

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, JUNE 21, 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, Jeffrey Zullo, and Paul Parsons attending. Selectman Diane Knox was absent.

Approval of Minutes: Motion: J. Tarrant moved to approve the regular meeting minutes of June 7, 2016, and J. Zullo seconded. J. Tarrant, J. Zullo and L. Paul voted aye, P. Parsons abstained because of absence, and the motion carried.

Public Requests/Comments: Henry Yanaway of Boy Scout Troop 29 was present to observe the meeting as a requirement for his citizenship badge.

Selectmen's Requests: Mr. Paul advised that the Board of Education's LIS Sally Port project would not be on the Selectmen's agenda. Since they are not going through the Capital process and funds are coming from their operating budget, he felt the BOE should be managing the project from start to finish.

Mr. Paul then said the BOE Business Manager wants to change the MOU for transfer of school custodial functions. He reviewed the draft and found it too specific and tied to time lines. They also wanted to remove from the MOU some items that they say they have placed in their budget causing a \$34K maintenance increase in their budget. Mr. Paul sent this proposed amendment to the Town's labor attorney for review. Mr. Paul feels that the MOU in force now is working well and that the Town is supporting the maintenance function with the custodians better than ever as evidenced from feedback on the cleanliness of the schools. Public Works Director Raz Alexe said the Facilities Manager is responsible for more than just the schools, and he cannot abide by certain time lines. Because things are improving under Facilities Manager Len Fasano, he thought it was a surprising request. Mr. Zullo disagreed with these comments based on the memo from David Fiorillo dated 6/16/16.

J. Tarrant cited May 18th Board of Education minutes as inaccurate in saying the Board of Selectmen voted to turn down the lighting retrofit proposal for the schools. Their vote resulted in no action taken. They also said money saved would go toward educational needs, and he is worried it would not if not accounted for. Further, the *Foothills Trader* is still being distributed to homes. They were supposed to go to a better way to deliver them, but it is not happening. Mr. Paul will look into it, as he thought it was resolved.

Mr. Zullo asked about the ZREC papers for Greenskies, and Mr. Paul said they have been signed and sent in with adjustments made. Mr. Alexe said the WPCA land belongs to the Town, so the First Selectman signed both applications, one for WPCA and one for Litchfield High School.

Resignations: None

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 6/13/16 Board of Finance minutes; 6/8/16 Inland Wetlands Commission minutes; 5/3/16 ZBA minutes; 4/7/16 Design Review Advisory Committee minutes; 6/9/16 WPCA minutes; 5/18/16, 6/1/16, 6/8/16 Board of Education minutes (drafts)

Green Team Update: J. Zullo said they are working on the municipal action plan. They would like to participate in the ZREC program. They are familiar with it and have reviewed a project two years ago. He

said the Town should look at PPA leasing and the other option of financing it ourselves with a maintenance contract. Interest rates are low. With the Greenskies proposal we would be locking into \$.14/KW energy cost (including distribution?) for 20 years. He asked for clarity on what the \$.14 covers. Solar panels will generate 320 KW at WPCA and 330 KW at LHS. P. Parsons said this is a long time for a commitment. Mr. Paul clarified that the signature did not commit the Town to anything; it merely qualifies the Town for the program.

Town Facilities Committee Update: J. Zullo said there is a regular meeting June 22nd and a special joint meeting with the BOE on July 13th for the purpose of reviewing of the architect's report.

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

Bantam Lake Authority: 1 member 12/2016
Beautification Commission: 2 alternates 2/2019
Board of Ethics: 2 alternate members 6/2017, 6/2019
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: 1 regular member 6/2019; 2 alt. members 6/2019, 6/2018
Inland Wetlands: 1 alternate member 6/2017
Interlocal Advisory Board (Jambs): PW Dir/Eng./Construction, and 1 BLA member
Litchfield Prevention Council: 2 regular members 6/2017, 6/2018
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
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

a) **Small Year-End Overpayments and Tax Sales:** Tax Collector Nancy Southard reported the small overpayments (less than \$5) totaled \$40.62. The three-year list of refunds not applied for to be retained are in the amount of \$22.14. The two memos from the Tax Collector dated 6/21/16 are attached to the minutes.

Motion: J. Zullo moved and J. Tarrant seconded a motion to adjust the credit balances of the 19 small overpayments totaling \$40.62 to zero and to transfer the \$40.62 to Misc. Revenue, 01-1001-45001. All voted aye and the motion carried.

Motion: J. Zullo moved and J. Tarrant seconded a motion to adjust the three credit balances on or prior to the 2011 Grand List totaling \$22.14 to zero and to transfer the \$22.14 to Misc. Revenue, 01-1001-45001. All voted aye and the motion carried.

N. Southard then spoke of the three properties that will be sold at a tax sale that will be held on July 23, 2016. There is about \$25,000 - \$30,000 in taxes, interest and liens that have not been collected.

Transfers: None

Old Business: None

New Business

a) Authorize First Selectman to Sign the *Road Repair and Maintenance Agreement* with the City of Torrington

Motion: J. Tarrant moved and P. Parsons seconded a motion to waive the reading of the *Road Repair and Maintenance Agreement* between the City of Torrington and Town of Litchfield to formalize maintenance cooperation for care of Wilson Road and Town Farm Road. All voted aye and the motion carried.

Motion: J. Tarrant moved to authorize the First Selectman to sign the *Road Repair and Maintenance Agreement* with the City of Torrington. J. Zullo seconded, all voted aye and the motion carried.

b) **Discuss Funding for Municipal Parking Lot Bid:** L. Paul explained this is a repair to the wall in the municipal parking lot. Raz Alexe explained further that although there were five firms at the walk-through, there was only one bid submitted by Deacon (\$44,640) that was double the budgeted funds. He said the bid was high because of the foundation type and associated drainage. Mr. Alexe estimated the cost himself and came up with \$35,000 and therefore recommended they accept the bid. He does not foresee getting any more bids by going out in another bidding round. So they will need another \$20,000 allocated in the next fiscal year. He would like to get the project done by the end of the year. The Board discussed methods of funding. They would have to go to Town Meeting for transfer of funds. Mr. Alexe will ask Deacon for assurance that he can hold the price. This will be revisited on the 7/19/16 Selectmen's agenda.

Correspondence: None

Adjournment: **Motion:** J. Tarrant moved to adjourn at 6:14 p.m. and J. Zullo seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman