

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, APRIL 5, 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 Jonathan Tarrant, Diane Knox and Jeffrey Zullo in attendance. Paul Parsons was absent.

Approval of Minutes: **Motion:** J. Tarrant moved to adopt the regular meeting minutes of March 15, 2016. D. Knox seconded, all voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Mr. Paul said he learned in Hartford today that there is a possibility the State may take away the money set aside for renovation of the courthouse in Litchfield in order to have it remain a court presence in Town. He will be responding with a letter to the Governor.

Resignations

a) Dr. Frank Schildgen from Inland Wetlands Commission, effective 3/10/16: received and noted

Interviews, Appointments & Reappointments

a) **Interview Diane Stoner for Conservation Commission, regular member 12/2018:** Ms Stoner said she was a Californian and has been in Litchfield for 30 years. She was in real estate for 10 years and currently serves on the board of the CT Fund for the Environment that involves conservation issues of western CT and Long Island Sound. She was also on the Garden Club of America Conservation Committee and cares a great deal about this work. Upon question by J. Zullo, she described the relationship between CFE and the Conservation Commission. Projects need to be of a certain dimension before CFE becomes interested, and they have almost no presence here now. She said there are a lot of resources in CT and we should do more coordinating. **Motion:** J. Zullo moved to appoint Diane Stoner to the Conservation Commission, regular member, with term expiration of 12/2018. J. Tarrant seconded, all voted aye and the motion carried.

b) **Reappoint Sharon Schildgen to Beautification Commission, term 2/2019:** **Motion:** J. Tarrant moved to reappoint Sharon Schildgen to the Beautification Commission with term ending 2/2019. D. Knox seconded, all voted aye and the motion carried.

c) **Reappoint Francine Spencer to Board of Fire & EMS Commission as LVA Rep, term 4/2017:**

d) **Reappoint Teresa Berry to Board of Fire & EMS Commission as Northfield Fire Rep, term 4/2017**

e) **Reappoint Douglas Hatstat to Board of Fire & EMS Commission as East Litchfield Rep, term 4/2017**

Motion: J. Tarrant moved and D. Knox seconded a motion to approve the above reappointments c) through e) as listed, and D. Knox seconded. All voted aye and the motion carried. Paul Parsons had left a note that he supports all three reappointments.

Liaison Reports/Commission-Committee Minutes: 3/9/16 Inland Wetlands minutes; 3/2/16 & 3/16/16 Board of Education minutes; 3/8/16 BOE Special minutes; 3/14/16 Board of Finance minutes; 3/21/16 BOF special minutes; 2/25/16 & 3/17/16 Sandy Beach Commission minutes; 3/10/16 Milton HDC minutes; 2/24/16 Economic Development Commission minutes (draft); 1/23/16 & 3/22/16 Conservation Commission minutes (drafts); 2/2/16 Zoning Board of Appeals minutes

Green Team Presentation: J. Zullo introduced members John Post (Chairman), Dave Fiorillo (Board of Ed rep), and Len Fasano (Public Works). Mr. Post updated the Team's work in the past year. They joined the Clean Energy Community, an Eversource program, to help the Town analyze its energy use and make efficiency improvements. Eversource resources included a consulting firm to help them run the Clean Energy Program. They are assembling a Municipal Action Plan to meet the goals of the energy reduction pledge signed a year ago (20% reduction by 2018). David Fiorillo accumulates and updates the data on fuel expenditures for the school side and Len Fasano for the Town side. They will evaluate the buildings' energy usage, with Energy Star ratings given and UI ratings. The buildings included are the three schools, Town Hall and Public Works. The data shows oil usage down and electricity usage up. Incentives are made available through Eversource to us from the State. David Fiorillo then talked about the audit. Electrical lighting is the first line of action, as it will bring the most cost savings. Through the State of CT and Eversource there are a number competitive bidders for lighting and retrofitting projects. He did a lot of homework on many vendors who could handle a project of this size. A proposal was submitted to the Town for the three schools. The initial cost was \$612,000 with a utility incentive of \$166,000, EACT05 tax assessment savings (because we are a nonprofit municipality) passed on to us from the firm we selected, for a net cost of \$372,000. It will be paid for by a loan with 0% interest. There will be an annual energy savings of almost \$100,000 (38% of total electric bill) with \$1200/mo. decrease realized at the outset. The return on investment is 3.37 years. There is a net zero impact today for savings to be had in 3-4 years.

Mr. Paul said he fully supports this, but he is hesitant to start this until the Facilities Committee that is studying the buildings is ready with its recommendation. J. Zullo disagreed saying we would miss a window of opportunity with this budget. Mr. Paul asked them to wait for decisions that might have an impact on this work, 60 to 90 days. J. Tarrant asked if the project could be divided into three parts and modified once it began. J. Post said it could be done in phases. J. Zullo said the high school should be the first to be done. Raz Alexe, Public Works Director, asked that the consultant for the Facilities study will look at angles as geometry, complex things in the LEED world that will bring energy reductions to 60% or 70%, so this study will have a very complex outcome relative to the Green Team's program. He suggested finding out immediately from the consultant if doing the LED portion would alter the overall vision of the buildings. Mr. Paul asked for a postponement of at least 30 days. D. Knox said she couldn't foresee any changes at the high school, so if it can get on the Town Meeting agenda, she would like to go forward with the project at the high school. J. Tarrant agreed with Ms Knox. It was agreed by all to delay discussion on this item until the May 3, 2016 meeting.

Town Facilities Committee Update: No report, as they meet tomorrow night.

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

Bantam Lake Authority: 1 member 12/2016
Beautification Commission: 1 regular member 2/2019; 2 alternates 2/2016
Cable TV Advisory Council: 1 member 6/2017
Capital Improvements Committee: 1 PW Dir, 2 citizens at large
Conservation Commission: 1 regular members 12/2016; 2 alternate members 12/2018
Economic Development Commission: 2 alternate members 6/2016, 6/2018
Inland Wetlands Commission: 1 regular member 6/2018
Interlocal Advisory Board (Jambs): PW Dir/Eng./Construction, and 1 BLA member
Litchfield Prevention Council: 3 alternate members: one 6/17, two 6/2016
Milton Historic District Commission: 3 alternate members 1/2018, 1/2018, 1/2019
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

Torrington Area Health District: 1 member 12/2018 (resident)

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: J. Tarrant moved to approve the 7 tax refunds in the amount of \$1,120.85 as recommended by the Tax Collector. D. Knox seconded, all voted aye and the motion carried.

Old Business

a) **Budget Update:** Mr. Paul said everything has been approved by the Board of Finance. The Town Budget Hearing will be on April 27, 2016 and the Town Meeting will be May 11, 2016. The net effect will be .5 mil budget increase.

New Business

a) **Preliminary Bridge Design for Headquarters Road – Raz Alexe:** Mr. Alexe explained the process where the Army Corps of Engineers is required on this complex culvert project. The road should be closed for only two weeks beginning in late August or early September, with end of project by September 30, 2016. He will inform emergency services when the road will be shut down. He extolled the good work of engineering firm GM2 for bridge success this year. We will receive reimbursement money from the State up front.

b) **Award Bid for Bituminous Concrete Truck and Lay**

c) **Award Bid for Bituminous Concrete Milling**

d) **Award Bid for Bituminous Concrete Restoration**

The above items are combined in one bid. Raz Alexe is suggesting to accept all bids and choose the appropriate vendor at the time. **Motion:** J. Zullo moved to accept all six bidders for the bituminous concrete truck install, milling and restoration services, with jobs to be awarded at his discretion. The bidders are S&S, Waters, KNL, A&J, Costello and Rafferty. J. Tarrant seconded the motion, all voted aye and the motion carried.

e) **Award Bid for Earth Materials:** Mr. Alexe recommended awarding the bid to all four bidders, and choosing a company for each job at his discretion. **Motion:** J. Zullo moved to award the bids from K. J. Fracasso Industries, Mountaintop Trucking, O&G Industries and Stone Construction Co. as recommended by Raz Alexe, Public Works Director, and to use them at his discretion. J. Tarrant seconded, all voted aye and the motion carried.

f) **Award Bid for Tree Work:** Mr. Alexe recommended using all five bidders and use them accordingly in the best interest of the Town. He will, as recommended by the First Selectman, have them commit to projects for an extended period of time instead of being on call. The five bidders are Brothers Tree Service, Harwinton Tree, Higgins Tree, Gentle Tree Care, and Towne & Aurell. **Motion:** J. Tarrant moved to accept all five bids, with R. Alexe using their services at his discretion. D. Knox seconded, all voted aye and the motion carried.

g) **Approve Use of Roads for Walk MS 2016 – May 1, 2016:** **Motion:** J. Zullo moved to approve the use of roads for the Walk MS 2016 event on May 1, 2016, as outlined in the email of 3/14/16. J. Tarrant seconded. Mr. Paul said he may need someone to read the proclamation on the Green at 9:45 a.m., as he may not be able to be present. Upon voting all voted aye and the motion carried.

h) Adopt Proclamation for *Multiple Sclerosis Day – May 1, 2016*: Motion: J. Zullo moved to adopt the proclamation as presented for Multiple Sclerosis Day. D. Knox seconded, all voted aye and the motion carried.

i) Approve Use of Roads for *Revolution3 Challenge Quassy Triathlon – June 5, 2016*: Mr. Paul said the police have approved this bicycle race. **Motion:** J. Tarrant moved to approve use of roads for the Revolution Challenge Quassy Triathlon for June 5, 2016. D. Knox seconded, all voted aye and the motion carried.

Adjournment: Motion: J. Tarrant moved to adjourn at 7:09 p.m. and J. Zullo seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman