

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, APRIL 16, 2013
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 Jeffrey Zullo, Paul Parsons and Jonathan Tarrant present. Diane Knox was away.

Approval of Minutes: Motion: J. Zullo moved to approve the regular meeting minutes of April 2, 2013, and J. Tarrant seconded. All voted aye and the motion carried.

Public Requests/Comments: Ron Glander, Baldwin Hill, responded to Mr. Parson's invitation to approach Mr. Paul or Jack Healy with concerns for faster action. He said he had a reason for not going that route. Five years ago he went to Mr. Paul over a concern with a town contract at the time. It caused a problem as he worked for the contractor and was a resident. Regarding the tennis courts, he refuted the claim by Mr. Healy that they would be repaired at no cost to the town. He said there are indeed incidental costs for renting Pinewoods Racquet Club, and he felt the town should be reimbursed. He then said the wetlands permit was not the proper permit for installing drainage at the tennis courts, and Wetlands had not been approached about making a revision or a permit after the fact. He then complained about Facilities Manager Joe Tofuri's comments at the tennis courts after they exchanged unpleasanties. He then suggested a conflict of interest with a person working for a contractor of the town and sitting on a town board and asked for action. He then requested the Selectmen send a letter to the Board of Education with its position on elimination of the foreign language program from the budget, while money remains for technology with no plan.

Stacy Morgan, Dutton Heights, was upset with the Board of Education cutting programs in its budget; specifically, the world language program and library books. She read her recent letter to the newspaper and asked the Selectmen and Board of Finance to put \$47,500 back into the Board of Ed's budget. She also thought the Board of Ethics should address the conflict of interest with a contractor sitting on a board, and another board member approving a stipend for his wife, who also works for the town.

Selectmen's Requests: Motion: J. Tarrant moved to raise the following items on the agenda to fall directly after Selectmen's Requests: Public Works Project Update, Award Mowing Bid, and Award Bid for Pavement Markings. J. Zullo seconded, all voted aye and the motion carried.

Mr. Paul announced that we have been contacted by Region 6 to discuss the potential regional merger and issues that would be involved. This meeting will be May 16th. The committee attending is made up of Bob Petricone, Deb Wheeler, Frank Simone, a representative of the Board of Finance and Mr. Paul. Mr. Zullo said he was very strongly in favor of this discussion, and would like to see how apportionment would work. P. Parsons suggested going in with an open mind and listen.

Mr. Paul thanked the public for its comments on the school, but the town cannot dictate where the Board of Education makes its cuts. P. Parsons echoed the same sentiment as encouraged people to go to the Board of Education.

J. Zullo thanked the public for its comments and noted the town has a Board of Ethics where people can bring their concerns. He concurred with the concerns about the world language program, and said he was also concerned about the lack of a cohesive plan in the school technology area. He urged people to bring concerns to the Budget Hearing on April 24th and to attend the Budget Meeting May 8th.

Old Business

b) **Public Works Projects Update – J. Healy:** The posts were all backfilled, and the landscaping around Center School is being finished this week. They are changing their fall schedule so that paving will be done by end of September and jobs can get completed before winter. The tennis court contractor said he will be done by next Monday. They are holding the bond through another winter to be sure the surface holds up. The contractor will bear responsibility for the fees incurred with the racquet club and the money will be taken out of retainage. The contractor will address the net pole and level issues. He said there was a wetlands permit that was taken out for the work done, and Inland Wetlands has not asked him to come in with a supplemental permit. The contract did not include drainage, but it was added during construction, as it was determined the old drainage had failed. They installed new pipes, discharging to the same location as the old.

New Business

a) **Award Mowing Bid:** L. Paul said Mr. Healy recommends the two-year bid be awarded to Maple Ridge Lawn Service & Village Grounds Maintenance. He said the bid is by the same company that has been doing the work for a long time. The lower bid is a new person who has been in business for two years. J. Healy's recommendation is to stay with Maple Ridge. L. Paul said there are opportunities to modify or split the bid to provide the new person a portion of it to see how they work out. For example, the responsibility for the Annex could be split from the contract and awarded to Mr. Jespersen. Then they could rebid this out again in two years.

J. Zullo asked the difference in total value between the two bids. Mr. Healy said it was about \$5,500, based on 26 mows. He also asked Mr. Healy if he could split off some of the work for Jespersen, and Mr. Healy said they could. The Bantam Annex portion would amount to about \$3,600, based on 26 cuts.

Motion: J. Zullo moved to award the contract to Maple Ridge Lawn Service & Village Grounds Maintenance for the bid requirements excluding the Bantam Annex facility, and award the Annex to Jespersen as a trial to see the quality of work.

Second: J. Torrant

Discussion: J. Healy said Mr. Jespersen currently has the Litchfield Firehouse, Winsted Catholic Church and cemetery, and several other contracts. He is also a member of the Litchfield Fire Department. Mr. Zullo said it was good to have competition and local contractors. J. Torrant asked where Jespersen is located and Mr. Healy said Torrington. Mr. Torrant suggested giving Mr. Jespersen the Northfield Community Field as well, \$2,600.

Amendment: J. Torrant moved to amend the motion to include the Northfield Community Field in Jespersen's contract in addition to the Bantam Annex.

Second on the Amendment: J. Zullo

Vote on Amendment: All voted aye and the motion carried.

Vote on Original Motion as Amended: All voted aye and the motion carried.

e) **Award Bid for Pavement Markings – Parking Lots:** **Motion:** J. Torrant moved to award the bid to low and sole bidder Hi-Way Safety for a total of \$16,625.00, and J. Zullo seconded. J. Healy confirmed that the town has used this company many times before. Upon voting all voted aye and the motion carried.

Litchfield Garden Club Centennial Proclamation – Drew Harlow and Anna Heys were present to explain the Garden Club's Centennial celebration on Arbor Day, April 26, and said they would be planting four London Plain Sycamore trees in the Borough. They passed out their brochures showing a historical timeline of the club. **Motion:** J. Zullo moved to proclaim April 26, 2013 as Litchfield Garden Club Centennial Day, and J. Torrant seconded. L. Paul read the proclamation to be awarded. Drew Harlow read a letter that described how every child in sixth grade attended a nature program sponsored

and paid for by the Garden Club for the past 30-plus years. It encompassed five classes in the classroom with Jeff Greenwood of White Memorial and then a field day at White Memorial. **Vote:** Upon voting all voted aye and the motion carried.

Resignations: Donald W. Gustafson, Animal Control Officer, effective 7/1/13: L. Paul announced Mr. Gustafson's resignation and mentioned that the region is trying to create a regional facility. The Litchfield Hills Council of Elected Officials is currently working with neighboring towns to have a regional ACO facility with funding from the State. Goshen and Litchfield will partner with Torrington beginning 7/1/13, with a Memorandum of Understanding being drafted now. Our Town attorney will review it for our approval. The budget has been increased slightly to accommodate this program.

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 4/8/13 Board of Finance minutes; 2/27/13 Economic Development Commission minutes; 3/14 13 Special Board of Education minutes; 3/20/13 Regular Board of Education 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
Capital Improvements Committee: 1 member 11/2013
Conservation Commission: 1 regular member 12/2014, 2 for 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
Park & Recreation: 2 alternate members: 6/2013, 6/2014
Recycling Committee: 4 members, 2/2015, two 2/2013, 2/2014
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:** P. Parsons moved to accept the three tax refunds for a total of \$332.39. J. Tarrant seconded, all voted aye and the motion carried.

Old Business

a) **Town Hall Building Committee Update – J. Zullo:** Mr. Zullo said there was a meeting two weeks ago and are now scheduled to come before the Selectmen for presentation of the plan on May 7th for its direction.

b) **Public Works Projects Update – J. Healy –** addressed above

c) **Letter to Planning and Zoning Re Proposed P&Z Regulation Amendment:** Mr. Paul presented the draft letter. **Motion:** J. Zullo moved to submit the letter dated April 16th as drafted to the P&Z Commission regarding their regulation amendment. J. Tarrant seconded. Mr. Zullo said it was well done and was exactly what the Selectmen asked for as rationale for its decision. All voted aye and the motion carried.

New Business

a) **Award Mowing Bid –** addressed above

b) Authorize First Selectman to Sign Resident State Trooper Contract 7/1/13 – 6/30/15: Motion: J. Zullo moved to approve the above contract and authorize the First Selectman to sign. J. Tarrant seconded, all voted aye and the motion carried.

c) Adopt Multiple Sclerosis Day Proclamation – 4/21/13: Motion: J. Tarrant moved to waive the reading of the proclamation and P. Parsons seconded. All voted aye and the motion carried. Motion: J. Tarrant moved to adopt the proclamation as presented, and P. Parsons seconded. All voted aye and the motion carried.

d) Sign Annual Budget Meeting Call for 5/8/13: Motion: J. Zullo moved to waive the reading of the notice of the meeting. J. Tarrant seconded, all voted aye and the motion carried. Motion: J. Tarrant moved to sign the Annual Budget Meeting Call for 5/8/13 and P. Parsons seconded. All voted aye and the motion carried.

e) Award Bid for Pavement Markings – Parking Lots – addressed above

f) Discuss and Appoint BOS Representative to Bantam Lake Advisory Committee: L. Paul recalled the Bantam Lake Advisory Committee was established with the sale of the former Beverly's club at the south end of Bantam Lake to the DEEP. The Committee meets quarterly, and with the departure of Chris Blake, the Selectmen need to appoint another Litchfield representative. Motion: J. Zullo moved to appoint Jon Tarrant as the Litchfield representative to the Bantam Lake Advisory Committee. P. Parsons seconded, all voted aye and the motion carried.

Correspondence: None

Motion: J. Tarrant moved to adjourn at 6:32 p.m. and P. Parsons seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman