

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, FEBRUARY 4, 2014
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. Also present were Diane Knox and Jeffrey Zullo. Jonathan Tarrant arrived at 5:50 p.m., and Paul Parsons was unable to attend.

Approval of Minutes: **Motion:** D. Knox moved to approve the regular meeting minutes of January 21, 2014 and J. Zullo seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Mr. Paul said he would be in Hartford working on mandates through the MORE Committee and would report back. Mr. Zullo passed out a list for the Selectmen to review for possible money saving ideas that was compiled by Dick Dauphinais. Mr. Paul said they would review it and formulate answers in the upcoming meetings. J. Zullo then asked Mr. Healy for the status of the change orders for the school project, and he replied they are closed as of October or November of 2013 and now he is waiting for Peg Perusse to do the final tallies for the school and submit the final paperwork. Mr. Zullo was concerned that we are still owed \$500K by the State and are paying interest on it until the audit is done. He asked Mr. Paul to follow up for a status, and J. Healy said he would do it.

Resignations: None

Interviews, Appointments & Reappointments

a) **Reappoint Kit Martinsen to Beautification Commission, term 2/2017:** **Motion:** D. Knox moved to reappoint Kit Martinsen as above, and J. Zullo seconded. All voted aye and the motion carried.

b) **Reappoint Denise Raap to Recycling Committee, term 2/2017:** **Motion:** D. Knox moved to appoint Denise Raap as above, and J. Zullo seconded. All voted aye and the motion carried.

c) **Appoint to Interlocal Advisory Board for Bantam Lake Jambs, terms to concur with Selectmen's**
1. Member of the Board of Selectmen
2. Public Works Director or Elector of the Town with Engineering or Construction Experience
3. Member(s) of the Bantam Lake Authority (2 max.)

L. Paul explained that there will also be similar appointments made by the Town of Morris for a total of 8 members on the Board. **Motion:** J. Zullo moved to nominate Jon Tarrant as the Board of Selectmen member on the Interlocal Advisory Board, and D. Knox seconded. All voted aye and the motion carried. **Motion:** J. Zullo moved to nominate Jack Healy as Public Works Director to the Interlocal Advisory Board, and D. Knox seconded. All voted aye and the motion carried.

Mr. Paul then said there are three members of the Bantam Lake Authority serving for Litchfield: Richard Bongiolatti, Aaron Devaux and Oren Boynton. He said Aaron Devaux must be appointed to comply statutorily with minority representation. He also said that although Mr. Boynton was willing to serve, he indicated he didn't mind who was chosen. Since Mr. Bongiolatti and Mr. Devaux were willing also, the following motion was made. **Motion:** J. Zullo moved to appoint Richard Bongiolatti and Aaron Devaux as the Bantam Lake Authority members on the Interlocal Advisory Board. D. Knox seconded, all voted aye and the motion carried.

J. Healy was then asked to give an update on the jambs. He said the STEAP grant has to be reissued with the name of the Advisory Board listed. Also, Northeast Utilities needs to know who is in charge for the Access Agreement. These items have to be done prior to going out to bid for the jambs project. They would like to get the project done in one year.

Liaison Reports/Commission-Committee Minutes: 1/8/14 and 1/22/14 Board of Education minutes (draft); 11/26/13 Conservation Commission minutes (draft); 1/29/14 Capital Improvement Committee minutes

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; 2 alternates 6/2014, 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
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 alternate member 1/2015
Zoning Board of Appeals: 1 regular member 3/2015

Tax Refunds: **Motion:** D. Knox moved to approve the 5 refunds for a total of \$939.17, and J. Zullo seconded. All voted aye and the motion carried.

Transfers: None

Old Business: None

New Business

a) **Request for Use of Roads for Revolution3 Triathlon, Cycling Portion 6/1/14:** L. Paul indicated he has communicated with Resident Trooper Jim Holm and has been told everything is the same as last year and we should approve their request. **Motion:** J. Zullo moved to approve the use of roads for the Revolution3 Triathlon cycling portion on June 1, 2014, and D. Knox seconded. She said that the cyclists come down Camp Dutton Road so fast that it is dangerous trying to pull out of Byrnes Avenue. Mr. Paul said that he would speak to Trooper Holm about this. [Jon Tarrant arrived at this point at 5:50 p.m.] Upon voting all voted aye, except J. Tarrant who abstained because he was not present for the discussion, and the motion carried.

b) **Request for Use and Closure of North Shore Road for Junior Women's Club Road Race 5/4/14:** Mr. Paul said the Junior Women do a great job with this fundraiser and support great causes. **Motion:** J. Zullo moved to approve the closure of North Shore Road for the road race on May 4, 2014, and D. Knox seconded. All four selectmen voted aye and the motion carried.

c) **Approve 8-24 for Property Exchange on Beecher Lane:** Jack Healy explained that .05 acres is involved. The homeowners of one property would like to exchange two irregular pieces of property for one regular piece of property so they can put a gate system in at their home. The exchange works out better for both the homeowners and the Town. The value of the property is a couple thousand dollars

and does not meet the \$10,000 criteria for posting a sign, but they must go to Town Meeting. Motion: J. Zullo moved to approve the 8-24 for property exchange on Beecher Lane as described by Jack Healy and per map entitled "Property Survey - Boundary Line Adjustment between Town of Litchfield and 66 Beecher Lane" prepared for Ken Sena by Hrica Associates, LLC. D. Knox seconded, all voted aye and the motion carried.

d) **Adopt Resolution for Nutmeg Network:** L. Paul said this is an opportunity to connect to the high speed network the schools have, called the Nutmeg Network. He has sent paperwork in to get an application. Pricing would be covered by a grant; however, the price for service would probably exceed what we are paying, so once we get the application in and receive grant money, we will look at the numbers and the return on investment to see if there is value in connecting. Motion: J. Zullo moved to adopt the resolution of endorsement for the Nutmeg Network application and D. Knox seconded. All voted aye and the motion carried unanimously. The Resolution of Endorsement follows:

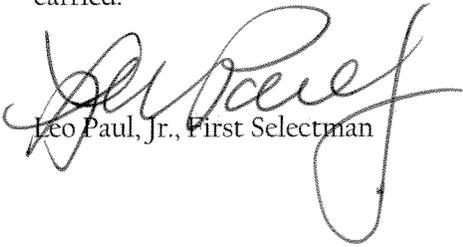
Resolution of Endorsement

The Legislative Body* of the Town of Litchfield met on February 4, 2014 and adopted a resolution by the vote of 4 to 0 which endorsed the **Regional Performance Incentive Program** proposal referenced in Connecticut General Statutes Section 4-124s as amended by Section 251 and 253 of Public Act 13-247. Such proposal is attached to and made a part of this record.

*NOTE: For the purposes of the **Regional Performance Incentive Program**, "legislative body" means the board of selectmen, town council, city council, board of alderman, board of directors, board of representatives or board of the mayor and burgesses of a municipality.

Correspondence: None

Motion: J. Zullo moved to adjourn at 6:03 p.m. and J. Tarrant seconded. All voted aye and the motion carried.


Leo Paul, Jr., First Selectman



Ann Combs <acombs@townoflitchfield.org>

Fwd: Nutmeg Network Access and Grant Initiative

1 message

Leo Paul <lpaul@townoflitchfield.org>
 To: Ann Combs <ACombs@townoflitchfield.org>

Wed, Jan 29, 2014 at 4:13 PM

Please place the resolution attachment for the BOS meeting.
 Leo

----- Forwarded message -----

From: **Wilson, Craig** <craig.wilson@uconn.edu>
 Date: Wed, Jan 29, 2014 at 9:46 AM
 Subject: Nutmeg Network Access and Grant Initiative
 To: "paul@townoflitchfield.org" <paul@townoflitchfield.org>, Bob Leigh <bleigh@yucatech.com>
 Cc: "Rego, Wendy" <wendy.rego@uconn.edu>, "Mindek, James" <james.mindek@uconn.edu>

Thank you for your recent inquiry regarding your interest in connecting to the Nutmeg Network.

We are providing Litchfield with two sets of costs: The first is for the up front, non-recurring fiber build-out costs; "the last mile". The build-out option entails two separate quotes for your consideration: one connecting you to nearest CEN node, and one to the nearest PSDN node on the Nutmeg Network. You must select one of these options. Fibertech Inc. has provided build-out service quotes which the Nutmeg Network Business Services staff have reviewed.

The second cost category addresses ongoing bandwidth commitment charges based on your requested bandwidth and is provided by Nutmeg Network Business Services staff. With detailed quotes as attachments, a summary of these costs are as follows:

Infrastructure Costs (you must select one, and notify Nutmeg Network Business Services staff)

NETWORK CONNECTION	Fiber build-out cost	Year 1 Fiber Maintenance
CEN Network Connection Expense	\$20,600	\$600
PSDN Network Connection Expense	\$17,100	\$300

Given the relatively close cost differences between the two POP connection locations, we would recommend connecting to the CEN portion of the Nutmeg Network.

Network Bandwidth Commitment

Requested Mbps Bandwidth	Quarterly Fee
10	\$573.75

Although you are not obligated to use the state contracted vendor and may use any fiber vendor of your choice, you will need to submit the attached Fibertech quote with the CEN logo with your grant application.

Next Steps:

Select the Nutmeg Network connection point (either CEN or PSDN), inform us of this decision, and a Network Access Services Agreement (NASA) document will be provided for execution in order to proceed. After the NASA is signed and the connection is built, we will have our technical team contact you to activate your connection.

As a reminder, if you have submitted an application for the Office of Policy and Management (OPM) grant, **the submission deadline for funding with detailed, specific pricing request is February 15, 2014**. This can be mailed to the address on the form, or emailed to Sandra.huber@ct.gov or Faxed to 860-418-6486 Attn: Sandra Huber. If you e-mail or fax, please follow up with a mailed copy.

Resolution of Endorsement forms (attached) will be accepted until March 31, 2014.

Thank you for your interest in the Nutmeg Network. If you have any questions at all, please don't hesitate to contact Wendy Rego (860-622-2294) wendy.rego@uconn.edu, or James Mindek , 860-622-2296, james.mindek@uconn.edu

Regards,

Nutmeg Network Business Services Staff

Attachments:

FiberTech CEN Quote

Fibertech PSDN Quote

Bandwidth Commitment Quote

Resolution of Endorsement form



Litchfield Operational Costs	
Annual Committed Internet Bandwidth Amount in Mbps	10 Mbps
Price per Mbps per Month	\$7.79 /Mbps
Total Bandwidth Cost per Month:	\$77.90
Number of Active Ports	1 Port
Price per Active Port per Month	\$113.35 /Month
Total Port Fee Cost per Month:	\$113.35
Total Bandwidth & Port Fee per Month:	\$191.25
Quarterly Billing Amount:	\$573.75
Annual Billing Amount:	\$2,295.00



Town of Litchfield
Date of Quote:

1/25/2014

COMPARISON OF FIBER NETWORK 5 Year Lease

Connection To:	B. Entrance / Service Act. Fee (assumes no external construction)	Splicing Fees	Annual Maintenance 20 Year IRU Contact Only	20 Year Upfront Payment on Route State Contract Pricing	Total Cost of Upfront with State Grant Building Entrance + 20 Yr Includes Building Entrance and Maintenance	5 Year Lease Contract Monthly Pricing 2 strands	Off Net Miles	On Net Miles
Hub Location: Litchfield Fire - 258 West Street			already in					
74 West Street	\$8,100.00	\$4,800.00	\$300.00	\$4,200.00	\$17,100.00	\$290.00	2	0.6
			\$0.00	\$0.00	\$0.00		2	0
			\$0.00	\$0.00	\$0.00		2	0
			\$0.00	\$0.00	\$0.00		2	0

Upfront Expenditures
Total Monthly Expenditures

\$8,100.00
\$4,800.00
\$300.00
\$6,000.00
\$4,500.00
\$17,100.00
\$290.00

Note: Building Entries (can be rolled into Monthly) Total Ann Mtn - 20 Yr

Pre Paid Maintenance
There would be additional charges for such digs.

CEN Desktop Estimate of Fibertech costs based on State Contract #20ITZ0021MA (B-00-021).

A site survey from Fibertech needs to be performed for final costs.



Quote Provided by: Curtis Fox
Contact Info: cfox@fibertech.com
office: 203 775-5498
cell: 203 247-2170

Date: 1/25/2014

Desktop Estimate of Fibertech costs based on State Contract #20ITZ0021MA (B-00-021).

A site survey from Fibertech needs to be performed for final costs.

LOCATION:

Town of Litchfield
Point to Point connection from Litchfield Town Hall to Litchfield Fire

term: 20 Year IRU

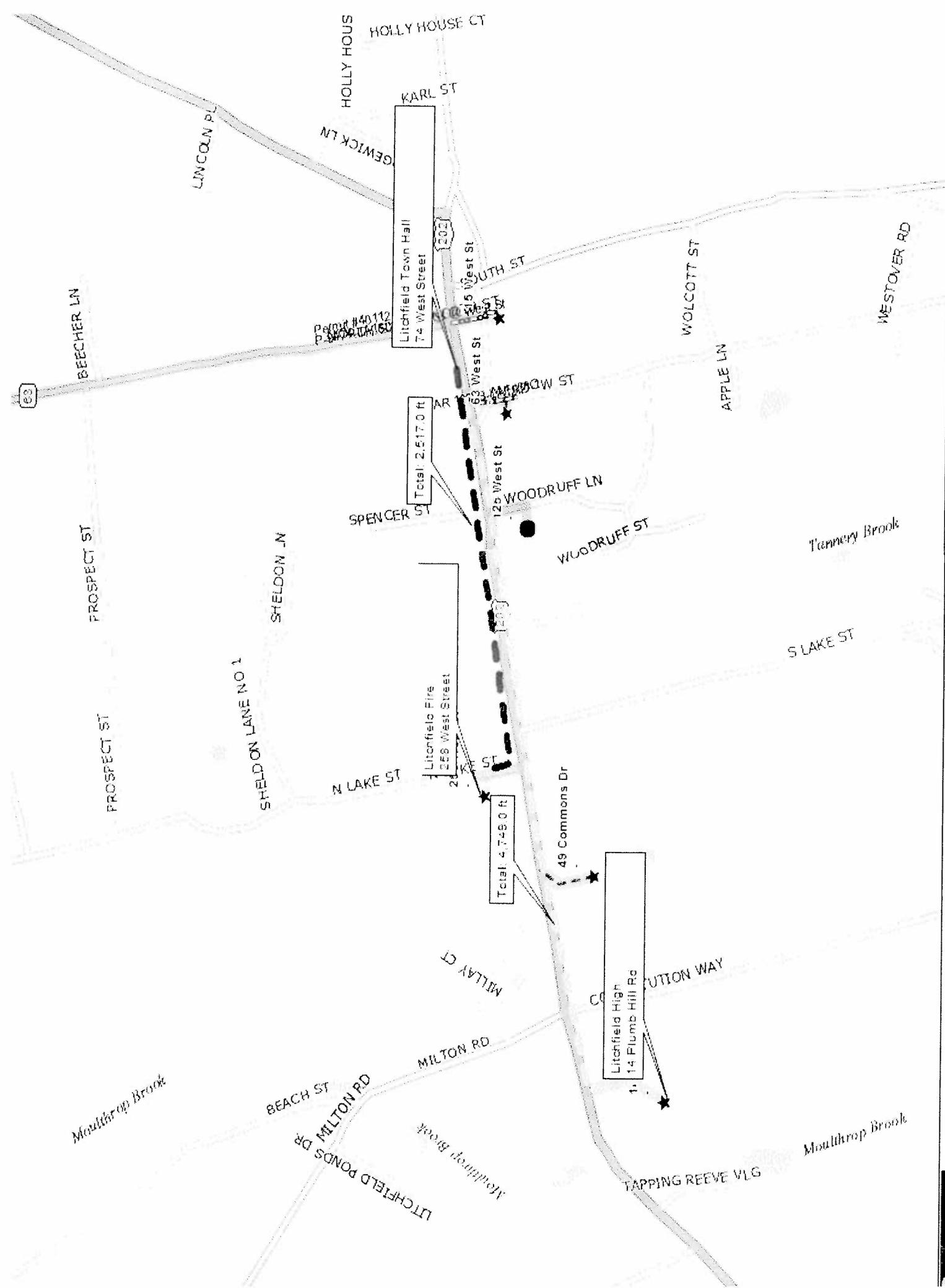
Construction Budget:

New Construction - 1/4mi. Minimum	\$0
Splicing Estimate (Subject to Change)	\$4,800
One Time Service Activation Building E	\$8,100
On-Net Mileage <u>0.6</u> miles	\$4,200
Total Fibertech Estimated Constructor	\$17,100
Annual Maintenance Costs	\$300 *
Pre Pay Amount of Annual Maintenance	\$4,500.00

*The annual maintenance cost will continue for the term of the lease.

Term : 5 Year Monthly Rate **\$290.00**

Maintenance and Upfront included





Town of Litchfield
Date of Quote:

1/25/2014

COMPARISON OF FIBER NETWORK 5 Year Lease

Connection To:	B. Entrance / Service Act. Fee (assumes no external construction)	Splicing Fees	Annual Maintenance 20 Year IRU Contact Only	20 Year Upfront Payment on Route State Contract Pricing	Total Cost of Upfront with State Grant Building Entrance + 20 Yr Includes Building Entrance and Maintenance ²	5 Year Lease Contract Monthly Pricing 2 strands	Off Net Miles	On Net Miles
Hub Location: Litchfield High School - 14 Plumb Rd			already in					
Litchfield Town Hall 74 West Street	\$8,100.00	\$4,800.00	\$600.00	\$7,700.00	\$20,600.00	\$365.00	2	1.1
			\$0.00	\$0.00	\$0.00		2	0
			\$0.00	\$0.00	\$0.00		2	0
			\$0.00	\$0.00	\$0.00		2	0

Upfront Expenditures \$8,100.00

Total Monthly Expenditures \$4,800.00

Note: Building Entries (can be rolled into Monthly)

Total Ann Mtn - 20 Yr

Pre Paid Maintenance \$9,000.00
There would be additional charges for such digs.

CEN Desktop Estimate of Fibertech costs based on State Contract #201TZ0021MA (B-00-021).

A site survey from Fibertech needs to be performed for final costs.



Quote Provided by: Curtis Fox
 Contact Info: cfox@fibertech.com
 office: 203 775-5498
 cell: 203 247-2170

Date: 1/25/2014

Desktop Estimate of Fibertech costs based on State Contract #20ITZ0021MA (B-00-021).

A site survey from Fibertech needs to be performed for final costs.

LOCATION:

Town of Litchfield
 Point to Point connection from Litchfield Town Hall to Litchfield High School

term: 20 Year IRU

Construction Budget:

New Construction - 1/4mi. Minimum	\$0
Splicing Estimate (Subject to Change)	\$4,800
One Time Service Activation Building E	\$8,100
On-Net Mileage <u>1.1</u> miles	\$7,700
Total Fibertech Estimated Constructor	\$20,600

Annual Maintenance Costs	\$600 *
Pre Pay Amount of Annual Maintenance	\$9,000.00

*The annual maintenance cost will continue for the term of the lease.

Term : 5 Year Monthly Rate **\$365.00**

Maintenance and Upfront included

