

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, OCTOBER 4, 2016  
TOWN OFFICE BUILDING - 5:30 P.M.

**Call to Order:** First Selectman Leo Paul, Jr. called the meeting to order at 5:30 p.m. with Selectmen Paul Parsons, Jonathan Tarrant and Jeffrey Zullo present. Selectman Diane Knox was absent.

**Approval of Minutes:** **Motion:** J. Tarrant moved to approve the regular September 6, 2016 meeting minutes and J. Zullo seconded. All voted aye except P. Parsons, who abstained because of absence, and the motion carried.

**Public Requests/Comments:** None

**Selectmen's Requests:** **Motion:** J. Tarrant moved to add under Transfers: a) Transfer #3, as requested by the Asst. Finance Director. J. Zullo seconded, all voted aye and the motion carried. Mr. Paul said the P&Z will be coming to the Town for \$20,000 to support a court injunction for a matter on McBride Road, and he will discuss it further when P&Z notifies him. J. Zullo said he had attended the POCAD workshop and suggested the consultant convene a workshop with the Board of Selectmen. Mr. Paul thought they were planning to conduct meetings with the Board, but Mr. Zullo said there was no indication on their schedule. He then said he is getting recurring comments about the lack of parking for access to the White Memorial's boardwalk and Greenway trail at the end of South Lake Street. Mr. Paul repeated the Town's warnings to the Greenway group that there would be no parking, as the Town needs to honor the residents' wishes. Until they are willing to allow parking in front of their homes, the rules will not change. Mr. Paul added, however, that they are still looking for other alternatives. Mr. Paul then pointed out a copy of the Agreement between the Board of Education and the Litchfield Education Association and told the Board that a copy would be made for them if they wished.

**Resignations**

a) Teresa M. Berry from Board of Fire & EMS Commission, effective 9/12/16: Received and noted.

**Interviews, Appointments & Reappointments**

a) Interview Jack Hodges for Board of Fire & EMS Commission, Northfield, term 4/2017: Paul Parsons introduced Jack Hodges, and L. Paul said the Fire & EMS Commission had recommended him for the Northfield Fire Co. vacancy, so there was no need to interview him. **Motion:** J. Tarrant moved to appoint Jack Hodges as above for term ending 4/2017. J. Zullo seconded, all voted aye and the motion carried.

b) Interview Carol Bramley for Milton Historic District Commission, alternate, term 1/2019: **Motion:** J. Zullo moved to appoint Carol Bramley as above with alternate status until January, 2019. J. Tarrant seconded, all voted aye and the motion carried.

c) Reappoint Sandra Becker to Litchfield Housing Authority, term expiration 8/2021: **Motion:** J. Tarrant moved to reappoint Sandra Becker as above, with term expiration of 8/2021. P. Parsons seconded, all voted aye and the motion carried.

**Liaison Reports/Commission-Committee Minutes:** 8/1/16 P&Z minutes; 9/8/16 WPCA minutes; 9/12/16 Board of Finance minutes; 8/11/16 & 8/31/16 Board of Fire Commission & EMS minutes; 9/14/16 Inland Wetlands Commission minutes; 9/7/16 BOE minutes; 9/15/16 Sandy Beach Commission minutes; 8/23/16 Conservation Commission minutes; 8/2/16 ZBA minutes; 7/7/16 Design Review Advisory Committee minutes; 6/29/16, 8/31/16 & 9/15/16 Economic Development Commission minutes; Milton HDC minutes

**Green Team Update:** J. Zullo said the group met today and is working on finalizing the Municipal Action Plan. They still need someone to do the data entry updates in the portfolio manager software for the Town side. They will be able to show a quarterly performance and year to date in measuring the goal of 20% reduction. They are evaluating a source and grants for a vehicle charger in Town.

**Town Facilities Committee Update:** The Committee agreed to ask the consultant (DRA) for an explanation to reconcile differences in enrollment and classroom numbers between the Town's Official Statement used for bonding and the DRA report. The Committee also voted to move forward to recommend to the Board of Selectmen to build a new town hall, assuming the final recommendation would not change. The project cost of \$5,906,690, is not yet based on hard numbers. The report will be finalized soon. They also discussed the old Bantam School and its future use.

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

Bantam Lake Authority: 1 member 12/2016  
Beautification Commission: 2 alternates 2/2019  
Board of Ethics: 2 alternate members 6/2017, 6/2019  
Cable TV Advisory Council: 1 member 6/2017  
Capital Improvements Committee: 2 citizens at large  
Conservation Commission: 1 regular members 12/2016; 2 alternate members 12/2018  
Economic Development Commission: 2 alt. members 6/2018, 6/2017  
Inland Wetlands: 1 alternate member 6/2017  
Litchfield Prevention Council: 1 regular member 6/2018  
Milton Historic District Commission: 2 alternate members 1/2018, 1/2018  
Northwest CT Convention & Visitors Bureau: 1 member 9/2018  
Park & Recreation: 1 regular member; 2 alternate members: 6/2017, 6/2018  
Pension Commission: 1 alternate member 3/2019  
Recycling Committee: 5 members: two 2/2016, one 2/2017, two 2/2018  
Social Services Board: 1 member 2/2017  
Veteran's Advisory Committee: 2 regular members 8/2016, 8/2018; 2 alternate members 8/2018  
Water Pollution Control Authority: 1 alternate member 1/2016  
Zoning Board of Appeals: 1 regular member 3/2021; 2 alternate members 3/2020

**Tax Refunds: Motion:** P. Parsons moved to approve the 15 tax refunds, for a total of \$2,847.17, as presented by the Tax Collector. J. Torrant seconded, all voted aye and the motion carried.

### **Transfers**

a) **Transfer #3 - \$17,100 for Legal Bills:** Mr. Paul explained this transfer is necessary for payment of legal bills incurred by the Inland Wetlands Commission. Funds will go into Accounts 01-1402-52105 Professional Service – Legal (\$16,100) and Professional Service 01-1402-52111 (\$1,000) and will come from Contingency 01-1903-51703. **Motion:** J. Zullo moved to approve Transfer #3 in the amount of \$17,100, deducting it from Contingency and applying it to Professional Service – Legal and Professional Service accounts. J. Torrant seconded, all voted aye and the motion carried.

**Old Business:** None

### **New Business**

a) **Award Bid for 20 ft. Roll-Off Truck Body:** Raz Alexe explained they have already bought the cab and chassis, and now they need the roll-off. They got a very good price from Marola at \$26,250.00. He still needs more items from the \$196,000 budget in Vehicle and Equipment Replacement, FY2015, 67-9200-61320. **Motion:** J. Zullo moved to approve the 20 ft. roll-off body bid by Marola Motor Sales in the amount of \$26,250.00. J. Torrant seconded, all voted aye and the motion carried.

b) **Award Bid for Breathing Air Station for East Litchfield Firehouse:** Arthur Schmidt of the East Litchfield Fire Co. explained the one bid of \$40,000 from Fire Tech & Safety of NE. **Motion:** P. Parsons moved to award the bid for the compressor of \$40,430.00 to Fire Tech & Safety of NE, recognizing that there is also \$8,900 for electrical for the total project of \$49,330. This compares to the budgeted cost of \$50,506.28. J. Torrant seconded. John Campbell said the original budget was \$54,000. Upon voting all voted aye and the motion carried.

c) **Award Bid for 2017 Police Interceptor Police Vehicle:** **Motion:** J. Tarrant moved to award the bid for a 2017 Police Interceptor utility police vehicle to the State Contractor in the amount of \$36,999.86. J. Zullo seconded. Cpl. Peter Russo explained the vehicle as a built-up Explorer. The old Explorer will go to auction. Upon voting all voted aye and the motion carried.

d) **Sign Town Meeting Call – 10/13/16:** **Motion:** J. Zullo moved to waive the reading of the entire call and J. Tarrant seconded. All voted aye and the motion carried. Mr. Paul then summarized each of the five items. **Motion:** J. Zullo moved to approve the special Town Meeting call for October 13, 2016 at the Litchfield Intermediate School, and J. Tarrant seconded. All voted aye and the motion carried. Mr. Paul had all available Selectmen sign the call.

e) **Discuss West Street Revitalization Committee:** Mr. Paul explained the businesses' concerns about making improvements to the sidewalks and other ideas to increase business and make the center more inviting. Mr. Paul and Borough Warden Lee Losee would like to set a committee to study possible ideas to implement that would be beneficial to the entire community. They would like to get two people from the Board of Selectmen and two from the Borough Board (Jonathan Wilson and Gerry Perusse), a couple residents, and a representative from the Economic Development Commission. Lee Losee would like to make Litchfield more appealing to visitors with more attractions. Mr. Paul asked the Selectmen for their feelings and ideas and all were in support. This will be discussed further at the next meeting.

Correspondence: None

Adjournment: **Motion:** J. Zullo moved to adjourn at 6:22 p.m. and J. Tarrant seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman