

**SPECIAL MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
MONDAY, JUNE 20, 2011
TOWN OFFICE BUILDING ~ 5:30 P.M.**

Call to Order: First Selectman Leo Paul, Jr. opened the special meeting at 5:30 p.m. with Selectmen R. Christopher Blake, Diane Knox and Paul Parsons also present. William Dranginis is absent.

Approval of Minutes: **Motion:** C. Blake moved to approve the regular meeting minutes of June 7, 2011 and D. Knox seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: **Motion:** C. Blake moved to remove New Business a) Tri-Town Contract from the agenda and to move Old Business a) Preservation Trust Update on Jail Status up on the agenda to follow Selectmen's Requests. P. Parsons seconded, all voted aye and the motion carried.

Mr. Paul spoke about Tri-Town, saying they need time to review the amendment to the contract before it goes to the Board of Selectmen. He also said that Park and Recreation was told it must submit a long-term improvement plan for the Community Field before any improvements can be made, but the opportunity for the STEAP funding that was not used by the Bantam River Park project was transferred to move the track and make improvements to the ball field. Tri-Town is one of many groups that use the Community Fields. Alan Landau of Tri-Town has sent the Selectmen an email detailing his disappointment with the work done.

Old Business

a) Preservation Trust Update on Jail Status – Perley Grimes: Mr. Grimes recounted three possible actions. The first is seeking grants, the second is the presence of operating efficiencies for an office environment, and third is if there were any interested parties for a private economic venture. The Union Saving Bank will be meeting to see if they are interested at all. He will send a report from Union's discussion to the First Selectman. Mr. Grimes is still working on the office efficiency item and the grant issue is very tight on both State and Federal levels. He felt they would wait to see if there is any private sector interest. He expressed interest in possible help from the Preservation Trust should the Town show interest in the location either solely or in partnership with others, such as Union Savings Bank. Town Counsel Mike Rybak was present and stated he read the feasibility report. He said it would make the Town's job a lot easier if a private investor took the lead and the Town leased, perhaps for the Annex offices until it can solve its needs.

Resignations: None

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 4/5/11 Zoning Board of Appeals minutes; 5/16/11 Planning & Zoning Commission minutes; 6/8/11 Inland Wetlands Commission minutes

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

Beautification Commission: 2 regular members 2/2012, 2/2014; 1 alternate 2/2013
Board of Ethics: One regular 6/2012; 1 regular 6/2013; 2 regulars 6/2014; 2 alternates 6/2013, 6/2014
Cable Television Advisory Council: One member 6/2011
Inland Wetlands Commission: 1 regular member 6/2011; 1 alternate member 6/2012
Milton Historic District Commission: 2 alternate members 1/2012
Park & Recreation: 2 alternate members: 6/2013, 6/2014

Pension Commission: 1 alternate member 3/2013
Recycling Committee: 3 members, 2/2012, 2/2013, 2/2014
Veteran's Advisory Committee: 1 regular member 8/2012; 2 alternate members 8/2012
Water Pollution Control Authority: 1 regular member 1/2013
Zoning Board of Appeals: 2 alternate members 3/2015

Tax Refunds: 5 Refunds, Total of \$998.11 and Tax Collector Update: Motion: C. Blake moved the 5 refunds of \$998.11 in accordance with the Tax Collector's memo of 6/17/11. D. Knox seconded, all voted aye and the motion carried.

Nancy Southard, Tax Collector, spoke about an ordinance adopted a while back stating there will be no refunds under \$5.00. She would like the Board's permission to zero out the accounts and transfer a total of \$272.26 to Miscellaneous Revenue, account 01-1-001-45001. It includes 140 credit balances through June 30th of 2010, and if transferred, will clean up her files. **Motion:** C. Blake moved to authorize the Tax Collector to adjust all credit balances of less than \$5.00 to zero, and transfer \$272.26 to Miscellaneous Revenue, account 01-1-001-45001. P. Parsons seconded the motion. D. Knox then asked for clarification of the ordinance change and C. Blake asked about refunding a small amount if there was a larger one coming six months later to combine it with. N. Southard said she has done it but usually it does not happen that way. **Vote:** Upon voting all voted aye and the motion carried. A statement of all 140 accounts being transferred and approval sheet is attached. Ms Southard then presented a request for the same for a list of 14 accounts totaling \$667.95 for bills on or prior to the 2006 grand list. These accounts did not apply, per Statute, for a refund within 3 years of the due date. **Motion:** C. Blake moved that in accordance with the CT State Statute Sec. 12-129, they approve adjusting the credit balances to zero and \$667.95 be transferred to Miscellaneous Revenue 01-1-001-45001 in accordance with the Tax Collector's memo of June 20, 2011. D. Knox seconded the motion. All voted aye and the motion passed. These, too, along with approval sheet will be included with the minutes.

Transfers: None

New Business

a) **Tri-Town Contract** – removed from agenda

b) **Bid Award for Stormwater and Groundwater Testing: Motion:** C. Blake moved to award the stormwater and groundwater testing two-year contract to low bidder Hydrotechnologies in accordance with Jack Healy's memo of June 3, 2011. P. Parsons seconded the motion. All voted aye and the motion carried.

Correspondence: None

Motion: C. Blake moved to adjourn at 5:55 p.m. and P. Parsons seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman