

SPECIAL MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, JUNE 19, 2012
TOWN OFFICE BUILDING - 4:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the special meeting to order at 4:30 p.m. Also present were Selectmen Jeffrey Zullo, Diane Knox, and R. Christopher Blake. Paul Parsons was absent.

Approval of Minutes: Motion: R. Christopher Blake moved to approve the regular June 5, 2012 meeting minutes and J. Zullo seconded. J. Zullo asked why Transfer #2 was not included on this agenda, and Mr. Paul replied it is not yet ready to discuss, so it will be deferred until new information is received from East Litchfield Fire Co. Upon voting all voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: L. Paul reported Road Race weekend went very well. C. Blake highly endorsed Jon Torrant to serve as Selectman, noting he was born and raised in town and has been involved in many community activities over the years. He said he is an Army veteran, is used to managing and will work in a diplomatic fashion. L. Paul said Mr. Torrant has been a member of the Republic Town Committee and has been recommended to the Board of Selectmen as a good candidate for Mr. Blake's replacement. This will be on the July 3rd agenda.

Tax Collector – Ordinance for Small Overpayments: Nancy Southard explained this as a housekeeping chore, similar to what was done last year. One is for overpayments under \$5.00 that total \$36.77. Motion: C. Blake moved to authorize the Tax Collector to retain overpayment if such credit balances are less than \$5.00 in accordance with the letter from the Tax Collector dated 6/19/12. J. Zullo seconded the motion. All voted aye and the motion carried.

She then explained the other one was overpayments over three years old from the due date of the tax. This amounts to \$215.45. Motion: C. Blake moved to approve adjusting the credit balances to zero and that \$215.45 be transferred to miscellaneous revenues account in accordance with the June 19, 2012 letter from the office of the Tax Collector. J. Zullo seconded, all voted aye and the motion carried.

Resignations: None

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 6/11/12 Board of Finance minutes; 4/16/12 and 5/7/12 P&Z minutes; 5/16/12 Board of Education minutes (draft); 5/1/12 ZBA workshop, public hearings and regular meeting minutes

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

Beautification Commission: 2 regular members 2/2012, 2/2014; 1 alternate 2/2013
Bridge Committee: 1 member, P&Z Liaison
Economic Development Commission: One regular member 6/2013; 1 alternate 6/2013
Ethics: 1 regular member 6/2014
Inland Wetlands Commission: 1 regular member 6/2014; 1 alternate member 6/2012
Milton Historic District Commission: 2 alternate members 1/2012
Park & Recreation: 1 regular member 6/2014; 2 alternate members: 6/2013, 6/2014
Recycling Committee: 3 members, 2/2012, 2/2013, 2/2014

Veteran's Advisory Committee: 1 regular member 8/2012; 2 alternate members 8/2012
Water Pollution Control Authority: 1 regular member 1/2013; 1 alternate member 1/2015

Tax Refunds and Tax Collector Items

a) 3 Refunds, Total of \$109.00: C. Blake moved the approval of 3 refunds in the amount of \$109.00 in accordance with the Tax Collector's memo of 6/14/12. J. Zullo seconded; all voted aye and the motion carried.

b) Approve Overpayments Prior to the 2007 Grand List: addressed above in Tax Collector item

c) Approve Adjusting Credit Balances Under \$5.00: addressed above in Tax Collector item

Transfers: None

Old Business

a) Town Hall Building Committee Update – J. Zullo: Mr. Zullo reported the Committee has gone through two design iterations with Architect John Martin. He has taken about 10% of the square footage away, from 20,800 to 18,000 and has reallocated space. The town needs a global digitizing process for all town records, including Town Clerk, Land Use and town maps. In addition there are a number of areas that can be digitized. This would require a capital investment but will move us forward into the 21st century. They realize much must still be stored in hard copy form by statute, but this will be an opportunity to reduce storage space on other items. Another item discussed with the First Selectman is determining the correct number of personnel. Finally they are looking at minimizing variance to height. He will bring drawings and site plans to the Board once the layout is further defined, probably in August. Future growth is built into the design.

New Business

a) Award Earth Materials Bid: Motion: C. Blake moved that all vendors (A&S, Mountaintop, O&G and Stone Construction) be awarded the bid as determined by the quality and availability of each product as well as the bid price in accordance with the Director of Public Works' memos of 6/18/12. J. Zullo seconded. J. Healy explained that the earth materials bid was approved at a previous meeting but Stone Construction bid was excluded from the opening by mistake, and they should be included. All voted aye and the motion carried.

b) Award Bituminous Concrete Truck & Install Bid: J. Healy explained we have usually gone with the state bid, but he felt the service was not adequate, so they used the specifications and bid it themselves. Motion: C. Blake moved to award the bituminous concrete truck and install bid from 7/1/12 to 6/30/14 according to the document from the Director of Public Works to S&S and Waters. J. Zullo seconded the motion. Mr. Zullo had some questions that Mr. Healy clarified. Upon voting all voted aye and the motion carried.

c) Award Bituminous Concrete Milling Services Bid: Motion: C. Blake moved to award the bituminous concrete milling services bid from 7/1/12 to 6/30/14 to S&S, Waters, Rafferty and A&J in accordance with the Public Works Director's paperwork. J. Zullo seconded and asked for clarification on the millings process. Upon voting all voted aye and the motion carried.

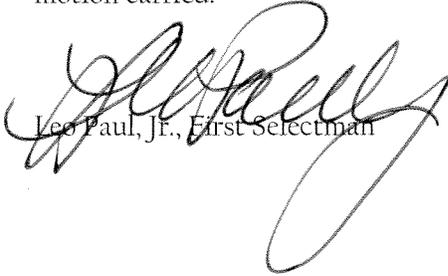
d) Award Bituminous Concrete Full Depth Restoration Services Bid: Motion: C. Blake moved to award the bituminous concrete full depth restoration services bid for period 7/1/12 – 6/30/14 to S&S, Rafferty, A&J, and Waters in accordance with the Director of Public Works' information provided. J. Zullo seconded. All voted aye and the motion carried.

e) Award Asphalt Bid: included in d) above

f) Award Tennis Court Bid: Motion: C. Blake moved to award the tennis court bid to M&M Tennis Courts in the amount of \$103,850 not including alternate prices for fence and brace work if needed in accordance with the Director of Public Works' memo of 6/15/12. J. Zullo seconded. J. Healy said the price has been held and the work should begin July 1st. Upon voting all voted aye and the motion carried.

Correspondence: None

Motion: C. Blake moved to adjourn at 4:59 p.m. and J. Zullo seconded. All voted aye and the motion carried.



Leo Paul, Jr., First Selectman