dirienzo advised that this can either be done chemically or by excavating; however, this can be expensive. Barbara Henry agreed to get quotes.

ADJOURNMENT

Motion by Barbara Henry to adjourn at 8:20 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING FEBRUARY 4, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman, Russell Dirienzo and Robert Lowe, Selectman.

APPROVAL OF MINUTES

Regular Meeting January 7, 2013

Motion by Russell Dirienzo to approve the minutes of the January 7, 2013 Regular Meeting. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Richard Fish & Joanne Loria - \$56.00
- Kenneth or Nancy Allen - \$9.32

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Planning Commission, Alt. – vacancy exp. 11/19/2013

Motion by Russell Dirienzo to table the appointment of Planning Commission, Alt. vacancy exp. 11/19/2013, the motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah – 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority- 01/01/2013 – 12/31/2016, the motion was seconded by Robert Lowe and carried unanimously.

Seniors Center BOD – vacancy, no term limit

Motion by Russell Dirienzo to table the appointment to the Senior Center BOD – vacancy, no term limit, the motion was seconded by Robert Lowe and carried unanimously.

Library Board Trustee – vacancy expiring 11/17/2015

Motion by Russell Dirienzo to appoint Meg Mongin as Library Board Trustee – to fill the vacancy expiring 11/17/2015, the motion was seconded by Robert Lowe and carried unanimously.

Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt. 4 yr. term 01/01/2013 – 12/31/2016, the motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2013

Motion by Russell Dirienzo to table the appointment to the Recreation Commission vacancy expiring 06/30/2013, the motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2015

Motion by Russell Dirienzo to appoint Sarah Foreman to the Recreation Commission – vacancy expiring 06/30/2015, the motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

AT&T Cell Tower Application

Barbara Henry noted that there is nothing new to report at this time. She received notice that this application would be back on the docket with the Siting Council on February 7th. It could possibly be for their decision.

Polling Hours for BOE Budget

The BOE voted to recommend changing the polling hours for the school budget vote in May to be from 12pm - 8pm. The Town Clerk is in agreement and advised that absentee ballots will be available for those who cannot make it to the polls.

Motion by Robert Lowe to accept the BOE's recommendation to change the polling hours for the school budget vote in May to be from 12PM – 8PM vs 6AM to 8PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Budget Meetings

The BOS agreed to schedule a Special Meeting to review Capital Projects for February 12th at 8am.

Resident Trooper

Barbara Henry welcomed back Resident Trooper Kevin Anderson and thanked him for his service to our country in Afghanistan and Germany. She also thanked Troopers Mike Saraceno and Tony Cipriano for their outstanding help during Trooper Anderson's leave.

Fire Marshal's Report – January 2013

January's report was not available.

Motion by Russell Dirienzo to table the Fire Marshal's Report – January 2013. The motion was seconded by Robert Lowe and carried unanimously.

Blight Ordinance – Draft

Barbara Henry will include this in her newsletter and the Town will vote on it at the Annual Town and Budget Meeting in May.

OTHER BUSINESS

Motion by Robert Lowe to add to the agenda HB5751, a request from The Spectrum and School Safety. The motion was seconded by Russell Dirienzo and carried unanimously.

HB5751

Barbara Henry reported that the Public Safety and Security Committee will meet this week for a public hearing regarding HB5751 which will authorize towns to share the services of Resident State Troopers. The Board agreed that Barbara Henry should testify in favor of this House Bill as the towns of Roxbury and Bridgewater are interested in this

The Greater New Milford Spectrum

Norm Cummings of the Spectrum contacted Barbara Henry requesting a submission regarding her personal feelings with regard to the value of The Spectrum in honor of its 15th anniversary. She agreed to do the submission congratulating The Spectrum on its anniversary.

School Security

Barbara Henry relayed that she asked the Superintendent about what the Region was doing to further address school security. The Superintendent was holding a meeting that included first responders and others with the help

of Rocky Tomlinson, Emergency Management Director for Washington. They were discussing assessments of all the schools through Homeland Security. She will keep us up-to-date on the progress.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 7:50 p.m. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING MARCH 4, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen

First Selectman Barbara Henry opened the meeting by publicly remembering Jeannine Green. She expressed thanks and appreciation for all Jeannine did for the town, noting that she served on many Boards and Commissions and documented many of the town's historical facts in two books. She has asked the Council on Aging to host a celebration of Jeannine's life, which they agreed to do, to be held on Sunday, April 14, 2013 from 2-4 PM at the Town Hall.

APPROVAL OF MINUTES

Regular Meeting February 4, 2013

Motion by Russell Dirienzo to approve the minutes of the February 4, 2013, Regular Meeting, the motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- CAB East LLC - \$183.50

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Planning Commission, Alt. – vacancy exp. 11/19/2013

Motion by Russell Dirienzo to table the appointment of Planning Commission, Alt. vacancy exp. 11/19/2013. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah – 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority- 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center BOD – vacancy, no term limit

Motion by Russell Dirienzo to table the appointment to the Senior Center BOD – vacancy, no term limit. The motion was seconded by Robert Lowe and carried unanimously.

Library Board Trustee – vacancy expiring 11/17/2015

Barbara Henry noted that this position was filled at last month's BOS meeting.

Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt. 4 yr. term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2013

Motion by Russell Dirienzo to table the appointment to the Recreation Commission vacancy expiring 06/30/2013. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Museum Commission – vacancy expiring 11/30/2015

Motion by Russell Dirienzo to appoint Luke Bedini, Jr. to the Roxbury Museum Commission – vacancy expiring 11/30/2015. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

AT&T Cell Tower Application Decision due March 7

Barbara Henry reported that the Siting Council's decision regarding the location of a proposed cell tower is due on March 7th. The Board agreed that regardless of its location they felt the tower should be a monopole with pine so to blend into the surrounding wooded area.

Award DECD Housing Rehabilitation Grant

Roxbury and Bridgewater are applying for a \$400,000 DECD Housing Rehab grant to be used to offer interest-free loans to qualifying residents for housing rehabilitation.

Motion by Russell Dirienzo to award the consultant bid for the DECD Housing Rehabilitation grant to L. Wagner & Associates. The motion was seconded by Robert Lowe and carried unanimously.

Set Public Hearing for DECD Grant for March 20 at 7 PM & Special BOS Following

Motion by Russell Dirienzo to set a public hearing date for the DECD Grant for March 20, 2013 at 7 p.m. followed by a Special BOS meeting to pass a resolution on the grant. The motion was seconded by Robert Lowe and carried unanimously.

Resolution for DOT MMAC – 10-year Master Municipal Agreement

Barbara Henry explained that this Master Municipal Agreement will streamline future agreements between the Town of Roxbury and the DOT for the next 10 years, which will assist in expediting projects.

Motion by Russell Dirienzo to adopt the following Resolution for DOT MMAC contingent upon the review and approval of Town Attorney Gail McTaggart:

RESOLVED, that the Honorable Barbara Henry, First Selectman in the town of Roxbury, Connecticut is hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Construction Projects".

The motion was seconded by Robert Lowe and carried unanimously.

Recreational Trail Program

The Board reviewed a letter dated February 18, 2013 from Gary Steinman of the Conservation Commission regarding RTP funding through DEEP for trails with a proposal to connect the Senior Center to Hurlburt Community Park. The Board agreed that they are in favor of this proposal and gave the OK for the Conservation Commission to pursue.

Skateboard Park

Barbara Henry reported that she spoke with Brian Mackay who explained that his schedule makes it difficult to meet with the Board in the evening. She agreed to meet with Mr. Mackay in the afternoon to review his proposal for a skateboard park.

High Meadow Lane Request from Property Owners

Barbara Henry reported that she received a letter from the owners on High Meadow Lane requesting the acceptance of High Meadow Lane as a town road so to be maintained by the town. She noted that not all property owners on the road signed this letter.

Russell Dirienzo questioned the history of this road and what led to it being determined as private. Barbara Henry explained that it was a large lot subdivision that should have an Association for the upkeep of the road.

Barbara Henry explained that there are 27 private roads in Roxbury. The town clears and sands these roads in emergency situations only.

Russell Dirienzo noted that he would not want to set a precedent with this; the homeowners purchased their property knowing this was a private road; the road was not built to town specs and would be a burden on taxpayers.

Budget – Capital Projects & Workshop Meeting March 15

The DRAFT proposed Capital Projects were reviewed. It was noted that \$217,150 was budgeted for Capital Projects last year vs. the \$326,063 requested this year. Requests include the replacement of the slate roof on part of the Hodge Memorial Library and Museum totaling \$46,000; repair of the tennis court in the amount of \$25,000 and \$145,000 each year over the next four years for fire department equipment upgrades required by 2017 and the replacement of Truck #9. The Fire Department has been asked to advise what they will contribute towards their requests and what grants are available that they will pursue to help out. The Board agreed to schedule a Special Budget Workshop meeting for March 15, 2013 as R. Lowe will be out of town until the 13th.

Girl Scout Proclamation

Motion by Russell Dirienzo to proclaim March 12, 2013 Girl Scout Day in the Town of Roxbury. The motion was seconded by Robert Lowe and carried unanimously.

Fire Marshal's Report – January & February 2013

The Board reviewed the Fire Marshal's Report. There were 11 calls in January and 12 calls in February.

Blight Ordinance

The Blight Ordinance will be on the agenda for the Annual Town Meeting. It was noted that the Rossiter-owned barn was in the newspaper. The Board has tried to work with the property owner for the last three years regarding this structure in disrepair. Russell Dirienzo agreed to contact the property owner, he would like this to be on next month's agenda to take action.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Southbury Community Center and Blackboard Connect. The motion was seconded by Robert Lowe and carried unanimously.

Southbury Community Center

Southbury First Selectman, Ed Edelson, contacted Barbara Henry regarding a project to build a new community center in Southbury that would be a branch of the Waterbury YMCA which would also serve surrounding communities. They are looking for someone from Roxbury to serve on the Board of Managers for this project. Barbara Henry agreed to post the need for a volunteer for this committee on Facebook.

Blackboard Connect

Barbara Henry relayed she was looking at this system as a possible replacement for our WARN alert system. The cost of calling through Blackboard Connect is \$5 per household for unlimited calls, emails and messages by text. Adding email and text capability are additional costs through WARN. The Board agreed to go forward with the Blackboard Connect system.

EXECUTIVE SESSION

Property Purchase

Motion by Russell Dirienzo to enter into Executive Session at 8:25 PM regarding a possible property purchase. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to exit Executive Session at 8:40 PM, the motion was seconded by Robert Lowe and carried unanimously.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:40 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING MARCH 18, 2013

MINUTES

CALL TO ORDER

The meeting was called to order by B. Henry at 8:30 AM.

Present: Barbara Henry, First Selectman; Russell Dirienzo & Robert Lowe, Selectmen

BUSINESS

Budget Discussions

The Board reviewed the entire proposed budget and voted to send it to the BOF. Increases in salaries, insurance, fuel and capital projects make up the proposed increase of \$13,040 or 0.43% for a Town budget of \$3,080,211. Plans include using a previously secured STEAP grant along with money in our Town Aid Road fund to complete the South Street repaving project before summer. It was noted that this is the second time the Board has proposed a small increase after three of the four previous budgets reflected spending decreases. We saw a \$61,044,438 decrease in the 2012 Grand List or 8.07% from the 2011 Grand List based on the 12.1 Mill Rate.

With Roxbury's share of the increase in the proposed Region 12 budget, which is \$205,902 or 3.09%, (\$6,672,301 to \$6,878,203) added to the Town government increase, we should not be surprised with a Mill increase to 13.0 or 13.1. The final decision will be the Board of Finance's and they will arrive at that after they present a final budget at a Public Hearing on May 2nd at 7:00 p.m. in Town Hall and after a vote at our Annual Town and Budget Meeting on May 21st at 7:30 p.m.

B. Henry thanked the BOS for their time and input on the proposed budget.

Re-Adopt Fair Housing Resolution & Policy Statement; ADA Policy; Title VI of the Civil Rights Act of 1964 and Corresponding Grievance Procedure; Affirmative Action Policy

Motion by R. Dirienzo, second by R. Lowe to re-adopt the above referenced policies for the Town. Motion carried unanimously.

NJPA (National Joint Powers Alliance) Membership

B. Henry explained that an opportunity has arisen to purchase a used 2008 CAT loader. The CAT loader that is presently used at the Transfer Station had to be repaired (head gasket) but she was informed that it probably will not last. She inquired about purchasing a used loader from the CAT dealer. If we were members of NJPA, we would be able to use their resources in pre-qualifying companies and used machinery. The state currently has a DAS website for purchases whereby companies are pre-qualified by the state and if the Town used them, we would not need to get other competitive bids. However, DAS only covers equipment that is new. B. Henry explained that through this NJPA membership we can purchase used equipment from local supporting dealers without going out for competitive bids. She would like the Town to become a member and would like to be able to purchase a located 2008 CAT loader. If we were to purchase it through CAT, they would waive the \$4,000 repair bill, waive the \$800 transport fee and give us a 20% member discount. She has seen the loader, it is a step up from what we currently use in PW and has 1000 hours on it. Final purchase price with \$20,000 for our used loader is \$95,000. Public Works would get this loader and the one presently used in PW would go to the Transfer Station. We currently have \$80,000 saved in the Reserve for Capital designated towards a new loader purchase in the future. The BOS would ask the BOF for the additional \$15,000 from the Reserve for Capital Undesignated.

Motion by R. Dirienzo, second by R. Lowe to join NJPA and proceed with the necessary steps to purchase the 2008 CAT loader. Motion carried.

Bid Procedure for Certain Capital Purchases Ordinance – Waiver Provisions

B. Henry explained that she contacted the Town Attorney about the above loader scenario and asked if we should have a waiver provision in our Purchasing Procedures for Capital Purchases ordinance moving forward.

The Town Attorney responded that a waiver provision could be added to the present ordinance. She suggested we go ahead with the above purchase, document it in the minutes and suggest this ordinance change for any future purchases:

- The Board of Selectmen may, in the event of a public emergency or when in its judgment compliance with this policy is neither feasible nor in the best interests of the Town, waive any provisions of this policy. Such action, together with the rationale therefore, shall be documented in the minutes of the meeting at which the waiver is approved.
- Although obtaining multiple price quotes is generally beneficial in certain, and is encouraged in most, instances, the following purchases/ expenditures are exempt from the requirements established by this policy:
 - Items purchased from the State of Connecticut’s official competitive bid list;
 - Items purchased from competitive bid lists compiled by purchasing cooperatives or regional purchasing agencies, provided that the Board of Selectmen has previously approved such entities;
 - Items listed in the State of Connecticut’s official competitive bid list or other competitive bid lists approved by the Board of Selectmen but purchased from a different source identified through informal requests for price quotes, provided that such expenditure, the vendor and price thereof, and the price set forth in the State of Connecticut of other approved competitive bid list is reported to the Board of Selectmen at its next regularly scheduled meeting and reflected in the minutes thereof; and
 - Used Items available through the National Joint Powers Alliance or other national municipal membership organizations that provide purchasing programs for municipal governments.

Motion by R. Dirienzo, second by R. Lowe to follow Town Counsel’s advice and add this change to Sec.2-221 Bid Procedures for Certain Capital Purchases in the Purchasing Procedures Ordinance to the Annual Meeting agenda. Motion carried unanimously.

Blight Ordinance to Annual Town Meeting

The BOS discussed the proposed Blight and Nuisance Ordinance and decided that it should be taken to the townspeople to vote on at the Annual Meeting.

Motion by R. Lowe to add the proposed Blight and Nuisance Ordinance to the Annual Town Meeting in May, second by R. Dirienzo. Motion carried unanimously. Proposed Blight and Nuisance Ordinance will be made part of the minutes.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 11:00 AM second by R. Lowe. Motion carried unanimously.

Respectfully submitted,
Barbara Henry
Barbara Henry, Acting Clerk

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING MARCH 20, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 8:05 PM

Present: Barbara Henry, First Selectman; and Robert Lowe, Selectman

BUSINESS

Motion by R. Lowe to adopt resolution for 2013 Community Development Block Grant for Housing Rehabilitation with the Town of Bridgewater, Motion was seconded by Barbara Henry and carried unanimously.

ADJOURNMENT

Motion by Barbara Henry to adjourn at 8:10 PM, the motion was seconded by R. Lowe and carried unanimously.

Respectfully submitted,

Barbara Henry

Barbara Henry
First Selectmen



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING APRIL 1, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:31 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen; Mark Lowe and Lisa Easter, Recreation Commission

APPROVAL OF MINUTES

Regular Meeting March 4, 2013 and Special Meeting March 18, 2013

Motion by Russell Dirienzo to approve the minutes of the March 4, 2013 Regular Meeting and March 18, 2013 Special Meeting. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- CAB East, LLC - \$250.20

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Lisa Easter and Mark Lowe of the Recreation Commission came forward regarding a proposal for a bathroom and kitchen at the pavilion at Hurlburt Park. They reported that they presented the proposal to the Board of Finance at their last meeting. Preliminary plans are being drawn to present to the BOS and BOF. They have been doing a lot of fact finding and will advise the costs to build and maintain the bathroom and kitchen.

Barbara Henry reminded the Board that this idea has come up in the past and a plan was requested but it was never presented. She noted that a maintenance plan is also important. Russell Dirienzo commented that this is a great idea and is glad to see it moving forward. Robert Lowe also encouraged the Commission to keep moving forward with this proposal. Possible fundraisers to help fund this project were discussed.

Barbara Henry asked what the Recreation Commission thought about a skateboard park. She explained that she has been approached about having one at the park with someone coming to the BOS with a proposal. Mr. Lowe and Ms. Easter advised that this would be up to the townspeople and suggested the circulation of a petition.

COMMISSIONS AND BOARDS APPOINTMENTS

Planning Commission, Alt. – vacancy exp. 11/19/2013

Motion by Russell Dirienzo to table the appointment of Planning Commission, Alt. vacancy exp. 11/19/2013. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah – 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority- 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Seniors Center BOD – vacancy, no term limit

Motion by Russell Dirienzo to table the appointment to the Senior Center BOD – vacancy, no term limit. The motion was seconded by Robert Lowe and carried unanimously

Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt. 4 yr. term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2013

Motion by Russell Dirienzo to table the appointment to the Recreation Commission vacancy expiring 06/30/2013. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

AT&T Cell Tower Application Decision

Barbara Henry reported that AT&T's application for a cell tower has been voted on by the CT Siting Council to be located at the Southbury Road location. The decision can be read on the Town's website.

RAA & RVFD Dinners

Barbara Henry and Robert Lowe reported that they attended the RAA and RVFD annual dinners and presented members with terms of service pins in appreciation of their years of service to the Town. The Ambulance Association has 402 cumulative years of service and the Fire Department has 599 cumulative years of service. Russell Wheeler and Peter Rossiter were presented with watches and thanked for their time on the RVFD of 51 and 50 years, respectively.

Barn at 126 Southbury Road

Russell Dirienzo reported that he spoke with the owner of the barn at 126 Southbury Road who advised that they really want to get the barn taken down this year; however, he is waiting for the family to remove their belongings. Mr. Dirienzo recommended that the Board set a date by which this liability needs to be removed.

Motion by Russell Dirienzo to set a deadline of August 1, 2013, by which the owners of the barn at 126 Southbury Road must take action to remove the barn. Otherwise, the Town will take action to demolish the barn and clear the debris by December 1, 2013. The motion was seconded by Barbara Henry and carried unanimously.

HART Bus Resolutions

Barbara Henry read aloud the following resolution for the renewed use of the HART Bus at the Senior Center: Resolution authorizing the First Selectman, Barbara Henry, to negotiate and execute all necessary Agreement/Contract documents on behalf of the Town of Roxbury with the Department of Transportation of the State of Connecticut and to affix the corporate seal.

Motion by Russell Dirienzo to adopt the HART Bus Resolution. The motion was seconded by Robert Lowe and carried unanimously.

BOE Representative Vote

Barbara Henry noted that there is one Roxbury BOE representatives up for re-election this year. The May 2009 minutes were reviewed noting the decision to move this to a machine vote if more than one person is running for the BOE. It was agreed that this decision should be carried forward to this year's vote.

Motion by Russell Dirienzo that in the event more than one person is nominated for the Roxbury BOE Representative position, the vote shall be moved from the Annual Meeting to a machine vote. The motion was seconded by Robert Lowe and carried unanimously.

Skateboard Park

Russell Dirienzo suggested that Brian Mackay move forward with getting costs, fundraising ideas and surveying the townspeople regarding their thoughts on a skateboard park.

Fire Marshal's Report – March 2013

No Report

OTHER BUSINESS

It was noted that the proposed Blight Ordinance is to be posted on the Town's website for the public to review and will be on the agenda of the Annual Meeting.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:12 PM the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING APRIL 18, 2013

MINUTES

CALL TO ORDER

The meeting was called to order by B. Henry at 8:00 AM.

Present: Barbara Henry, First Selectman; Russell Dirienzo & Robert Lowe, Selectmen

BUSINESS

Budget Discussions

B. Henry brought the Board up-to-date on changes in the proposed budget that she already discussed with the Board of Finance earlier this week. Both Selectmen had no problem with them which included increases to the Selectmen's Office and changes to Capital Projects.

Hauler Permits

B. Henry reviewed the new Transfer Station permit fees effective July 1, 2013 and explained that everyone will have had 18 months with the 2012 permit, which expires June 30, 2013, because the effective dates for the new permits will now coincide with the fiscal year (July 1 – June 30). Therefore, hauler permits were given the same 18-month timeframe. In discussions with the Operator, she feels that based on the number of trucks per week dumping at the Transfer Station, the cost of the new permit should increase, just as individual permits have. After discussion, it was decided to charge a flat \$10,000 fee annually (July 1 – June 1) for any hauler dumping at the Transfer Station.

Motion by R. Dirienzo to raise the hauler permit fee to a flat \$10,000 lump sum fee per year, second by R. Lowe. Motion carried.

Conservation Commission, Alt. – vacancy expiring 06-30-2015

B. Henry explained that B. Mousted has not attended Conservation Commission meetings since appointing her and is requesting her removal to make room for someone who is very interested in serving.

Motion by R. Lowe to remove B. Mousted as an Alternate on the Conservation Commission and appoint Rob Harley to fill the vacancy which expires 06-30-2015; second by R. Dirienzo. Motion carried.

Executive Session – Property Negotiation and 8-24 Referral

Motion by R. Dirienzo to enter into Executive Session at 8:20 AM for the above referenced subject, second by R. Lowe. Motion carried.

Motion by R. Dirienzo to come out of Executive Session at 8:40 AM, second by R. Lowe. Motion carried.

Motion by R. Dirienzo to allow the First Selectman to move forward with the purchase of 3 vacant parcels totaling 9.86 acres, (Map ID: 17-001; 17-003 and 18-047) currently owned by Gean Nasturwich, bordering Rocky Mountain and Wellers Bridge Roads for \$433,310, plus fees, with proceeds from the Town's Land Acquisition Fund. The purchase is contingent upon clear title, approval of the Probate Judge, a signed contract, 8-24 Referral from Planning and Town Meeting approval; second by R. Lowe. Motion carried.

Motion by R. Lowe to send the above referenced proposed purchase to the Planning Commission for an 8-24 Referral as required by state statute, second by R. Dirienzo. Motion carried.

B. Henry stated she hoped Town Meeting approval would be on the agenda of the Annual Town and Budget Meeting on May 21st.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 8:45 AM, second by R. Lowe. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry

Acting Clerk

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING MAY 6, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:36 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo, Selectman; Sarah Lauriat, EMS; First Assistant Fire Chief Mike Tiberio and Lieutenant Jeremy Johnson, RVFD.

APPROVAL OF MINUTES

Regular Meeting April 1, 2013

Motion by Russell Dirienzo to approve the minutes of the April 1, 2013 Regular Meeting. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

N/A

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Planning Commission, Alt. – vacancy exp. 11/19/2013

Motion by Russell Dirienzo to table the appointment of Planning Commission, Alt. vacancy exp. 11/19/2013. The motion was seconded by Barbara Henry and carried unanimously.

Lake Lillinonah – 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority- 01/01/2013 – 12/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Seniors Center BOD – vacancy, no term limit

Motion by Russell Dirienzo to appoint Marilyn Kayner to the Senior Center BOD – vacancy, no term limit. The motion was seconded by Barbara Henry and carried unanimously.

Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2013

Motion by Russell Dirienzo to appoint Rob Hardy to the Recreation Commission vacancy expiring 06/30/2013. The motion was seconded by Barbara Henry and carried unanimously.

Western Tourism District – vacancy expiring 11/30/2016

It was noted that Steven Justice was appointed to this position in December 2012. Barbara Henry will attempt to contact Mr. Justice.

Motion by Russell Dirienzo to table the appointment to the Western Tourism District – vacancy expiring 11/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Emergency Manager – 4 year term - 5/01/2013 – 4/30/2017

Motion by Russell Dirienzo to appoint David Easter as Deputy Emergency Management Director – 4 year term - 5/01/2013 – 4/30/2017. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC86 – 06/01/2013-05/31/2014

Due to the hiring of another Town Constable, it was determined that there was no need for the number of Special Constables we had in the past and the RC86 & RC87 positions were eliminated.

Special Constable RC87 – 06/01/2013 – 09/03/2013

See note above.

Special Constable RC88

Motion by Russell Dirienzo to appoint Kurt Yovan as Special Constable RC88 – 06/01/2013 – 09/03/2013. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC90

Motion by Russell Dirienzo to appoint Barbara Henry as Special Constable RC90. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC91

Motion by Barbara Henry to appoint Russell Dirienzo as Special Constable RC91. The motion was seconded by Russell Dirienzo and carried unanimously.

Special Constable RC93

Motion by Russell Dirienzo to appoint Rose Garbien as Special Constable RC93. The motion was seconded by Barbara Henry and carried unanimously.

2013 Marine Patrol Officers for Lake Lillinonah

Motion by Russell Dirienzo to appoint the following as 2013 Marine Patrol Officers for Lake Lillinonah:

- Tony Augustine
- Kevin A. Brooks
- John G. Puglisi
- Christopher Rosado
- Kevin J. Seeley
- Jameson A. Zaloski

The motion was seconded by Barbara Henry and carried unanimously. The appointees will be contacted to be sworn in.

BUSINESS

Transfer Station Satellite Facility Permit

Barbara Henry reported that the Town has received the permit for the transfer station satellite facility. The Town is working on getting permission from the DEEP to burn at this facility 6 times per year.

RVFD donation of fire truck

Mike Tiberio reported that the RVFD has decided not to use old fire truck #5 as a muster or parade truck and would like to donate it to either a fire department in need in West, Texas or a fire department that was a victim of Storm Sandy. He has contacted three dealers who have advised that the best value expected for the truck would be \$2,100.

Motion by Russell Dirienzo to approve the donation of old fire truck #5 to a charity of the RVFD's choice. The BOS would like to be notified when and if that happens. The motion was seconded by Barbara Henry and carried unanimously.

Barn at 126 Southbury Road

Russell Dirienzo has spoken with the owner of this barn, which was condemned several years ago. It was explained to the owner that if funds are an issue, the town will help find a way to make it affordable. The owners have not taken any measures to make the barn safe and it is currently the town's liability. Many complaints have been received regarding this barn. A letter was written advising that the town will take action by 8/1/13.

Motion by Russell Dirienzo to send a letter advising the owner of the barn at 126 Southbury Road that if no action is taken to protect the public health and safety regarding this barn the town will take action by 8/1/13. The motion was seconded by Barbara Henry and carried unanimously.

Motion by Russell Dirienzo to add to the agenda Gavel House on Dorothy Diebold Lane. The motion was seconded by Barbara Henry and carried unanimously.

Gavel House

It was noted that the vacant Gavel house on Dorothy Diebold Lane was also a hazard to public health and safety.

Motion by Russell Dirienzo to instruct the Building Official to do an inspection of the Gavel House and advise measures needed to protect public health and safety. The motion was seconded by Barbara Henry and carried unanimously.

Skateboard Park

It was noted that several opportunities have been given by the BOS to be presented with this proposal.

Motion by Russell Dirienzo to remove Skateboard Park from future agendas. The motion was seconded by Barbara Henry and carried unanimously.

Proposed Budget and Annual Budget & Town Meeting

Barbara Henry reported that the Annual Budget & Town Meeting will take place on May 21st at 7:30 p.m. She noted that the BOF has proposed a 13.3 mill rate; however, she feels this is too high. The BOS suggested 13.1 or 13.2.

Motion by Russell Dirienzo to send a letter to the BOF from the BOS requesting that the Town holds the line with a 13.1 or 13.2 mill rate. A member of the BOS will read this letter at the Annual Meeting. The motion was seconded by Barbara Henry and carried unanimously.

Russell Dirienzo agreed to write this letter.

Fire Marshal's Report – March & April 2013

The Fire Marshal's Report for March was reviewed. It was noted that 7 calls were received in March.

Fire on May 1st

Barbara Henry personally and publicly thanked the RVFD for their exemplary work with regard to the fire on May 1st. A letter of thanks will go out to all the mutual aid towns and departments that responded.

Motion by Russell Dirienzo to write a letter to the editor on behalf of the BOS thanking all the towns and departments that responded to the fire on May 1st. The motion was seconded by Barbara Henry and carried unanimously.

Firemen Mike Tiberio and Jeremy Johnson, in attendance, were thanked. Barbara Henry complimented them on how organized and professional the operation was run and noted how difficult it was to access the area of the fire. Roxbury has never experienced a brush fire of this magnitude.

Mr. Tiberio reported that 46.8 acres burned. The Fire Marshal is investigating the cause of the fire. Two houses had to be protected, but there was no damage to property and not a single reported injury. Hot spots continue to burn and the RVFD has been back to the site every afternoon and will continue to return until there is rain. Mr. Tiberio will work on tallying the costs for provisions, and damaged and lost equipment, which are expected to come to approximately \$5,000. An after action report will be made available.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda discussion of the School Budget Vote, Blight Ordinance and the Nasturwich's property. The motion was seconded by Barbara Henry and carried unanimously.

School Budget Vote

Barbara Henry reminded the group that the School Budget vote will take place on 5/7/13 between 12:00 and 8:00 p.m. Dori Squire will be acknowledged for her 58 years as a voter checker and past Registrar.

Blight Ordinance

Barbara Henry suggested revisions of the proposed Blight Ordinance to remove some of the extreme requirements.

Motion by Russell Dirienzo to make the changes to the Blight Ordinance draft as suggested by Barbara Henry. The motion was seconded by Barbara Henry and carried unanimously.

Barbara Henry agreed to revise and post the Blight Ordinance on the Town's website.

Nasturwich's Property

Barbara Henry reported that all three parcels of the Nasturwich property are being considered for sale by the Probate Court. The Ambulance Association has inquired about the possible purchase of one of the parcels; however, the family wishes for this property to be open space. Russell Dirienzo stated that he is not in favor of doing anything other than what the family wishes. Barbara Henry noted that the property with the house, barn and apartment can possibly be looked into as a possibility as long as life use is given to the owner.

ADJOURNMENT

Motion by Barbara Henry to adjourn at 8:47 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JUNE 3, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:32 PM.

Present: Barbara Henry, First Selectman; Robert Lowe and Russell Dirienzo, Selectmen

Others: Joe Quaranta, and Mr. & Mrs. Engel.

Barbara Henry opened the meeting with a moment of silence for Hugh Rawson who sadly passed away on Saturday. He was honored by the town in 2009 for his work with our community. She described him as the ultimate volunteer noting his work with the Roxbury Scholarship Foundation, Democratic Town Committee, Minor Memorial Library, ASAP, Land Trust, Conservation Commission and Board of Finance. A celebration of his life will be held on Sunday, June 9th at 2 PM. in the Town Hall.

The BOS also publicly thanked Joe Quaranta for painting the flag pole on the Town Green in time for Memorial Day.

APPROVAL OF MINUTES

Special Meeting April 18, 2013 and Regular Meeting May 6, 2013

Motion by Russell Dirienzo to approve the minutes of the April 18, 2013 Special Meeting and May 6, 2013 Regular Meeting. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

- Mark Maynard - \$34.72

Motion by Russell Dirienzo to approve the tax refund of Mark Maynard - \$34.72. The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Russell Dirienzo commented on how great the Annual Town Meeting was and the amazing turnout. Barbara Henry reported that the Probate Court has advised that it will be another month before they have all the information required regarding the Nasturwich property purchase approved for purchase at that meeting.

COMMISSIONS AND BOARDS APPOINTMENTS

Planning Commission, Alt. – vacancy exp. 11/19/2013

Barbara Henry reported that she has been advised that Arlene Kershner's term is up in November and she will not run again for the Planning Commission this year. This will create another opening on the Commission that will need to be filled by an Unaffiliated or Democrat. Barbara Henry proudly noted that the Board of Selectmen rarely inquires about party affiliation unless it is required to balance a commission. Russell Dirienzo noted that this Board is happy to have all its town volunteers.

Motion by Russell Dirienzo to table the appointment of Planning Commission, Alt. vacancy exp. 11/19/2013. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah – 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority- 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Board of Appeals, Alt. 4 yr. term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt. 4 yr. term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

It was noted that this is an opening where a Republican or Unaffiliated is needed to balance the Board.

Western Tourism District – vacancy expiring 11/30/2016

Motion by Russell Dirienzo to table the appointment to the Western Tourism District – vacancy expiring 11/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Conservation Commission - 4 year term - 7/1/2013 - 6/30/2017

Motion by Russell Dirienzo to reappoint Trudy Swanson to the Conservation Commission - 4 year term - 7/1/2013 - 6/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Conservation Commission - 4 year term - 7/1/2013 - 6/30/2017

Motion by Russell Dirienzo to reappoint Cathy Masi to the Conservation Commission - 4 year term - 7/1/2013 - 6/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission - 4 year term - 7/1/2013 - 6/30/2017

Motion by Russell Dirienzo to reappoint Missy Cole to the Recreation Commission - 4 year term - 7/1/2013 - 6/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission - 4 year term - 7/1/2013 - 6/30/2017

It was noted that this appointment was listed in error. Rob Hardy was appointed in the prior month.

Recreation Commission - 4 year term - 7/1/2013 - 6/30/2017

Barbara Henry reported that Lisa Easter will advise whether she would like to be reappointed.

Motion by Russell Dirienzo to table the appointment to the Recreation Commission - 4 year term - 7/1/2013 - 6/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Driveway Amendment from Zoning

Barbara Henry distributed a copy of the Draft Driveway Amendments. Russell Dirienzo provided a history of the application to the IWC and then the ZBA regarding a shared driveway on East Flag Swamp Rd., which led to this amendment. He agrees that shared driveways should be allowed for environmental purposes; however, this proposal is much broader. He noted his opposition to #2 and #5 of the draft. He suggested that this amendment be kept simple by only permitting shared driveways that are recommended by the IWC for environmental purposes.

Barbara Henry advised that the town does not get many shared driveway requests. She reviewed the current town ordinance on the subject. The Board agreed that the draft amendment should be returned to Zoning noting that an amendment to the town ordinance is not required and the Board's opposition of any non-environmental reasons.

Motion by Russell Dirienzo to reject the draft driveway amendment and to forward it to the Zoning Commission for their consideration of amendments to their regulations. The Board does not support non-environmental reasons for shared driveways. The motion was seconded by Robert Lowe and carried unanimously.

Score Board for Cal Ripken Field

Joe Quaranta noted the wonderful job that was done on the Cal Ripken Field. He discussed an electronic score board with Rob Hibbard and offered to donate one.

The Board reviewed the minutes from the approval for this field and found that one of the conditions of approval was that there would not be an electronic scoreboard. They explained that this entire project was a compromise with the Historic District Commission and the neighbors; therefore, before the BOS will consider this very nice gesture Mr. Hibbard or Mr. Quaranta will need to seek the approval of the HDC and the neighbors. The Board suggested that perhaps a non-electronic scoreboard could be considered.

Barn at 126 Southbury Rd

A letter was sent to the owners of the barn at 126 Southbury Rd. advising the Boards decision to take action regarding the removal of the barn after 8/1/13. Russell Dirienzo reported that the owner has asked for an extension until the end of the year. Barbara Henry noted that she would need a reason for this extension. She noted that she has been pursuing this issue at the Board's request for over two years and has given the owner the opportunity to come before us to discuss. The barn has been condemned and is a liability to this town. Russell Dirienzo suggested a compromise to allow for another month until 9/1/13. He will draft a letter to the owner regarding this extension and forward it to Barbara Henry for her review.

Blight Ordinance Ad Hoc Committee

Barbara Henry reported upon the CGA bill status regarding a state-wide task force to address blight. She noted that 10 people came forward after the town meeting to volunteer for an Ad Hoc Committee regarding a blight ordinance. Andy Engel volunteered to head this Ad Hoc Committee. It was noted that many complaints have been received regarding blight and this does not fall within the purview of Zoning, Health or building. Robert Lowe noted that there are some small blight issues that cannot be considered the same as some of the larger blight problems. Barbara Henry noted that "blight" needs to be clearly defined. Andy Engel advised that it might be best not to act in haste and to wait and see what the State comes up with before moving forward. Barbara Henry agreed and will contact the volunteers to inform them of this decision.

East Flag Swamp and Flag Swamp Surveys

Barbara Henry reported that a survey was taken regarding the proposed chip sealing on East Flag Swamp Rd. The results were 7 opposed and 6 in favor. An email was presented from a property owner disputing the process by which each owner gets 1 vote. The Board agreed that it was done with the same criteria as was done with Mallory Road. Barbara Henry will inform the residents on East Flag Swamp of the results and that it is a dead issue.

Russell Dirienzo noted that he was unaware of this survey or drainage work; therefore, it was difficult to field questions. Barbara Henry stated that not all maintenance projects come before the BOS. She did not consider this to be a major drainage project and as far as the survey, the results would be brought before the Board, as they have, and a decision would be made. She also stated that the buck stops with her and from now on, if he felt that Wetlands should be notified before any work is done, then that's what would happen in the future. She reminded the Board that the Town has always come before the IWC for major or difficult drainage issues, i.e., bridge repairs and Mallory Road, South Street. Russell Dirienzo suggested that the IWC be notified each time this type of work is done. He explained that in this case the town did a good job; however, it caused a lot of concern. Barbara Henry reported that the Public Works Department has already been advised that they will inform Mary Barton prior to starting any drainage work in the future, no matter how small. She asked about the proposal for Flag Swamp drainage and Russ Dirienzo said he already informed PW that it was ok however, the property owner requesting additional drainage needs to come before the IWC.

Barbara Henry reported that the survey for Flag Swamp Road came back 9 in favor of chip sealing and 5 against, however not all votes are in. Russell Dirienzo noted that this does not meet the two-thirds majority in favor. Russell Dirienzo suggested that Mine Hill Road be considered next as it is in need of a lot of drainage work. It was agreed that this road would be a major project and require an engineer before proceeding.

Roof Repair at Barn behind Senior Center

Barbara Henry reported that the insurance money for the barn roof repair must be spent by 6/30/13. A metal roof for the barn has been suggested. The Board determined that the newer asphalt roofing has a good warrantee and it was agreed that asphalt would be used.

Fire Marshal's Report April & May 2013

It was noted that a Fire Marshal's Reports were not submitted for review.

OTHER BUSINESS

Motion by Barbara Henry to add to the agenda River Road Pond, CDL Request from the Fire Dept., Speed Bump for South St. and the Appointment of a Fire Inspector. The motion was seconded by Russell Dirienzo and carried unanimously.

Appointment of Fire Inspector

Motion by Robert Lowe to appoint Brien Cartagena as Fire Inspector. The motion was seconded by Russell Dirienzo and carried unanimously.

River Road Pond

The Conservation Commission has brought forward concerns with the decision to chemically treat River Road Pond. Russell Dirienzo responded advising that this is the only option so that the pond can be used for fishing and swimming again. There has been a lot invested in the area by the town and it is getting destroyed. It would cost \$70,000 to dredge the pond. Mr. Gambino submitted scientific and factual information to the IWC regarding this matter. Russell Dirienzo reported that the pond has already been treated and suggested that they continue to monitor the pond.

CDL Request from the RVFD

Barbara Henry reviewed an e-mail request from Assistant Chief Mike Tiberio requesting the use of a town dump truck for the CDL Class B test in Woodbury. She confirmed with the insurance company that this would be covered under the policy.

Motion by Russell Dierenzo to approve the use of a town dump truck for the CDL test to be given on a weekend only. The motion was seconded by Robert Lowe and carried unanimously.

Speed Bump for South Street

Barbara Henry reported that she received a request for a speed bump near the school cross walk. The Board agreed that they would be in favor of a raised cross walk on each side of the school property. Barbara Henry is to determine the exact locations.

Barbara Henry reminded everyone that the BOE vote is Tuesday, 6/4/13 from 12 - 8 PM.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 9:05 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JULY 1, 2013

MEETING POSTPONED

Please be advised that the regular meeting of the Board of Selectmen scheduled for Monday, July 1 at 7:00 PM in Town Hall has been rescheduled to a Special Meeting on Tuesday, July 9, 2013 at 7:00 PM in Town Hall.

We are sorry for any inconvenience this may cause.

Respectfully submitted,

Barbara Henry

Barbara Henry

First Selectman



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING JULY 9, 2013

MINUTES

CALL TO ORDER

The meeting was called to order at 7:30 PM by B. Henry

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen

APPROVAL OF MINUTES

Motion by R. Dirienzo, second by R. Lowe to approve the minutes of the Regular Meeting held June 3, 2013.

Motion carried.

TAX REFUNDS FOR EXCESS PAYMENT

Motion by R. Lowe, second by R. Dirienzo to approve the following tax refunds:

- WV Credit Leasing - \$58.38
- Chase Financial - \$3,676.95
- Peter & Erin Mariano - \$1,403.76

Motion carried.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS & BOARDS APPOINTMENTS/OTHER

Planning Commission, Alt. – vacancy exp. 11/19/2013

Motion by R. Dirienzo, second by R. Lowe to table, motion carried.

Lake Lillinonah Authority - 4 year term 01/01/2013 – 12/31/2016

Motion by R. Dirienzo, second by R. Lowe to appoint Ed Racz, motion carried.

Zoning Board of Appeals, Alt. – 4 year term 01/01/2013 – 12/31/2016

Motion by R. Dirienzo, second by R. Lowe to appoint Nancy Schoenholtz, motion carried.

Western Tourism District – vacancy exp. 11/30/2016

Motion by R. Lowe, second by R. Dirienzo to table, motion carried.

Roxbury Museum Commission – vacancy exp. 11/30/2015

A letter was read by B. Henry from K. Pokrywka who has asked to step down from this position. The BOS thanked Kim for her service on this Commission. Motion by R. Dirienzo, second by R. Lowe to appoint Pamela Edwards to fill the vacancy. Motion carried.

Conservation Commission, Reg. – vacancy exp. 06/30/2015

This position is to fill the vacancy left by Hugh Rawson. Alternate Ceil Santillo will be moved up to fill this position.

Motion by R. Lowe, second by R. Dirienzo to appoint Ceil Santillo. Motion carried.

Conservation Commission, Alt. – vacancy exp. 06/30/2016

This is to fill the vacancy of Ceil Santillo. Motion by R. Lowe, second by R. Dirienzo to table, motion carried.

Recreation Commission – 4 year term 07/01/2013 – 06/30/2017

Motion by R. Dirienzo, second by R. Lowe to re-appoint Lisa Easter, motion carried.

Deputy Fire Marshal – No Expiration

Motion by R. Dirienzo, second by R. Lowe to appoint Brien Cartagena. Brien has successfully completed the Fire Inspection Module. He has now completed all that is required to be a Fire Marshal. This appointment, however, is for Deputy Fire Marshal. Motion carried.

Town Constable #AC94 – 4 year term effective 08/01/2013 – 07/31/2017

Motion by R. Lowe, second by R. Dirienzo to appoint David Coyle upon receipt of certification letter from POST, motion carried.

BUSINESS

Library Paver in Memory of Hugh Rawson

B. Henry explained that she has ordered a large paver on the Library walkway from the Town and Boards/Commissions in memory of Hugh Rawson paid for from the First Selectman's Discretionary Fund.

Resolution for Town Clerk Historic Documents Preservation Grant

Motion by R. Dirienzo, second by R. Lowe to approve the HDPG Resolution in the amount of \$4,000. Motion carried.

RESOLVED: That Barbara Henry, First Selectman, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the CT State Library for an Historic Documents Preservation Grant.

Resident Trooper Sharing Program with Bridgewater

B. Henry explained it is her understanding that there is now legislation to allow the sharing of Resident State Troopers. She spoke with W. Stuart in Bridgewater and he would still be interested in pursuing. She asked the Selectmen if they still wanted her to pursue it. Motion by R. Dirienzo, second by R. Lowe to pursue the sharing of a Resident Trooper with the Town of Bridgewater. Motion carried.

Town Info Meeting on School Referendum

B. Henry suggested inviting Roxbury BOE reps to speak at a Town Information Meeting on the state of the schools and the upcoming referendum. It was agreed to try and have it during the month of September. B. Henry to contact our BOE reps.

Veterans Paver at CT State Veterans Memorial

B. Henry explained that there is an opportunity to purchase a granite paver (12" x 6" x 2.5") to honor all Roxbury Veterans at the CT State Veterans Memorial in Minuteman Park in Hartford. The cost is \$150 and will be paid from the First Selectman's Discretionary Fund. The construction phase is beginning now. The Selectmen agreed to get one. This would be in addition to those names submitted previously that will be displayed on a kiosk at the entrance way.

Medical Benefits for Future Employees

B. Henry explained that with the rising costs of medical benefits the BOF agreed we should look into only insuring the employee in the future. This idea has been raised before but the Selectmen agreed to have B. Henry look into the possibility of having it a written policy moving forward.

Flag Swamp Road Survey

B. Henry shared the results of the chip-sealing survey for Flag Swamp Road from South Street to #31. It was 12-yes; 6-no. It was decided to chip seal that section only of Flag Swamp Road after the approved drainage is installed and a final cost is determined. Discussion also took place about another coat on Mallory after digging up where a spring was under the road. B. Henry to get the cost of that also.

Conservation Commission Nomination – Aquarian

B. Henry reported that the BOS's nomination of our Conservation Commission for Aquarian's Environmental Champion Award did not win. The BOS was disappointed but recognize and appreciate the members to be Environmental Champions, regardless.

Chip Sealing Section of Old Roxbury Road

B. Henry reported receiving several requests to chip seal the section of Old Roxbury Road from Bacon Road in about ¾-mile. R. Dirienzo was not in favor of doing this until we see how Mallory and Flag Swamp hold up.

Fire Marshal's Reports – April, May & June 2013

The reports were read into the record.

OTHER BUSINESS

B. Henry noted this was accidentally put on the Agenda as no other business can come before a Special Meeting.

ADJOURNMENT

Motion by R. Dirienzo, second by R. Lowe to adjourn at 8:10 PM, motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry, First Selectman

Acting Clerk

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen

07/12/2013



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING AUGUST 5, 2013

CANCELLATION NOTICE

Please be advised that the regular meeting of the Board of Selectmen scheduled for Monday, August 5th at 7:00 PM in Town Hall has been rescheduled to a Special Meeting on Monday, August 12th at 7:00 PM in Town Hall.

We are sorry for any inconvenience this may cause.

Respectfully submitted,

Barbara Henry

Barbara Henry

First Selectman

7/19/13



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING AUGUST 12, 2013

MINUTES

CALL TO ORDER

The meeting was called to order by B. Henry at 7:00 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo & Robert Lowe, Selectmen and Voices reporter.

APPROVAL OF MINUTES

Motion by R. Dirienzo to table the approval of the minutes of the Special Meeting held July 9, 2013 as they have to be approved at a Regular meeting; second by R. Lowe. Motion carried.

TAX REFUNDS

Motion by R. Dirienzo to approve the Tax Refunds A-I, second by R. Lowe. Motion carried.

COMMUNICATIONS FROM THE PUBLIC

None

COMMISSIONS & BOARDS APPOINTMENTS/OTHER

Motion by R. Dirienzo to appoint Sheila Gross as Planning Commission, Alt. to fill a vacancy which expires 11/19/2013. Her name will be on the November ballot for this position, also. Second by R. Lowe. Motion carried.

Motion by R. Lowe to re-appoint Joan Weller as Conservation Commission, Alt. for a 4 year term – 07/01/2013 – 06/30/2017. Second by R. Dirienzo. Motion carried.

Motion by R. Dirienzo to table the following two positions, second by R. Lowe. Motion carried.

- I. Conservation Commission, Alt. – vacancy expiring 06/30/2016
- II. Western Tourism District – vacancy expiring 11/30/2016

BUSINESS

PW Out-Building Roof Award

B. Henry shared the bids for this project. This was budgeted in Capital Projects for \$20,000. We opted for a metal roof vs. asphalt. The low bid was Chris Demers Construction. Motion by R. Lowe to award the metal roof bid for the PW large shed to Chris Demers Construction in the amount of \$14,650. Second by R. Dirienzo. Motion carried.

STEAP Grant

B. Henry relayed she received a letter stating we did not receive the STEAP Grants we applied for - GIS Mapping and Printer as well as Minor Bridge Road repaving. The large map printer was budgeted in Capital Projects so we will still get that but we did not budget for Minor Bridge Road. We will see if it's a project we can begin using our Town Aid Road fund.

DECD Housing Rehab Grant

B. Henry relayed that we did receive the \$400,000 Small Cities Development Block Grant for Housing Rehabilitation which we applied for with the Town of Bridgewater. Roxbury will be the lead town as we were when we applied for and received this grant in the past with the Town of Woodbury. Eligible residents can apply for a housing rehab

grant which is at no cost and no interest for the period of time they own the house. When the house changes hands the money is returned to the fund to be used again.

Town Info Meeting Date – School Referendum

A date was set for Tuesday, September 10th at 7:30 PM in Town Hall for a Town Information Meeting with our BOE reps to talk about the upcoming referendum dealing with the elementary schools.

Conservation Advisory

Conservation Commission sent a memo to the BOS expressing concerns and offering their recommendations for 4 items. The BOS thanked the CC for sending this advisory.

1) Land Acquisition Fund – the Town’s annual contribution has been inadequate the past few years and they would like to see it funded at the “not to exceed 0.5 mills” which was \$125,000 back in 2000. Their recommendation is to set annual funding at \$125,000 for the next ten years and then \$100,000 thereafter.

R. Dirienzo recommended the Commission speak to the BOF. He noted that this is a long-term project and thankfully we had the money in hand to purchase the Nasturwich parcels. \$100,000 is not realistic in these times but \$50,000 is. B. Henry also recommended they attend the Budget Hearing and express their concerns. The BOS has also put it in lower the past few years knowing it would probably be cut. R. Lowe stated it is a major commitment for long-term purchases and should be kept up.

2) Degradation of Watercourses – three overarching findings appear responsible for most of the 50 items of concern identified during the Commission’s recent stream walk of the Battleswamp brook. Their recommendation is undertaking finding the cause of a seasonally dry riverbed at Battleswamp Brook; revisit standards for the construction of driveway culverts; and imposing regulatory obligations for proper culvert maintenance, etc.

R. Dirienzo said these are all wetland issues. When the report came out, the IWC invited the CC to their meeting to discuss and they gave scientific reasons for the issues stated. The brook is not drying up near the Shepaug; it hits a sandy aquifer and goes directly into the aquifer. While it is a rare occurrence, it is happening. Regarding the creation of “fish barriers” that they feel constrict water flow and fish migration, he really doesn’t know what to do about that because when the CC got permission to walk the stream on people’s property, they cannot, by law, go back and make a complaint. His recommendation would be to write letters to the property owners and educate them on reasons why they should not build fish barriers. He doesn’t feel it is necessary to bring this to a “notice of violation” through IWC. The CC, all volunteers, did a great job with following up on this report and they should now follow up with homeowners to educate but with scientific input. IWC found that 90% of the stream degradation was natural. There is nothing that should be done about that. That is the reason for 100 ft. buffers so a stream can meander and naturally change course. R. Dirienzo feels that the report on Battleswamp Brook showed the stream is in excellent shape and what also came out of it is that the landowners bordering the brook need to be educated as to how they can maintain the buffer and why. The BOS should give the CC the support they need to do that.

3) Future of Roxbury’s Trees and Their Impact on Rural Character – the Town is facing a number of tree-related challenges. Recommendation is to conduct a town-wide conversation about trees and what we want Roxbury to look like when these tree-related challenges have played themselves out. R. Dirienzo noted that both he and the Tree Warden, David Gardener met with the CC and a lot of their concerns with trees falling in brooks, etc. are natural phenomenon and unless it causes someone’s yard to be flooded, it should be left alone. We need to maintain the roadsides to prohibit power outages. Cutting trees is not a bad thing for the environment; clear cutting a small area is actually better for the environment if done right. We need to restore some of our fields. Perhaps we could have “A Town Wants to Know” and invite experts on trees to attend.

4) Proliferation of Invasive Plants – Many invasive plants proliferate in Roxbury. Recommendation is to develop a plan of action to eliminate or control invasive plants.

R. Dirienzo stated we took action to control the invasives in the pond and the CC was upset. The pond is clear now. The only way to control the invasives is through chemical means; you cannot reasonably control invasives by pulling them out of the ground because the roots will always remain. We are one of the few towns who do not spray the roadsides. The only way to control the poison ivy etc. is to spray it and it is not a popular answer. The cost isn't either.

B. Henry to speak to the Conservation Commission and suggest they ask for a meeting with the IWC to discuss their concerns again.

Proposed Tribal Regulations

The BOS agreed to join the towns who are requesting an extension of the comment period regarding future Tribal acknowledgement regulations in the state. This came out of the legislature and several towns have requested at least another 45 days to allow comment.

Motion by R. Dirienzo to include the Town of Roxbury with any request regarding extension of this comment period. Second by R. Lowe. Motion carried.

Household Hazardous Waste Collection Day

This event has been set for Saturday, August 31st at the Bridgewater Public Works Garage on Hut Hill Road from 9 a.m. – Noon. A flyer about it will be in the newsletter.

Volunteer Recognition Picnic

The date for the annual picnic was set for Sunday, September 15th.

CHORE Service & Senior Bus Trips

The Town joined CHORE with a group of six towns whose purpose is to provide work opportunities for, and services to, clients in our community. It has run out of money and has become a victim of its success. Unless something comes about before the end of the month, it will fold. Jerrilynn Tiso has been requested to notify workers from our town as well as the clients. B. Henry noted that it is unfortunate because it is really a very worthwhile service.

Freedom Angel

Sterett Kelsey has been involved with the Freedom Angel since its inception – it was her idea. It is nearing completion and before it goes on a national road trip, she is asking if it can be displayed in Munson Meadow, next to the market. The purpose of the Angel is to raise money to help disabled military veterans. The Foundry has to provide insurance and a contract signed stating the Town will not be liable for it.

Motion by R. Lowe that it would be a good thing if all the details involving insurance, etc. are resolved to have the Freedom Angel displayed in Munson Meadow. Second by R. Dirienzo. Motion carried.

Snob Zone Book and Article

There's been a lot of talk about a recent book, "Snob Zones – Fear, Prejudice and Real Estate" by Lisa Prevost as well as an article that appeared on the subject in the Republican American. Roxbury is the subject of Chapter 1 in the book. B. Henry asked if the Selectmen were ok with her replying to assumptions presented in both the book and the article as they are not an accurate depiction of our wonderful town. R. Dirienzo and R. Lowe agreed to have her respond.

Fuelmaster System

B. Henry reported that the system has been installed on our diesel pump and the PW, Ambulance and several Firemen have been trained on how to use it. She and Judi Moker will be training on the software and how to retrieve the information for reporting purposes. R. Dirienzo to follow up with John Blaney about the reports needed for the diesel tank and how this will work with it.

Fire Department

B. Henry stated that at the last meeting the BOS wanted the Executive Board of the RVFD to attend our August meeting however, she was asked by the new interim acting Chief, Todd Wheeler, if we could hold off on that request for a couple of weeks and also meet at the Fire House. B. Henry agreed and will follow up.

Fire Marshal's Report – June & July 2013

B. Henry read the reports for June and July from the Fire Marshal.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 8:15 PM, second by R. Lowe. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry

Acting Clerk

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING SEPTEMBER 3, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Robert Lowe and Russell Dirienzo, Selectmen

Others: Loumarie Rodriguez of the Voices.

APPROVAL OF MINUTES

Special Meetings of July 9 & August 12, 2013

Motion by Russell Dirienzo to approve the minutes of the Special Meetings of July 9 and August 12, 2013. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to add to the agenda tax refund for RRR Maintenance Inc. in the amount of \$10.28. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to approve the following tax refunds:

- Holly Bresson - \$23.73
- Toyota Motor Credit Corp - \$105.59
- Stuart Family Farm LLC - \$35.64
- John or Susan Rogers - \$17.19
- RRR Maintenance Inc. - \$10.28

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission, Alt. – vacancy expiring 06/30/2016

Motion by Russell Dirienzo to table the appointment to the Conservation Commission, Alt. – vacancy expiring 06/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Western Tourism District – vacancy expiring 11/30/2016

Motion by Russell Dirienzo to table the appointment to Western Tourism District – vacancy expiring 11/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Library Director/Trustee – vacancy expiring 11/17/2015

Barbara Henry read aloud a letter of resignation from Library Board Director/Trustee Pat Lowe, due to her moving out of Roxbury soon. Pat was publicly thanked for all her years of service to the many Roxbury organizations that she generously gave of her time.

Motion by Russell Dirienzo appoint Kerri Arsenault to Library Director/Trustee – vacancy expiring 11/17/2015. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Memo from EMS Chief

Barbara Henry reported that she received a memo from EMS Chief, Bernie Meehan, noting concerns with future EMS response. He suggested having a paid EMT available for daytime coverage if a volunteer EMT cannot do it. Barbara Henry explained that she has not heard of any missed calls; however, the Selectmen agreed that there is nothing wrong with looking ahead. This is something that can be considered in the next budget. They will invite Mr. Meehan to further discuss his concerns at the next BOS meeting on October 7th.

Town Info Meeting – School Referendum

A Town Informational Meeting is scheduled for Tuesday, September 10th at 7:30 p.m. to discuss the upcoming school referendum. A draft consolidation plan has been presented by the Superintendent to the School Board. Our 3 BOE reps will be at the meeting.

Volunteer Recognition Picnic

The Volunteer Recognition Picnic will be held Sunday, September 15th at 12:30 at Hurlburt Park.

CHORE Service

Barbara Henry reported that the CHORE Service did not disband and has funding to continue services at least through the end of October. Roxbury has several people who are both hired and receive services through this worthwhile program. The First Selectmen from the member towns will be meeting again this week to discuss CHORE's future.

Freedom Angel

Barbara Henry reminded the Board that local artist Sterett-Gittings Kelsey would like to display her sculpture, Freedom Angel, in Roxbury. Its initial purpose was to raise money for wounded veterans. She reported that the town's insurance provider will not be responsible for the sculpture. The foundry/foundation will be required to provide insurance and be responsible for moving the sculpture. The Board asked about the length of time it would be here and what are the future plans for the sculpture. The Board agreed that it would be an honor to display this sculpture and the intention behind it is very special.

Tennis Court

Barbara Henry reported that the Tennis Court repair has been completed.

Fire Department

Todd Wheeler is currently the acting Chief of the RVFD. Nominations are being sought for Officers and the Department will meet to vote for a new Chief soon.

Fire Marshal's Report – August 2013

The FD responded to seven calls in August.

OTHER BUSINESS

Robert Lowe noted a complaint regarding heavy equipment on Transylvania Rd. Barbara Henry reported that she has a meeting with a property owner on the road tomorrow. ZEO Mary Barton has been out to the site.

Motion by Barbara Henry to add to the agenda Nasturwich Parcels, Assistant Treasurer, Tree Warden, CL&P Tree Trimming, AT&T Proclamation "No Texting While Driving Day", State Police, and Letter to the Siting Council. The motion was seconded by Russell Dirienzo and carried unanimously. She noted that there are several items to add because the agenda was done early due to her being on vacation last week.

Nasturwich Parcels

Barbara Henry reported that from her conversations with over the years with Mrs. Nasturwich she made known her wishes that the three parcels, which the Town recently purchased, have the Hallock name, her father's name, on them if there was to be a name at all. The Board agreed that Barbara Henry should solicit ideas for a sign and naming the parcels.

Assistant Treasurer

The Town's Treasurer has appointed an assistant, Martha Munson, to replace Jeannette Puglio who resigned as Assistant Treasurer.

Tree Warden

Barbara Henry reported that as of October the term for a Tree Warden will extend from 1 to 2 years.

CL&P Tree Trimming

CL&P is planning a heavy tree trimming in Roxbury. Permission from landowners will be sought prior to the trimming.

AT&T Proclamation

Barbara Henry reported that AT&T would like to proclaim September 19, 2013 as "No Texting While Driving Day" to highlight the dangers of texting while driving.

Motion by Russell Dirienzo to formally declare 9/19/13 "No Texting While Driving Day" as with every day of the year. The motion was seconded by Robert Lowe and carried unanimously.

CT State Police

Barbara Henry reported that the town was billed \$5,900 more than what was budgeted in the 12/13 fiscal year due to the increase in fringe benefits for the CSP. She's also just received a letter for the 13/14 fiscal year that the fringe benefits are going to be billed at 83.85%. She stated that they're shooting themselves in the foot because we will not ask for Trooper overtime but use our two Constables when necessary.

Russell Dirienzo noted that since the State approved the contracts for this increase without notice to the towns, then the State should pay for this. He explained that this is an example of the State's mismanagement.

Robert Lowe suggested that a letter be sent to the State Police explaining that the budget process is over with and this increase will be considered once the public has an opportunity to approve it.

Barbara Henry reported that she has already had discussions with the CSP regarding her dissatisfaction with this increase and she noted that the contract states that billing will be calculated based on actual costs. She explained that a decision to pay or not to pay has to be decided fairly quickly because the audit process is starting. If absolutely necessary, she can go to the BOF to request it be paid out of Contingency or override the Protection department.

It was agreed that if this must be paid, then a letter of dissatisfaction should accompany it. Barbara Henry reminded the Board that the new contract with the State Police has not yet been signed. She will continue to pursue sharing a Trooper with Bridgewater as well as sharing our Constables as the Town will not be able to afford the State Police's continued increases after-the-fact.

Letter to the Siting Council

Barbara Henry reported that the Siting Council has received notice that Sprint would like to do modifications to the cell tower on Lower County Road in order to implement updated technology.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:25 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING OCTOBER 7, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Robert Lowe and Russell Dirienzo, Selectmen

Others: Andy Engel

APPROVAL OF MINUTES

Regular Meeting of September 3, 2013

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting of September 3, 2013. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to add to the agenda the following tax returns:

- Financial Services Vehicle Trust - \$145.26
- Honda Lease Trust - \$52.54

The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to approve the following tax refunds:

- Daimler Trust - \$29.45
- Michael Arsenie - \$16.48
- Honda Lease Trust - \$11.19
- Daimler Trust - \$102.08
- Financial Services Vehicle Trust - \$145.26
- Honda Lease Trust - \$52.54

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission, Alt. – Vacancy expiring 06/30/2016

Motion by Russell Dirienzo to table the appointment to the Conservation Commission, Alt. – vacancy expiring 06/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Western Tourism District – Vacancy expiring 11/30/2016

Motion by Russell Dirienzo to table the appointment to Western Tourism District – vacancy expiring 11/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Library Director/Trustee – Vacancy expiring 11/17/2015

Barbara Henry explained that Kerri Arsenault was appointed as a Library Director / Trustee last month; however, found that her schedule conflicted with the meeting dates.

Motion by Russell Dirienzo rescind appointment of Kerri Arsenault as Library Director/Trustee – vacancy expiring 11/17/2015. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to table appointment of Library Director/Trustee – vacancy expiring 11/17/2015. The motion was seconded by Robert Lowe and carried unanimously.

Veterans' Service Contact Person

Motion by Russell Dirienzo to appoint Jerrilynn Tiso as Veterans' Service Contact Person. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Memo from EMS Chief

The EMS Chief was invited to the BOS meeting to discuss his concerns regarding having an EMT on call at the Fire Department. He did not attend but explained to the First Selectman that he was merely passing on concerns for the future and there was nothing further to discuss regarding this matter.

Town Info Meeting – School Referendum

The Town Informational Meeting regarding the School Referendum has been held. Currently they are waiting on the decision of the three towns and BOE regarding how this matter will proceed. It doesn't appear that there will be a referendum at the same time as the November 5th municipal election.

Resignation of Mary Barton

Barbara Henry reported that ZEO Mary Barton has resigned. An ad was placed in Voices to fill this position, which will run one more time. There have been a couple of people who have shown interest thus far.

Volunteer Recognition Picnic

The Volunteer Recognition Picnic was well attended. The Hurlbut's, Munson's and Robert Lowe were honored along with all the town's volunteers.

Future Health Insurance

Barbara Henry reported on a meeting with the NW Council of Governments regarding how small towns should go forward with regard to healthcare. Russell Dirienzo agreed that many issues need to be worked out before they can go forward with a decision.

The Board agreed that part-time employees' hours should be restricted to 29 per week per the new Affordable Healthcare requirements. The group confirmed that they will go forward with their decision to cover new full time hires, but not their families effective January 1, 2014.

The Board agreed that they should take advantage of the option to take over payment of Medicare premiums for those employees and their spouses who qualify as these are quite a bit less than if the spouse stayed on the policy.

Smart Growth Committee

The Smart Growth Committee has been meeting for about a year and are getting close to their goal planning for housing that would attract young families and to allow for the downsizing of aging residents. Russell Dirienzo noted that he supports the idea; however, would like a presentation of their recommendations and an opportunity to review the proposed regulations. The Smart Committee will be invited to the November meeting of the BOS.

CL&P Meeting

Barbara Henry met with CL&P regarding the work they have been doing to prepare for storms. They plan to close their New Milford operations room and to consolidate with Newtown. She explained that she is not in agreement with this plan due to the location's distance to many of the northwest towns. Russell Dirienzo noted that it is a company's choice to make changes to make them more efficient. Newtown is not much further than New Milford with regard to Roxbury. However, he does agree that this will have more of an effect on other towns.

Hazardous Waste Collection

Currently Roxbury and Bridgewater collect their hazardous waste together; however, the cost for the 90 Roxbury participants this year was \$7,470. Roxbury has a lot more options for disposing their waste at the transfer station than ever before. It was agreed that Barbara Henry would look into combining future Hazardous Waste Collections with New Milford to reduce the cost.

Nomination of Rob Hibbard for CT Recreation and Parks Assoc. 2013 ABCD Award

Barbara Henry reported that she nominated Rob Hibbard for this award for all the work he has done with the Don Conway Youth Baseball Field behind Town Hall. She was disappointed to report that the Committee did not select her nomination this year; however, she may resubmit next year.

Tree in Shepaug near Judds Bridge

The cost to remove a large tree in the river is almost \$5,000; however, it must be done since it presents a danger of breaking loose during a storm event and hitting the bridge.

Fire Department

A date for the Fire Department to meet with the BOS is to be scheduled. Additionally, a meeting is to be scheduled with the Emergency Preparedness Committee.

Fire Marshal's Report – September 2013

No report.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Roxbury Museum, Solarize Roxbury, and Candidates Forum 10/24/13. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Museum

Barbara Henry explained that \$5,000 was budgeted this year towards the work to be done to the Roxbury Museum roof. An additional \$2,500 was to be budgeted next year towards this project. Ed Cady has submitted a proposal to clean and seal the slate roof, replace the ridge cap, chimney cap seal the brick walls fix flashing, etc., all for \$5,000 plus the old slate from the Hodge roof. The Board agreed that this was a good idea and that it should be brought before the Museum Commission for their approval.

Solarize Roxbury

The Conservation Commission has been working on this project and will be inviting people to sign up for solar. A Town Wants to Know on this topic will be held at the Library. The BOS agreed to invite the Conservation Commission to their November meeting to learn more about this.

Candidates Forum

The Republican and Democratic Town Committees will be hosting a Candidates Forum at Town Hall on October 24, 2013. All the candidates will be invited to come and speak.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:06 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMAN REGULAR MEETING NOVEMBER 4, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Robert Lowe and Russell Dirienzo, Selectmen

Others: Andy Engel, Pat Lowe, Peter Filous, Jim Conway, Gary Steinman, Gary Coburn & members of the public.

APPROVAL OF MINUTES

Regular Meeting of October 7, 2013

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting of October 7, 2013. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Barbara Henry explained that the refund for Arnon Storfer was a result of an appeal and judge's stipulation that has already been paid. Additionally, the refund for Lauren Pratt in the amount of \$20.88 should be removed from the list.

Motion by Russell Dirienzo to add a tax refund for Nissan Infiniti- \$19.94 to the agenda. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to approve the following tax refunds:

- Arnon Storfer - \$4,080.50 (ratify Judge's stipulation for payment)
- Toyota Motor Credit Corp. - \$79.27
- Chase Auto Finance Corp. - \$598.90
- Nissan Infiniti- \$19.94

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry commented that there are three great people running for the Board of Selectmen and regardless of who is elected, the town wins. She thanked all the people who have been serving the town but chose not to run this time. All have devoted a lot of time to their positions and it is very much appreciated.

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission, Alt. – vacancy expiring 06/30/2016

Motion by Russell Dirienzo to table the appointment to the Conservation Commission, Alt. – vacancy expiring 06/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Western Tourism District – vacancy expiring 11/30/2016

Motion by Russell Dirienzo to table the appointment to Western Tourism District – vacancy expiring 11/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Library Director/Trustee – vacancy expiring 11/17/2015

Motion by Russell Dirienzo to table appointment of Library Director/Trustee – vacancy expiring 11/17/2015. The motion was seconded by Robert Lowe and carried unanimously.

Council on Aging – vacancy exp. 12/31/2014

Motion by Russell Dirienzo to appoint Richard Burmann to the Council on Aging – vacancy expiring 12/31/2014. The motion was seconded by Robert Lowe and carried unanimously.

Constable AC89 – 4-yr term 12/01/2013 – 11/30/2017

Motion by Russell Dirienzo to reappoint Mike Rice as Constable AC89 – 4-yr term 12/01/2013 – 11/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Constable RC92 – 1 yr. term 12/01/2013 – 1/30/2017

Motion by Russell Dirienzo to reappoint Mo Clark as Constable RC92 – 1 yr. term 12/01/2013 – 1/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Emergency Preparedness Director - 4-yr term 12/01/2013 – 11/30/2017

Motion by Russell Dirienzo to reappoint Bernie Meehan as Emergency Preparedness Director - 4-yr term 12/01/2013 – 11/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Municipal Agent – 4 yr. term 12/01/2013 – 11/30/2017

Motion by Russell Dirienzo to reappoint Jerrilynn Tiso as Municipal Agent – 4 yr. term 12/01/2013 – 11/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Museum Commission – 4 yr. term 12/01/2013 – 11/30/2017

Motion by Russell Dirienzo to reappoint Laura Miller to the Roxbury Museum Commission – 4 yr. term 12/01/2013 – 11/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Tree Warden - 2 yr. term 12/01/2013 – 11/30/2017

Motion by Russell Dirienzo to reappoint David Gardner as Roxbury Tree Warden - 2 yr. term 12/01/2013 – 11/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Tree Warden Asst. – 2 yr. term 12/01/2013 – 11/30/2017

Motion by Russell Dirienzo to reappoint Butch Finch as Asst. Roxbury Tree Warden – 2 yr. term 12/01/2013 – 11/30/2017. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

“Bucky Lowe Day”

Barbara Henry reminded the group that at the Volunteer Picnic Robert Lowe was honored for all he has done for this Town. At that time, it was declared that November 4th would be Bucky Lowe Day. On this Bucky Lowe Day the Board of Selectmen presented Bucky with a key to the Town of Roxbury noting that Bucky and Pat Lowe will always be welcome in the Town of Roxbury.

She reflected on the 16 years the current Board of Selectmen has worked together. Barbara Henry presented years of service pins to Russell Dirienzo and Robert Lowe for 16 years on the Board of Selectmen and to Tai Kern for 8 years as secretary for the Board and other Commissions.

Presentation to Jim Conway for Service on BOF

James Conway was presented with a plate from the Board of Selectmen with appreciation for the 24 years he has served on the Board of Finance. Barbara Henry explained that the Town is grateful for James Conway's 24 years of service to the Board of Finance. He is among those who have chosen not to run again.

Smart Growth Committee

Barbara Henry explained that the Smart Growth Committee was charged with addressing the need for alternative housing in Roxbury for those residents who want to downsize and stay in town and also to keep and attract young families. She noted that one of Roxbury's great attributes is its diversity.

Smart Growth Committee Chairman Peter Filous gave a presentation and took questions on the Committee's recommendations for common interest ownership subdivisions. He explained that this is addressed in concept within the Plan of Conservation and Development. It is suggested that the current Conservation Subdivision Regulations be amended to include this recommendation.

Barbara Henry commented that the Committee has been doing good work on this. She encouraged the public to stay involved in the process going forward as they will be involved with the decision and their comments sought. Solarize Roxbury

Barbara Henry thanked the Conservation Commission for reviewing an opportunity for solarizing. Gary Steinman came forward and gave a presentation regarding the Solarize Connecticut program details and explained the opportunities available to residents.

The program launch will be November 10th at Booth Free School where residents can go to ask questions, get information and sign up. The cost to residents to solarize through this program will be much less than solarizing individually.

Clean Energy Communities Municipal Pledge

Barbara Henry reminded the Board that the Town took a pledge in 2008 and successfully reduced their energy consumption 20% by 2010. Currently phase 2 of this initiative is being offered, which will make the Town eligible for many programs and grant opportunities.

Motion by Russell Dirienzo to renew the Clean Energy Communities Municipal Pledge to reduce the Town's energy consumption 20% by 2018. The motion was seconded by Robert Lowe and carried unanimously.

Citizens Oil Co-Op

Barbara Henry noted that the Town is involved in an oil consortium and will be purchasing their oil for \$3.18 per gallon this year. This plan is not available for residents individually; however, Citizens Oil Co-Op is an option that unites heating oil consumers to achieve a savings. This is a service available to the townspeople that the town would like to promote because the more people involved, the better the savings will be for all. The benefit to the town is that the \$10 sign-up fee will be returned to the town for the Resident Relief Fund to be used for fuel assistance. Pamphlets will be available throughout the town regarding this program. A program for propane is also available.

Authorizing Resolution for Homeland Security MOU

Motion by Russell Dirienzo to authorize the following resolution:

“RESOLVED, that the Town of Roxbury may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and further resolved, that Barbara Henry, as First Selectman of the Town of Roxbury, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Roxbury and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.”

The motion was seconded by Robert Lowe and carried unanimously.

Telecommunications Site – Perkins Road, Southbury

A notification was received that the Siting Council will review an application for an AT&T Telecommunications Site on 257 Perkins Rd., Southbury, CT. Russell Dirienzo explained that although they had testified that there is a better site for this cell tower, the site was approved. However, the new owner of the property has to apply for a permit as a formality.

Obamacare and Employee Healthcare going forward

Barbara Henry has inquired with the Town's insurance carrier regarding the changes that will affect the Town with regard to Obamacare. No information was available at this time; however, employees who now work over 30

hours per week will qualify. Our policy states that part-time is up to 35 hours per week. Our policy for part-time employees should be changed to “not to exceed 29 hours per week.”

Motion by Russell Dirienzo to change the current policy for part-time hours to “not to exceed 29 hours per week” from the current “up to 35 hours” effective November 1, 2013. Motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry reminded the Board that the Teamsters contract is scheduled to be renegotiated in June.

Purchasing Guidelines for TH Departments/Boards/Commissions

Employees and volunteers were reminded that all purchases are to be through the Selectmen's Office. A guidelines hand-out was distributed to Boards, Commissions and employees.

Policy for Copier Costs

The large map printer/copier in the Town Clerk's office has been offered to the public as a convenience to the townspeople. The charge for a black and white copy will be \$5.00 and the charge for color copies will be \$10.00. Tax Office Collection of \$2 MV Delinquency Charge It was noted for informational purposes that as of Friday, November 1, 2013 a motor vehicle delinquency charge of \$2 is being collected by the Tax Collector.

Fire Department

Barbara Henry reported that everything is going well with the Fire Department. The Selectmen plan to meet with them again after the election.

Fire Marshal's Report – September, October 2013

The Fire Marshal's Report was reviewed noting that there were 10 calls in September. The report for October has not yet been submitted.

OTHER BUSINESS

Freedom Angel

Barbara Henry reported that the 7-foot bronze sculpture of the Freedom Angel, originally being considered for placement in Munson Meadow, will be arriving and now be placed on the hillside near the Roxbury Market on November 6, 2013 at 7:30 AM. The Freedom Angel idea and sculpture is that of resident Sterett Gittings Kelsey and is to raise awareness and money to assist veterans on their journey to civilian life. A ceremony will be held in the coming weeks.

Executive Session – ZEO/IWEO Position

Motion by Robert Lowe to enter into Executive Session along with the Chairman of the Zoning Commission, Jim Conway, regarding the ZEO/IWEO position at 9:14 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Motion by R. Lowe to exit Executive Session at 9:35 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Barbara Henry is to set up interviews for interested applicants on November 20th.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 9:36 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING DECEMBER 2, 2013

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM,
Present: Barbara Henry, First Selectman; James Conway and Russell Dirienzo, Selectmen
Others: Jack Coraggio of the Republican American

Barbara Henry and Russell Dirienzo welcomed James Conway as a new Board of Selectmen member expressed

APPROVAL OF MINUTES

Regular Meeting - November 4, 2013

Motion by Russell Dirienzo to table the approval of the minutes of the Regular Meeting of November 4, 2013. The motion was seconded by James Conway and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to ratify the judge's stipulation for payment and approve the tax refund to Georgianna & Clement Passariello in the amount of \$3,160.75. The motion was seconded by James Conway and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission, Alt. – vacancy expiring 06/30/2016

Motion by Russell Dirienzo to appoint Tim Flanagan to the Conservation Commission, Alt. – vacancy expiring 06/30/2016. The motion was seconded by James Conway and carried unanimously.

Western Tourism District – Vacancy Expiring 11/30/2016

Barbara Henry will ask the Democratic and Republican Town Committees to find someone interested in filling this position.

Motion by Russell Dirienzo to table the appointment to Western Tourism District – Vacancy expiring 11/30/2016. The motion was seconded by James Conway and carried unanimously.

Library Director/Trustee – Vacancy Expiring 11/17/2015

Jeff Krizan has come forward as a prospective Library Director/Trustee. The Board was reminded that Kerri Arsenault expressed an interest, was appointed but then had to back out due to scheduling. The Library Board members plan to meet with him.

Motion by Russell Dirienzo to table appointment of Library Director/Trustee – Vacancy expiring 11/17/2015. The motion was seconded by James Conway and carried unanimously.

Northwest Public Safety Commission 1/1/2014 – 12/31/2015

Motion by Russell Dirienzo to reappoint Bernie Meehan to Northwest Public Safety Commission 1/1/2014-12/31/2015. The motion was seconded by James Conway and carried unanimously.

Recreation Commission – Vacancy Expiring 6/30/2015

Motion by Russell Dirienzo to appoint Fred Bond to the Recreation Commission – vacancy expiring 6/30/2015. The motion was seconded by James Conway and carried unanimously.

Historic District Commission – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to reappoint Wendy Walker to the Historic District Commission – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Historic District Commission – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to appoint Jack Huber to the Historic District Commission – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Town Counsel – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to reappoint Gail McTaggart as Town Counsel – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Zoning Board of Appeals – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to reappoint Judith Kelly to the Zoning Board of Appeals – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Zoning Board of Appeals – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to reappoint Nanette Falkenberg to the Zoning Board of Appeals – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Zoning Board of Appeals, Alt – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to reappoint Ed Cady to the Zoning Board of Appeals, Alt – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Zoning Board of Appeals, Alt – 4 year term 01/01/2014 – 12/31/2017

Motion by Russell Dirienzo to reappoint Harvey Yaverbaum to the Zoning Board of Appeals, Alt – 4 year term 01/01/2014 – 12/31/2017. The motion was seconded by James Conway and carried unanimously.

Zoning Commission, Alt. – vacancy expiring 12/31/2016

Motion by Russell Dirienzo to appoint John Cody to the Zoning Commission, Alt. – vacancy expiring 12/31/2016, effective December 10, 2013. The motion was seconded by Barbara Henry and carried. 2-0-1 James Conway abstained.

ZEO-IWEO effective December 10, 2013

Barbara Henry reported that applicants were interviewed for this position and it was found that applicant Gary Coburn had the most zoning experience. December 12/9/13 will be his last day on the Zoning Commission and then he will be appointed as the ZEO / IWEO by the respective commissions.

Motion by Russell Dirienzo to approve the hiring of Gary Coburn as the ZEO-IWEO effective December 10, 2013. The motion was seconded by James Conway and carried unanimously.

Motion by Barbara Henry to add to the agenda Zoning Commission - vacancy expiring 12/31/16 and Region 12 Resource Officer. The motion was seconded by Russell Dirienzo and carried unanimously.

Zoning Commission - vacancy expiring 12/31/16

Motion by Barbara Henry to appoint Ray Crawford as a Regular member, from Alternate member, of the Zoning Commission - vacancy expiring 12/31/16. The motion was seconded by Russell Dirienzo and carried 2-0-1. James Conway abstained.

Region 12 Resource Officer

Barbara Henry reported that Region 12 has hired Mark Ramos as the Resource Officer. He will be paid by the Region and under the supervision of the Washington State Trooper.

Motion by James Conway to accept Mark Ramos as the Region 12 Resource Officer. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Presentation to Arlene Kershner for Service on Planning Commission

Motion by Russell Dirienzo to table the presentation to Arlene Kershner for her service on the Planning Commission. The motion was seconded by James Conway and carried unanimously.

Resolution for Roxbury Municipal Employee Money Purchase Pension Plan

Motion by Russell Dirienzo to adopt the following Resolution:

Whereas, the Employer desires to change a Trustee of the Roxbury Municipal Employee Money Purchase Pension Plan:

Now therefore be it resolved;

- I. That Robert K. Lowe be hereby removed as a Trustee under the above named plan.
- II. That James Conway be and hereby is appointed to serve as Trustee.
- III. That the authorized representative be and is hereby authorized and directed to execute any documents and perform such other acts as may be necessary and proper to effectuate the intent of these Resolutions.

The motion was seconded by Barbara Henry and carried 2-0-1. James Conway abstained.

Hazardous Waste Collection Day

Barbara Henry reported that 95 people from Roxbury and 81 people from Bridgewater participated in the annual Household Hazardous Waste Collection Day in 2013. Roxbury's share of this cost was \$7,400. The cost would be reduced to \$3,000, if Roxbury were to join with New Milford in its collection.

The Board acknowledged that this would be an inconvenience to the townspeople; however, they would still have a place to return their waste at a huge cost savings. The Board agreed that Barbara Henry should pursue this option.

Conflict of Interest Policy for Small Cities CDBG funds

The CDBG reviews applications for revolving grants for interest free loans available for the townspeople to rehab their homes and has requested that a conflict of interest policy be accepted.

Motion by Russell Dirienzo to accept the Conflict of Interest Policy for Small Cities CDBG funds. The motion was seconded by James Conway and carried unanimously.

BOS Meeting Day

James Conway noted that the BOS meeting conflicts with the BoE meeting dates. It was agreed that rather than change the meeting date for the BOS, the Board would call for an update from Roxbury BoE members and invite them to attend the BOS meeting when there is a particular topic of interest. The BOS can cancel their regular meeting and call for a special meeting if it is determined that there is a BoE meeting the Selectmen would like to attend.

BOS 2014 Meeting Schedule

It was agreed that the BOS would meet the 1st Monday of each month with the exception of September when the meeting date will be the 1st Tuesday due to the Labor Day holiday.

2014 Holiday Schedule

The Holiday Schedule was reviewed for both Town Hall employees and per the Union contract. It was noted that the only difference is that the Town Hall employees will have Martin Luther King Day off and the Public Works employees will have Lincoln's Birthday off per the Union contract.

Motion by Russell Dirienzo to approve the 2014 Holiday Schedules. The motion was seconded by James Conway and carried unanimously.

Roxbury Responds - Illinois

Social Services has been asked to research how Roxbury can help with regards to the Illinois tornado disaster. Information regarding how the public can help the Philippines has been posted on Facebook.

Fire Department

Barbara Henry reported that everything has been going well with the Fire Department. The Department is meeting expectations and requirements when responding to calls. The Department used a PW truck to train for CDL's which 5 volunteers have now earned. The Department is open to meeting with the BOS to continue open communication.

Fire Marshal's Report – October, November 2013

The 7 calls on the Fire Marshal's Report for October were reviewed. November's report has not yet been received.

Motion by Russell Dirienzo to add Cyber Risk Workshop and Northwest CT Council of Governments to the agenda. The motion was seconded by James Conway and carried unanimously.

Cyber Risk Workshop

Representatives from CIRMA and Union Savings Bank will speak about Cyber Risk in a workshop held for Town Hall employees on 12/3. Bridgewater and Washington employees have been invited to attend as well. Workshops involving avoiding risk on all levels help keep the town's insurance rates down and raises awareness for employees.

Northwest Council of Government

The nine towns in the NWCCOG will be combining with the eleven towns of the Litchfield Hills County of Elected Officials due to increasing requirements to consolidate. The new 20-town COG will be called the Northwest Hills Council of Governments with an Office located in Goshen.

James Conway discussed whether his participation in the Smart Growth Committee would be a conflict. Barbara Henry noted that she did not see a conflict. The Committee has come so far with their work and both James Conway and Gary Coburn have a lot of history that would be difficult to replace.

ADJOURNMENT

Motion by James Conway to adjourn at 8:35 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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