

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, NOVEMBER 19, 2013
LITCHFIELD FIREHOUSE - 5:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the meeting to order at 5:40 p.m. Also present were Selectmen Paul Parsons, Jeffrey Zullo, Diane Knox and Jonathan Tarrant. Members of the press and the public were also present.

Approval of Minutes: **Motion:** J. Tarrant moved to adopt the regular meeting minutes of November 5, 2013 as presented. D. Knox seconded, all voted aye and the motion passed.

Public Requests/Comments: Diane Wilson, 138 West Street, read her letter (on file) about the slow pace of improvements to school security and safety and pointed out security measures that have been taken in other school districts.

Selectmen's Requests: **Motion:** J. Zullo moved to add under Interviews, Appointments & Reappointments f), "Interview Anthony M. Crowe for Capital Improvements Committee, Citizen at Large, term 11/2015." D. Knox seconded, all voted aye and the motion carried.

Motion: J. Zullo moved to add under New Business g), "Adopt Proclamation for Northfield Firehouse," and J. Tarrant seconded. All voted aye and the motion carried.

Resignations

a) Samuel Kinkade from Board of Fire and EMS Commission, effective 11/4/13: Received and noted by the Board. Mr. Paul said he is waiting to hear of Litchfield Fire Company's recommendation for its representative on the Commission.

Interviews, Appointments & Reappointments

- a) Reappoint Frank Simone to Capital Improvements Committee, BOE Rep., term 11/2015
- b) Reappoint Richard Bongiolatti to Bantam Lake Authority, term 12/2016
- c) Reappoint Jessica Lunan to Conservation Commission, term 12/2016
- d) Reappoint Denise Parker to Sandy Beach Commission, term 12/2016

Motion: P. Parsons moved to reappoint a) through d) above. J. Tarrant seconded, all voted aye and the motion carried.

e) Interview the following candidates for the Litchfield Prevention Council:

- 1) Denise Bozzuto
- 2) Kevin Tieman
- 3) Ronald J. Glander
- 4) Kelly Garden
- 5) Joann M. Brogis
- 6) Kathleen Tilbe
- 7) Elisa C. Bauer
- 8) George Tilbe
- 9) Meredith Shafer
- 10) Marion Pettinicchi
- 11) W. James Cosgrove, Jr.

L. Paul explained that this dormant council is being reformed as a result of a group of concerned citizens' desire to address the drug problem in town. He said there are seven regular member positions and four alternate positions, and he would like to add Stephanie Kubisek, Assistant Principal at LHS, as Liaison to the Litchfield Prevention Council. Mr. Paul then introduced the 11 people who came forward and explained that after the appointments are made there will be a meeting held with him as Ex Officio Chairman in order to appoint a Chairman and Vice-Chair, review the bylaws, determine initiatives, etc. He would like this Council to cover a broader area in addition to drugs. J. Zullo asked if they could incorporate a safety component to their title. Mr. Paul said that safety is not part of the title, as the Council is formed by ordinance. Also, the security and safety of the school is the responsibility of the Board of Education and the administration. The Town's responsibility is to provide police support. He did not want to over-reach into the Board of Education's area. Mr. Paul then called for all the above candidates to stand and speak. Ms. Tilbe and Mr. Cosgrove were absent, but Mr. Cosgrove arrived at the start of the New Business items below and Mr. Paul filled him in.

Stephanie Kubisek and a Police Representative will be added to the Council as advisors. Mr. Paul read the above slate with members 1) through 7) to be appointed as regular voting members, and 8) through 11) to be appointed as alternate members.

Motion: J. Zullo moved to appoint the following members to the Litchfield Prevention Council with terms as specified below, and D. Knox seconded. Also appointed as advisors will be Stephanie Kubisek and a Police Representative. The Selectmen individually expressed their thanks and appreciation for those who came forward, and said only good things could come from their work. Mr. Paul asked the Council to regularly report to the Board of Selectmen on its progress. There is a budget they can work with.

Vote: Upon voting all voted aye and the motion carried. The first meeting will be determined based on the members' availability.

<u>Litchfield Prevention Council Member</u>	<u>Member Status</u>	<u>Term</u>
1) Denise Bozzuto	Regular	6/2014
2) Kevin Tieman	Regular	6/2014
3) Ronald J. Glander	Regular	6/2014
4) Kelly Garden	Regular	6/2015
5) Joann M. Brogis	Regular	6/2015
6) Kathleen Tilbe	Regular	6/2015
7) Elisa C. Bauer	Regular	6/2016
8) George Tilbe	Alternate	6/2016
9) Meredith Shafer	Alternate	6/2016
10) Marion Pettinicchi	Alternate	6/2014
11) W. James Cosgrove, Jr.	Alternate	6/2014
Stephanie Kubisek, Advisor		
Police Representative, Advisor		

f) **Interview Anthony M. Crowe for Capital Improvements Committee, term 11/2015:** L. Paul explained that he would be filling the vacancy left by William Buckley as Citizen at Large. Mr. Crowe said he is very familiar with the Capital Committee's process and has participated in it for several years representing the Board of Education.

Motion: J. Zullo moved to appoint Anthony M. Crowe to the Capital Improvements Committee as Citizen at Large with term expiration of 11/2015. D. Knox seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 11/12/13 Capital Improvements Committee minutes; 11/6/13 Board of Education minutes (draft)

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

Beautification Commission: 3 regular members 2/2015, 2/2014, 2/16; 2 alternates 2/2016
Conservation Commission: 1 member 12/2013; 2 alternate members 12/2015
Economic Development Commission: One regular member 6/2016; 1 alternate 6/2016
Inland Wetlands Commission: 1 alternate member 6/2014
Milton Historic District Commission: 3 alternate members 1/2015, 1/2015, 1/2014
Northwest Regional Mental Health Board, Catchment Area Council #22, at-large member 5/2015
Park & Recreation: 2 alternate members: 6/2017, 6/2014
Recycling Committee: 4 members, 2/2015, two 2/2016, 2/2014
Sandy Beach Commission: 1 regular member 12/2015
Social Services Board: 1 member, 2/2015
Town Hall Building Committee: 1 member, 3/2015
Veteran's Advisory Committee: 2 regular members 8/2016, 8/2015; 2 alternate members 8/2015
Water Pollution Control Authority: 1 regular member 1/2018; 1 alternate member 1/2015

Tax Refunds

a) **8 Refunds, Total of \$583.67:** Motion: J. Torrant moved to approve the tax refunds as presented, and D. Knox seconded. All voted aye and the motion carried.

b) **Adjustment to Refunds Approved 11/5/13:** Tax Collector Nancy Southard explained that there was interest that was not included in that approval of \$2,200.06. She would like to increase the total refunded amount to \$2,215.50, an increase of \$15.44. **Motion:** J. Torrant moved to increase the refund amount approved on 11/5/14 by \$15.44. P. Parsons seconded, all voted aye and the motion carried. [Mr. Cosgrove arrived at this point.]

New Business

a) **Gagarin Place Presentation:** L. Paul reminded everyone that this is about the transfer of the property on Torrington Road to the Litchfield Housing Trust and a group called *Citizens Concerned about Route 202* that has concerns with it. He has asked Attorney Robert D'Andrea to review the letter and give his opinion. Mr. D'Andrea read his opinion dated 11/19/13 with his findings that because of the state validating act, Special Act No. 13-23, Section 10, the transfer of title to the Litchfield Housing Trust is valid; and that, at present, there are insufficient facts to determine whether the reversionary clauses in the Deed have been triggered. Mr. D'Andrea suggested having a hearing at the Selectmen's meeting, where the Housing Trust can present testimony and documents, what it has done in the approval process since 12/09, and its activity as it relates to the reversionary clauses. Then the board will complete its fact finding and consult with legal counsel on whether or not to handle legal action necessary regarding the validity of the reversion clauses. Mr. Paul asked Mr. Petricone to outline a timeline, monies expended, and actions taken with that piece of property and have it ready for the next Selectmen's meeting.

b) **Set Town Meeting Date and Ratify Action of the First Selectman in Connection Therewith:** Mr. Paul explained that the reason for the ratifying of items is because the newspaper neglected to print the notice on time. Therefore the First Selectmen repeated the process with notice in the newspaper.

Motion: J. Torrant moved to ratify the decision made by the First Selectman, and D. Knox seconded. All voted aye and the motion carried.

Motion: J. Torrant moved to dispense with the reading of the Town Meeting Call, and D. Knox seconded. All voted aye and the motion carried. All Selectmen signed the call.

c) **2014 STEAP Grant Round:** Mr. Paul said there will be another round. There was a meeting today with CCM, and he said we have a couple months to prepare the requests. He asked the Board to think of any necessary improvements for which we have not been able to get funding. J. Zullo suggested school safety, and Mr. Paul said they alluded at the meeting that this may be funded specifically by another round by the Governor.

d) **Award Snow Removal Bid for Annex and Center School:** Jack Healy said they solicit bids for snow removal for the Annex and Center School. He recommends the Annex bid be given to Haeley LLC, and the Center School be given to Village Grounds Maintenance. Although Haeley was the lower bid on the Center School, they took another contract and withdrew their bid for Center School. He noted that the bidding was competitive, as Towe & Aurell was within \$100 of Village Grounds.

Motion: J. Tarrant moved to award the snow removal contract for the Bantam Annex to low bidder Haeley LLC, and to Village Grounds Maintenance for Center School. P. Parsons seconded. Upon voting, all voted aye and the motion carried.

e) **Award Dump Truck Bid:** J. Healy explained the many uses of the landscape truck and recommended awarding the bid to sole bidder, Marola Motor Sales for \$111,660.00, with funds coming from Capital (\$106,034) and from Operating- Equipment and another (\$5,626).

Motion: J. Tarrant moved to award the dump truck bid to sole bidder Marola Motor Sales for \$111,660. D. Knox seconded. J. Zullo questioned having only one bid, but Mr. Healy said the marketplace has been tight on large machinery in the past. All voted aye and the motion carried.

f) **Use of Roads for Milton Resolution Road Race – 1/1/14:** **Motion:** J. Zullo moved to approve the use of Town roads for the Milton Resolution Road Race on January 1, 2014. J. Tarrant seconded, all voted aye and the motion carried.

Correspondence: None

g) **Adopt Proclamation for Northfield Firehouse:** Mr. Paul read the proclamation on the occasion of Northfield Volunteer Fire Company's 75th anniversary. **Motion:** J. Zullo moved to adopt the proclamation as read and D. Knox seconded. All voted aye and the motion carried.

Motion: P. Parsons moved to adjourn at 6:57 p.m. and J. Tarrant seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman