

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, AUGUST 4, 2015
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul called the meeting to order at 5:40 p.m. with all Selectmen present: Jonathan Tarrant, Diane Knox, Paul Parsons, and Jeffrey Zullo.

Approval of Minutes: Motion: J. Zullo moved to approve the regular minutes of July 21, 2015, and J. Tarrant seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Motion: J. Zullo moved to add under New Business f) "Waive Building Fees for Salt Shed Project." J. Tarrant seconded, all voted aye and the motion carried. J. Zullo asked for an update on the oil tank replacement, and Mr. Paul said they would address it under New Business f).

Resignations: None

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 6/24/15 Economic Development Commission minutes (draft); 6/23/15 Conservation Commission minutes (draft); 7/6/15 Planning and Zoning Commission minutes; 7/16/15 Sandy Beach Commission minutes

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

Beautification Commission: 4 regular members: three 2/2016, one 2/2017; 2 alternates 2/2016

Cable TV Advisory Council: 1 member 6/2017

Conservation Commission: 1 regular member 12/2016; 2 alternate members 12/2015

Economic Development Commission: 2 alternate members 6/2016

Litchfield Prevention Council: 3 alternate members: one 6/17, two 6/2016

Milton Historic District Commission: 3 alternate members 1/2015, 1/2015, 1/2019

Park & Recreation: 1 regular member; 2 alternate members: 6/2017, 6/2018

Recycling Committee: 5 members: two 2/2016, one 2/2017, two 2/2018

Town Hall Building Committee: 1 member, 3/2018; one alternate 3/2018

Veteran's Advisory Committee: 2 regular members 8/2016, 8/2015; 2 alternate members 8/2015

Water Pollution Control Authority: 1 alternate member 1/2015

Zoning Board of Appeals: 2 alternate member 3/2015

Tax Refunds: Motion: P. Parsons moved to approve the three tax refunds as submitted by Nancy Southard for a total of \$2,772.46. D. Knox seconded, all voted aye and the motion carried.

Transfers

a) Transfer #9 - \$149,284 Year-End Adjustments: Mr. Paul explained that these are the final adjustments for the accounts for 2014/15 in order to balance the books for the year. Surplus is \$255,000 for operating and \$145,000 for revenue, with total of \$400,000, which will go into the fund balance. Revenue was from higher state reimbursements and tax collection rate of 99.5%, with budget at 98%. An extra \$100,000 came back to operating from principle paid back by the Board of Education for technology. Motion: P. Parsons moved to approve budget transfer #9 for \$149,284. D. Knox seconded. Mr. Paul said this would be forwarded to a town meeting, with call to come later. P. Parsons asked about

Board of Education surplus, and L. Paul said it should be about \$65,000. Upon voting, all voted aye and the motion carried.

Old Business: None

New Business

a) **Consider Waiving Building Fees for Recycling Building Upgrades:** J. Healy said the building fees should be between \$250 and \$300. **Motion:** J. Zullo moved to waive the building fees for the recycling building upgrades, and D. Knox seconded. All voted aye and the motion carried.

b) **Award Selection for General Contractors Quotes:** J. Healy said they solicit prices from contractors so they can choose the contractor by hourly rate. The process is consistent with bidding policy for the jobs under \$3,000 that do not need to go out to bid. **Motion:** D. Knox moved to award the bid to all vendors listed as determined by the quality and availability of each contractor and product, as well as bid price. J. Tarrant seconded, all voted aye and the motion carried.

c) **Award Selection for Excavation Quotes:** Seven bids were received. **Motion:** D. Knox moved that all vendors be awarded the job as determined by the quality and availability of each contractor and product, as well as bid price, as recommended by Public Works Director Jack Healy. J. Tarrant seconded, all voted aye and the motion carried.

d) **Award Bid for LHS Sidewalk Replacement:** J. Healy explained they went out to bid twice and did not receive a qualified bid. He then asked the Facilities Manager to get two prices and Laviero, low bidder, had done a couple quality projects in town. **Motion:** J. Zullo moved to approve the award of the LHS front sidewalk replacement \$14, 800, to Martin Laviero as quoted, with addition of \$850/bollard as required, and to waive the building fees for the project. P. Parsons seconded, all voted aye and the motion carried.

e) **Award Bid for Bantam Firehouse Vinyl Siding Replacement:** **Motion:** P. Parsons moved to award the bid for the Bantam Firehouse vinyl siding replacement to AVT Construction Inc. for \$27,500. D. Knox seconded. J. Healy explained the original bid was \$38,344 which was over budget. The scope of the project was changed so that with modifications, the project meets the approval of the fire company and funding in the capital budget of \$27,500. Upon voting all voted aye and the motion carried.

f) **Waive Building Fees for Salt Shed Project:** **Motion:** P. Parsons moved to waive the building fees for the salt shed project, and D. Knox seconded. Upon question by J. Zullo, J. Healy reported the oil tanks have all been pulled from the ground. One had a release from its piping (Center School) and he is waiting to hear from the EPA if he needs to excavate soil. If remediation is required, the insurance should cover it. The other tanks came out clean. None of the new tanks are going underground. They should be delivered within the next three weeks. The budget is \$665,000. The work is on schedule and covered by insurance, and he is working with the State. Regarding the salt sheds, the Quonset huts are down and work is progressing. The frames are being engineered. We will be able to store a lot more salt with a larger capacity. Upon voting on the motion, all voted aye and the motion carried.

Correspondence: None

Adjournment: **Motion:** P. Parsons moved to adjourn at 6:02 p.m. and J. Tarrant seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman