

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, JULY 15, 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. with Selectmen Paul Parsons and Jonathan Tarrant present. Diane Knox was away and Jeffrey Zullo arrived at 5:37 p.m.

Approval of Minutes: Motion: J. Tarrant moved to approve the regular 7/1/14 meeting minutes and P. Parsons seconded. All voted aye and the motion carried.

Public Requests/Comments: Diane Wilson, 138 West Street, said she had heard the phone system upgrade at Center School has been delayed by the Board of Selectmen and asked for confirmation that the money is going forward for this for the start of the new school year. [J. Zullo arrived here at 5:37 p.m.]

Selectmen's Requests: None

Resignations: None

Interviews, Appointments & Reappointments

a) Reappoint Barbara Spring to the Litchfield Housing Authority, term 8/2019: Motion: J. Zullo moved to reappoint Barbara Spring to the Litchfield Housing Authority for the term ending in August, 2019. J. Tarrant seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 6/12/14 WPCA minutes; 6/26/14 Special Sandy Beach Commission minutes; 6/25/14 Economic Development Commission minutes (draft)

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

Beautification Commission: 2 regular members 2/2015, 2/2016; 2 alternates 2/2016
Conservation Commission: 1 regular member 12/2016; 2 alternate members 12/2015
Economic Development Commission: One regular member 6/2014; 3 alternate members 6/2015, 6/2016, 6/2017
Litchfield Prevention Council: 1 regular member 6/2017; 2 alternate members 6/2016, 6/2017
Milton Historic District Commission: 3 alternate members 1/2015, 1/2015, 1/2019
Northwest Regional Mental Health Board, Catchment Area Council #22, at-large member 5/2015
Park & Recreation: 1 regular member 6/2018; 2 alternate members: 6/2017, 6/2018
Recycling Committee: 4 members, 2/2015, two 2/2016, 2/2017
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: P. Parsons moved to approve the two tax refunds, for a total of \$180.43. J. Tarrant seconded, all voted aye and the motion carried.

Old Business: None

New Business

a) Cell Tower Lease with SBA - Recycling Center, 72 Little Pitch Road: Mr. Paul explain a history of Verizon attempting a cell tower at this location that never came to fruition. Now SBA is proposing a two

year option to lease the property at \$500/year. They would lease the property, shop for a cell carrier, and then build a tower on the site. Then we would have a five-year lease with ten five-year options subsequent to that at \$2,000/mo. for the Town, with a 3% escalator. We are still in the process of insuring that the proposed lease agreement is satisfactory to the community. If the Selectmen are in agreement, he would like to have SBA come to the next meeting to make a presentation. The lease is still in draft form and is being reviewed by Town Counsel, Mike Rybak. Mr. Rybak was present to say the Board of Selectmen, if interested, would refer this to the Planning and Zoning Commission for advisement under CT General Statute 8-24. Then the Board of Selectmen would hold a public hearing with public notice and posting of a sign on the property under Statute 7-163e, then it would go on to a town meeting. SBA is the largest tower building company in the state that is not a carrier. Mr. Rybak has compared leases and rates for comparable towers in the area. J. Zullo asked to see the survey done on other locations and rents through CCM and NHCOC. If agreed upon, SBA would need CT Siting Council approval and would have up to two years to find a carrier. The two years is comprised of a one-year option and a one-year renewal of the option period; after that they must either start the project or walk away. If the Town is not interested, SBA will work with other property owners near the Recycling Center, as it is a preferred zone.

Motion: J. Torrant moved to go forward with a presentation by SBA at the next meeting, August 5th, at a larger location. J. Zullo seconded the motion, all voted aye and the motion carried.

b) **Garden Club Proposal:** Garden Club member Victoria Sansing introduced Sara Gault, its President, and explained that the Garden Club would like to beautify the traffic islands in the center of town. She showed photos from the Town of Guildford and asked for endorsement of a similar project to begin with the island between the Historical Society and @ the Corner. They will continue with others as financing allows. They are not asking the Town for money. **Motion:** J. Zullo moved to endorse the island beautification project of the Garden Club and allow the Town to go forward with them in making the proper applications. She said the Borough is behind this project. She would also like to clean the two granite watering troughs, which was well received by the Selectmen. Public Works Director J. Healy added that the islands help to slow traffic, and J. Zullo said that it adds a more visual presence to the islands. Mr. Paul then asked about beautification of the monument at Camp Dutton. Ms Sansing said they would look at it and offer a recommendation. Upon voting on the motion, all voted aye and the motion carried.

c) **Award Bid for Bantam Fire Co. Roof Replacement:** **Motion:** J. Torrant moved to award the bid for Bantam Fire Co. Roof Replacement to low bidder Bantam Sheet Metal in the amount of \$225,000. P. Parsons seconded the motion. J. Healy explained that this was in last year's Capital plan for \$150,000, but the low bid came in at \$225,000. He asked Bantam Sheet Metal if they would hold the bid for one year, and they agreed. This year they asked for additional funding from Capital and are now asking for approval to award the bid to Bantam Sheet Metal and start right away. Upon voting all voted aye and the motion carried.

d) **Award Bids for BOE Computer and Peripherals as follows:**

1. Bid 15-01: Computer Workstations
2. Bid 15-02: Network Switches and Wireless Access Points
3. Bid 15-03: Apple iPad Lab
4. Bid 15-04: Docking Stations/Port Replicators
5. Bid 15-05: Uninterrupted Power Supplies
6. Bid 15-06: Mobile Computing Devices
7. Bid 15-07: Staff Computing Devices
8. Bid 15-08: Electrical Wiring
9. Bid 15-09: VOIP Phone System

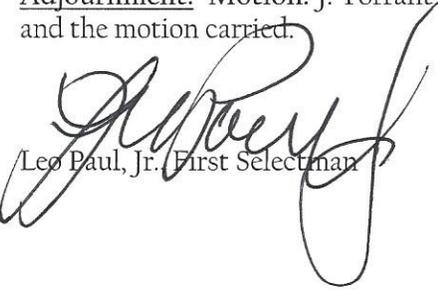
Mr. Paul said there are problems with these bids. They do not know where the funding is coming from on all but the phone system bid. Mr. Healy introduced Matthew Brennan, Technology Coordinator at LHS, and explained the invitation to bid went out and bids received were opened yesterday. Matt has been working through them. He and Mr. Healy met this morning and found a couple items were not bid at all, some had only one bid, or the bids did not meet the specifications. Some did not need to be bid. He thought it would be better to re-bid these to get better bids and prices, and come back with a better summary. Mr. Paul said, in response to the public comment, the Selectmen are not delaying these bids, and have not seen them until today. Mr. Paul said the phone system is the only item that is in the Capital budget, but there were problems with the bids, and they have no funding source listed for the other items. They are trying to correct the way the process is being followed through the Board of Education. There is a new Business Manager and Superintendent coming in, and Mr. Paul said he will meet with them to discuss the proper way to follow the process. J. Zullo said the Board of Education is the ultimate authority and he did not want to hear about more problems like the computers and the vans. The Board of Ed knows the process and they continue to sidestep it. Mr. Paul said the invitation to bid should not have gone out on July 2. The specifications should have gone to him and J. Healy for review before they were advertised. Had they delayed the ad by a week or two, they would have had time to allow the Nutmeg Network to respond and they would have most likely received good bids. He told Mr. Brennan he was living the result of the process not being followed. Further, the Board of Education has not even reviewed these bids yet, and they need to approve them first. Mr. Paul said this is the fourth time the Selectmen have outlined the process to avoid receiving half the information or improper information.

Motion: J. Zullo moved to table action of these bids for computers and peripherals until the August 5th meeting. J. Tarrant seconded, all voted aye and the motion carried.

Correspondence

a) Thank You Letter from Center School: Mr. Paul said this was sent as a result of the students' television news broadcast made possible by the Town's help in getting grant money.

Adjournment: Motion: J. Tarrant moved to adjourn at 6:25 p.m., and P. Parsons seconded. All voted aye and the motion carried.


Leo Paul, Jr. First Selectman