

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN  
TUESDAY, MARCH 15, 2016  
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul, Jr. called the meeting to order at 5:31 pm. with all Selectmen present: Jonathan Torrant, Diane Knox, Paul Parsons, and Jeffrey Zullo.

Approval of Minutes: Motion: J. Torrant moved to approve the regular 3/1/16 meeting minutes, and D. Knox seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: Mr. Paul distributed a letter from Louise Czar to the Board and said he would respond to her. This is not being treated as an FOIA request.

J. Zullo asked to defer the Green Team Update until the first meeting in April, as one of the presenters is not yet ready.

Mr. Paul announced the notice of resignation of David Rogers, Fire Marshal and Emergency Management Director. He has met with Sam Kinkade, who has agreed to be our Interim Fire Marshal. He will also talk to Paul Gibb, our NHCOC's emergency management person to see if he will fill in as Emergency Management Director.

Resignations - Declining Reappointment

- a) Brenda Barnes from Pension Commission (alternate): received and noted
- b) Andrew H. Ide from Zoning Board of Appeals: received and noted

Interviews, Appointments & Reappointments

a) Reappoint Roxanne Carroll to Local Emergency Preparedness Committee, term 4/2018: Motion: J. Torrant moved to reappoint Roxanne Carroll to the LEPC as above for term ending in April, 2018. D. Knox seconded, all voted aye and the motion carried.

b) Reappoint David T. Wilson to Pension Commission, term 3/2019: J. Torrant moved to reappoint David T. Wilson to the Pension Commission, with term ending March of 2019. D. Knox seconded, all voted aye and the motion carried.

c) Reappoint John Campbell to Board of Fire & EMS Commission, Bantam Rep, term 4/2017

d) Reappoint Gary Shuhi, Jr. to Board of Fire & EMS Commission, Litchfield Rep, term 4/2017

Motion: J. Torrant moved to reappoint John Campbell, Bantam Fire Rep, and Gary Shuhi, Jr., Litchfield Fire Rep, to the Board of Fire & EMS Commission, with terms to expire in April of 2017. D. Knox seconded, all voted aye and the motion carried.

e) (Re)Appoint Selectman Liaison for Board of Fire & EMS Commission, term 4/2017: Motion: J. Torrant moved to nominate Paul Parsons as the Selectmen's liaison to the Board of Fire & EMS Commission for term expiring 4/2017. D. Knox seconded. Motion: Hearing no other nominations, J. Zullo moved to close nominations and J. Torrant seconded. All voted aye and the motion carried. Motion: J. Torrant moved to appoint Paul Parsons as the Selectmen's liaison to the Board of Fire & EMS Commission for term expiring 4/2017. D. Knox seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: None

Green Team Presentation of Findings: This item has been postponed until the April 5<sup>th</sup> meeting. Mr. Zullo said the next Green Team meeting is March 23<sup>rd</sup>.

Town Facilities Committee Update: Mr. Paul said that nine contractors appeared for the site walk, a much better turnout than the first time. There were many questions and much interest. The bid opening is April 1<sup>st</sup>.

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

Bantam Lake Authority: 1 member 12/2016  
Beautification Commission: 1 regular member 2/2019; 2 alternates 2/2016  
Cable TV Advisory Council: 1 member 6/2017  
Capital Improvements Committee: 1 PW Dir, 2 citizens at large  
Conservation Commission: 2 regular members 12/2016, 12/2018; 2 alternate members 12/2018  
Economic Development Commission: 2 alternate members 6/2016, 6/2018  
Interlocal Advisory Board (Jambs): PW Dir/Eng./Construction, and 1 BLA member  
Litchfield Prevention Council: 3 alternate members: one 6/17, two 6/2016  
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  
Torrington Area Health District: 1 member 12/2018 (resident)  
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: Motion: P. Parsons moved to approve the recommended 20 refunds totaling \$3,967.33 as submitted by Nancy Southard. J. Torrant seconded, all voted aye and the motion carried.

### Old Business

a) Update on C-PACE Program: Mr. Paul said he's had a meeting with the C-PACE group, the Tax Collector and Assessor and Town Counsel Mike Rybak. Any business that would use this loan program would have a lien on the property; and if it should foreclose, and the priority payments would be made to sewer assessments and Borough taxes over Town taxes. Our Tax Collector would also be responsible for getting the notices out. Therefore, they recommended to not pursue offering this program to businesses.

b) Donahue Road Ext. Update: Mr. Paul said the owners to the west had differences in their deed compared to the Town's deed for entrance into the easement. There was a small piece of property given to the Town in 1812 and was called Buck Road. This is where Mr. Geddes had placed his driveway. They are not sure how far the road goes up into the back. Public Works will work on a drainage issue the neighbors brought to the Town's attention. The neighbors' access to the Town's property is up in back where a path is seen through the woods. Mike Rybak said they could draw up a reciprocal agreement to discontinue the road, the neighbors could move their easement over to the old road, and we could enter into an agreement with them to divide that strip of land down the middle and each would have a reciprocal easement over the other's half. If that is agreed upon, it would then go to Town Meeting. After this is accomplished, the Town will sell the property. Perhaps by the Annual Budget Meeting they could be ready. J. Zullo asked if the accumulated costs are being tracked, and Mr. Paul said they were.

c) **Selectmen's Budget:** Mr. Paul said he took out the \$17,000 from the Finance Department (1201), as the Finance Director consultant is happy to remain in the same capacity. Mr. Paul moved part of the \$17,000 into Contingency. He removed the proposed \$5,000 from Fire Marshal requested for a part-time Assistant and increased the line item by \$2,000. Total budget cuts were \$236,221, with percentage change of 2.61 increase. D. Knox and J. Tarrant were satisfied with the budget. Mr. Parsons noted the Contingency has not really been increased – the increase is the transfer of legal funds in to Contingency, and it does not impact the total budget. J. Zullo asked what was driving the 5.63% increase in Fringes (8101). Stacey Dionne explained the figures were estimates with pension at 9.5% increase. He said we will lose \$100,000 in income from the Annex middle of next year when the Court is gone. Mr. Paul said they have a healthy fund balance in the Annex account they can draw from if needed. They are also investigating isolating areas of the building to save money in the operating budget. L. Paul would like to see what impact the lack of revenue has on the budget. Mr. Zullo then asked for an estimate of surplus from the Public Works budget in salt/sand and overtime because of the light winter. Mr. Paul said there are no estimates yet, but they are out of tree money and still have many trees that need to be taken down. Raz Alexe said they have about 2/3 of what they need and has allocated \$30,000 from salt savings to be used for tree work. Mr. Zullo asked how some of the budget estimates were made. He said surplus funds end up going into fund balance and we overtax the public. Mr. Paul said we estimate the budget for the upcoming year and he puts a spending freeze on in February which can cause a surplus. He has not implemented the freeze this year and does not think we are overtaxing. He said they reduce debt with the fund balance or use it to offset the bonding issue. Mr. Zullo said many people cannot absorb any more tax increases. He would like to take some more risk in the fringe benefits area. P. Parsons supported use of fund balance to reduce debt, and thought that was money wisely used. He did not see that as overtaxing. Mr. Paul said the mil rate would go up to 26.8 from 26.2 if everything proposed is passed.

**Motion:** J. Tarrant moved to approve the Board of Selectmen's budget as presented, and D. Knox seconded. Upon voting, all voted aye except J. Zullo who voted nay, and the motion carried.

#### New Business

a) **Award Bid for Construction of North Shore Road Bridge #04433 over Butternut Brook:** **Motion:** J. Tarrant moved to award the bid for replacement of the North Shore Road Bridge over Butternut Brook, #04433, to NJR Construction LLC, the low bidder, in the amount of \$941,796.00. P. Parsons seconded. Raz Alexe said this bridge is in dire straights with significant decay, structural damage and scouring. They also plan to widen it. They had 12 responses to this bid, which is encouraging, as they will have another four bridges to bid. NJR was under the budget and the engineer is GM2, same as with the Blue Swamp Road Bridge project. They plan to start work right after the women's race in early May, and it will take two to four weeks to complete. There will be special signage for residents of the street. Upon voting all voted aye and the motion carried.

b) **Approve Police Radio Quote (Capital Purchase):** Cpl. Russo said the State Police is upgrading their radios, so the Town must also do the upgrade. **Motion:** D. Knox moved to approve the upgrading of three portable radios used to communicate with the CT State Police in the amount of \$24,928.50. J. Tarrant seconded. The budget approved by Capital was \$25,000. Upon voting, all voted aye and the motion carried.

c) **Adopt Fair Housing Resolution:** **Motion:** J. Tarrant moved to dispense with the reading of the two documents, and D. Knox seconded. All voted aye and the motion carried. Mr. Paul said he signs this resolution every year in order to get funds. **Motion:** P. Parsons moved to adopt the Fair Housing Resolution as presented. J. Tarrant seconded, all voted aye except J. Zullo who abstained, and the motion carried. The resolution as adopted follows:

FAIR HOUSING RESOLUTION  
(2/2016)  
TOWN OF LITCHFIELD

Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

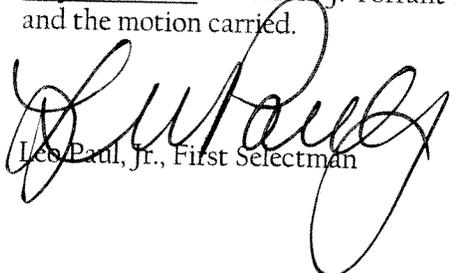
Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The Town of Litchfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOVED, That the Town of Litchfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the chief executive officer of the Town of Litchfield or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Litchfield and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adjournment: Motion: J. Torrant moved to adjourn at 6:36 p.m. and D. Knox seconded. All voted aye and the motion carried.



Les Paul, Jr., First Selectman