

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, JULY 2, 2013  
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the meeting to order with all Selectmen present: Jonathan Tarrant, Jeffrey Zullo, Paul Parsons and Diane Knox.

Approval of Minutes: **Motion:** J. Tarrant moved to approve the regular meeting minutes of June 18, 2013 and D. Knox seconded. All voted aye, except J. Zullo and P. Parsons who abstained because of absence, and the motion carried.

Public Requests/Comments: Resident Brett Zuraitis spoke about an easement issue with the WPCA. He said his attorney has repeatedly contacted the WPCA and its attorney with no response. Mr. Paul said he would look into the matter.

Selectmen's Requests: **Motion:** J. Zullo moved to add to Interviews b) "Jessica Lunan, Conservation Commission, term 12/2013," and J. Tarrant seconded. All voted aye and the motion carried.

**Motion:** J. Zullo moved to add to New Business d) "Adopt Proclamation for James Goslee for 50 Years Service to Bantam Fire Company," and J. Tarrant seconded. All voted aye and the motion carried.

**Motion:** J. Tarrant moved to add to Old Business "Review of the Mowing Contract Bid Award Held at the 4/16/13 Meeting." J. Zullo seconded, all voted aye and the motion carried.

**Motion:** J. Zullo said a resident has asked him to ask the Board to reconsider that Fourth of July fireworks be put back into the budget. Mr. Paul said they could talk about it during the next budget cycle.

Resignations

**Declined Reappointment:** Paula Grabowski, Sandy Beach Commission – received and noted.

Interviews, Appointments & Reappointments

a) **Interview Jordan M. Richards, Conservation Commission, term 12/2014:** Mr. Richards said he graduated from Litchfield High School in 2005 and is now an attorney in Thomaston. He loves the natural beauty and resources in this area and would like to play a role in conserving them. **Motion:** J. Zullo moved to appoint Jordan M. Richards to the Conservation Commission for a term ending 12/2014. D. Knox seconded, all voted aye and the motion carried.

b) **Interview Jessica Lunan, Conservation Commission, term 12/2013:** Ms Lunan said she has lived in Litchfield for about 10 years and has always been a naturalist and conservationist and wanted to be more involved in the community. **Motion:** J. Tarrant moved to appoint Jessica Lunan to the Conservation Commission for a term ending 12/2013. J. Zullo seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 4/23/13 and 6/25/13 Conservation Commission minutes (draft); 5/29/13 Economic Development Commission minutes (draft); 6/12/13 Inland Wetlands Commission minutes; 6/13/13 WPCA minutes

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

Beautification Commission: 4 regular members 2/2015, 2/2014, 2/16, 2/16; 2 alternates 2/2016

Board of Ethics: One alternate member 6/2016  
Capital Improvements Committee: 1 member 11/2013  
Conservation Commission: 1 member 12/2013; 2 alternate members 12/2015  
Economic Development Commission: One regular member 6/2013; 1 alternate 6/2013  
Inland Wetlands Commission: 2 alternate members 6/2013  
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  
Park & Recreation: 2 alternate members: 6/2013, 6/2014  
Recycling Committee: 4 members, 2/2015, two 2/2013, 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 member 8/2013, 8/2015; 2 alternate members 8/2015  
Water Pollution Control Authority: 1 regular member 1/2018; 1 alternate member 1/2015

**Tax Refunds: Motion:** D. Knox moved to approve the 2 tax refunds totaling \$37.62. J. Torrant seconded, all voted aye and the motion carried.

**Transfers:** None

#### **Old Business**

a) **Review of the Mowing Contract Bid Award Held at the 4/16/13 Meeting:** Mr. Torrant reminded the board that the bid was split between both bidders, and Jespersen was given the work at the Bantam Annex and Northfield Community Field on a trial basis to see the quality of the work. Mr. Torrant said that in the last week he has received a couple complaints about the quality of the work. He has gone to inspect and found the complaints were legitimate. Although J. Healy has reviewed the work with Mr. Jespersen and pointed out areas to be improved upon, the quality of the work is still not there. Mr. Paul asked Mr. Healy to talk to him again, asking for sustained improvement and tell him the Board of Selectmen has asked for another review at the end of July to determine the result of his trial basis.

#### **New Business**

a) **Consider Adopting Resolution Re Medical Flexible Spending Account Changes:** L. Paul explained that this is a new change from the State increasing the allowable maximum amount. It will have no effect on the Town's plan, but the resolution must be adopted anyway. **Motion:** J. Torrant moved to dispense with the reading of the resolution, and D. Knox seconded. All voted aye and the motion carried. **Motion:** J. Torrant moved to approve the changes to the Medical Flexible Spending Account and adopt the resolution. D. Knox seconded, all voted aye and the motion carried unanimously. The Board members signed the resolution, which appears here as presented:

### **TOWN OF LITCHFIELD**

#### **ACTIONS TAKEN AND RESOLUTIONS ADOPTED BY CONSENT OF THE BOARD OF SELECTMEN OF THE Town of Litchfield**

The undersigned, being members of the Board of Selectmen of the Town of Litchfield (the "Employer"), hereby adopt the following Resolution and direct that this Consent Resolution be entered in the minute books of the Employer.

WHEREAS, the Employer previously adopted an Internal Revenue Code (“Code”) Section 125 cafeteria plan and a Code Section 105 Health Care Flexible Spending Account (“Medical FSA”).

WHEREAS, effective July 3, 2013, the Employer desires to amend the Plan as set forth in the attached Summary of Material of Modifications; and

WHEREAS, the Employer wishes to add a clarifying provision regarding the maximum amount of reimbursement available under the Medical FSA to reflect actual administration; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Selectmen has hereby reviewed the attached Summary of Material Modifications and does hereby approve the changes set forth therein;

BE IT FURTHER RESOLVED, that the First Selectman of the Town of Litchfield is authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

**b) Award Bid for Metal Guard Rail Installation:** Mr. Paul advised there were two bids and Mr. Healy has suggested the bid go to low bidder Atlas Fence & Guardrail in the amount of \$49,771.15. They have used this company before. **Motion:** J. Zullo moved to award the metal guard rail bid to Atlas Fence & Guardrail for \$49,771.15, and J. Torrant seconded. All voted aye and the motion carried.

**c) Award Bid for Demolition & Non-Processable Materials:** There were two bids. **Motion:** D. Knox moved to award this bid to low bidder USA Hauling & Recycling. J. Zullo seconded the motion. He then asked if the fees are covered by permit fees, or is the Town subsidizing it. Mr. Healy said the Town does end up subsidizing it to some extent, although they do take in good revenue. Mr. Zullo thought that should be a self-sustaining operation, without the taxpayers subsidizing private enterprise waste removal. Mr. Healy listed improvements at the Recycling Center to tighten up the operation and they are collecting more revenue. Mr. Paul said they now have a short-term contract with CRRA and are looking into turning our Recycling Center into a transfer station so they can manage all the MSW and recyclables. Then they will decide whether or not they will consider municipal pick-up after studying what is best for the taxpayers. J. Zullo commended Mr. Paul for improvements and for moving in a positive direction. J. Zullo then asked about permit fees compared to other peer communities, and J. Healy said he would look into that. Upon voting, all voted aye and the motion carried.

**d) Adopt Proclamation for James Goslee for 50 Years Service to Bantam Fire Company:** Paul Parsons read the proclamation and commended Jim for being one of those silent volunteers who does everything. **Motion:** P. Parsons moved to adopt the proclamation recognizing James Goslee for 50 years of service to the Bantam Fire Company, and J. Zullo seconded. L. Paul also commended Jim for always being there. Upon voting all voted aye and the motion carried unanimously.

Correspondence: None

**Motion:** P. Parsons moved to adjourn at 6:13 p.m. and J. Zullo seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman