

**REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, MAY 15, 2012
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. All Selectmen were present: R. Christopher Blake, Diane Knox, Paul Parsons, and Jeffrey Zullo.

Approval of Minutes: **Motion:** C. Blake moved the approval of the minutes of the regular May 1, 2012 meeting with the following change under New Business a): the motion on the next to the last sentence should include Jeffrey Zullo as voting aye. P. Parsons seconded the motion, all voted aye and the motion carried.

Public Requests/Comments: Ron Glander, Baldwin Hill Road, spoke about the MOU vote on the school maintenance subject and said the 5/1/12 minutes did not reflect the vote and wanted the details of the vote. He asked for the basis of the decision to incorporate the school maintenance staff into Public Works. Tom Waterfall thanked the Board on behalf of Tri-Town for getting the restrooms open and for its cooperation with Tri-Town. Stacey Morgan then asked the Board to make a motion at a future meeting to be very explicit as to where every dollar of the \$80,000 proposed savings in transferring the maintenance of the school responsibility to Public Works will be from. She would like it on an analysis spread sheet. Ann McCarthy of Park & Recreation thanked the Board for the bathrooms being open again.

Selectmen's Requests: **Motion:** J. Zullo moved to add to New Business d) Discuss Questions from Ron Glander, and to add to New Business e) Discuss Questions from Stacey Morgan. Diane Knox seconded the motion, all voted aye and the motion carried.

Resignations

Interviews, Appointments & Reappointments

a) Interview Gerald Gault for Cable Television Advisory Council: C. Blake asked Mr. Gault how he thought he could be effective. He said he can talk easily with the representatives of the cable company, and thought he could be a positive voice for the community. **Motion:** C. Blake moved to appoint Gerald Gault to the Cable Television Advisory Council with term expiration of June, 2013. D. Knox seconded, all voted aye and the motion carried.

b) Reappoint Renée Betar to Economic Development Commission, term expiration 6/2015

c) Reappoint John Hamill to Inland Wetlands Commission, term expiration 6/2015

d) Reappoint David Dean to Economic Development Commission, term expiration 6/2015

e) Reappoint David Pavlick to Board of Ethics, term expiration 6/2015

f) Reappoint Abby Conroy to Inland Wetlands Commission, term expiration 6/2013

g) Reappoint Dr. Frank Schildgen to Inland Wetlands Commission, term expiration 6/2015

h) Reappoint Meredith Blake to Board of Ethics, term expiration 6/2015

i) Reappoint Diane Fredsall to Park and Recreation Commission, term expiration 6/2016

j) Reappoint Mitchell S. Fishman to Economic Development Commission, term expiration 6/2015

Motion: J. Zullo moved to reappoint b) through j) as above and C. Blake seconded. All voted aye and the motion carried.

Declining Reappointment: Jeffrey J. Zullo from Inland Wetlands Commission, alternate member

Liaison Reports/Commission-Committee Minutes: 4/2/12 P&Z minutes; 4/25/12 Board of Finance special meeting minutes; 4/25/12 Board of Finance Annual Town Budget Hearing minutes; 5/9/12 Special Board of Finance minutes; 4/25/12 Economic Development Commission minutes (draft); 4/12/12 WPCA 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
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: Motion: C. Blake moved to approve 4 tax refunds, for a total of \$93.67, in accordance with the Tax Collector's memo dated 5/11/12. D. Knox seconded, all voted aye and the motion carried.

Transfers: None

Old Business

a) Town Hall Building Committee Update – J. Zullo: Mr. Zullo reported the Committee is beginning the process of needs re-assessment from John Martin. He has been meeting with different departments and getting the square footage together. He asked for clarity from Mr. Paul on what the Town is obliged to provide for the Probate Court facilities and Mr. Paul said there is a State Statute that explains the responsibilities.

b) Community Field Restrooms: Mr. Paul reported the restrooms are open but the Town is not doing anything more until they know what Park and Rec's plan is for potential adjustments to the Community Field, Town Beach and Northfield ball field in the Capital budget. Park & Rec Director Brent Hawkins said the restrooms reopened on May 7th, the town hired a cleaning crew to clean them Mondays, Wednesdays and Fridays, and there is now an agreement with Tri-Town that the Town opens them in the morning, and Tri-Town will lock them at night. One portable restroom will remain for the times the restrooms are locked. C. Blake expressed his appreciation that this escalated issue has been calmed down in a cooperative way. D. Knox suggested hand sanitizers be used at the window of the snack bar. J. Healy said that Torrington Area Health prefers warm water and soap. He also estimated the cost of opening the restrooms at \$1,100. The money will come from the Park & Rec's programming account.

New Business

a) Bantam Post Office Lease: L. Paul explained that the lease with the Bantam Post Office will be expiring in 2/2013. Its agent, CBRE, is asking the Town, in the next five-year lease, to reduce the rental fees from \$54,000 to \$48,600 over three years, plus two months free rent (\$8,100 rebate), and for a 5% commission fee paid to CBRE on the value of the lease arrangement (\$7,300). The rent for the two remaining subsequent years of the lease would be at \$48,600. He did not recommend accepting this new lease arrangement and called it outrageous. **Motion:** J. Zullo moved to reject this proposal without prejudice C. Blake seconded. All voted aye and the motion carried.

b) CRRA/USA Hauling Contract: Mr. Paul explained that CRRA is the proposed contractor for municipal solid waste. Town Counsel Mike Rybak has reviewed the contract. Paul Nonnenmacher, CRRA, introduced its President Tom Kirk and Peter Egan, Director of Environmental Affairs and Development. He then explained there were several contract options for perusal on their website. They discussed the Tier 2 contract, strictly for garbage. The term runs through 6/30/15. The price will drop from \$69/ton to \$64.50/ton as of 11/15/12 under the Tier 2. Recyclables are \$22.50 for 3 years. CRRA said the Tier 1 was advantageous because it give the opportunity to exit the contract if the price goes above \$61.50/ton. Leo Paul thanked the gentlemen for the presentation and said they would talk to USA and discuss. J. Zullo asked the Board to work closely with the Board of Finance to find the right deal. There are other options besides Tier 1 and Tier 2. They agreed to discuss again at the next meeting in executive session with a spread sheet provided by J. Healy.

c) Award Bid for Cleaning Fire Ponds: Motion: J. Zullo moved to award the fire pond cleanout job to low bidder Knox Construction as recommended by Jack Healy. P. Parsons seconded the motion. J. Healy explained that the Capital Committee has money to clean the ponds. There are several and they have not been cleaned in several years. The two that were chosen, Hemlock Hill and Headquarters Road, need extra work and were top priority. He has done an evaluation of all the fire ponds and will be more aggressive

about cleaning them. No wetlands permits were required. Upon voting all voted aye except Diane Knox, who abstained, and the motion carried.

d) Discuss Questions from Ron Glander: Regarding the vote in the 5/1/12 minutes on the Memorandum of Understanding, the motion was clear and the vote was clear at the end. His next question involved the basis for the decision that \$80,000 would be saved with the merging of the school maintenance staff into Public Works. L. Paul explained they had been talking about this change for years as a result of poor maintenance on LIS and LHS prior to the \$33 million renovation, and they were concerned that the Board of Education did not seem to be spending their total maintenance budget. The Board of Finance had urged the Town to move the maintenance function over to the Town's Public Works Department. D. Knox, former Chairman of the Board of Education, always felt that was the right thing to do, that the Board of Education should be spending money to educate children. Jeff Zullo, former Board of Finance member, also said there have been discussions for ten years, resulting in a trial with the Town managing the school buildings and outside maintenance. All three boards have since been in discussions for 1-1/2 years regarding transferring the custodial function as well. He then explained the history of how they estimated the \$80,000 savings with this change. L. Paul said there are union issues to be worked through before management of employees changes. Many decisions for costs savings will not be determined until they are working with custodial employees to find opportunities for better efficiency. They will also look at cost savings in contracts. He then told Mr. Glander that at this time there is no detailed list of the cost savings. C. Blake said that there currently appears to be extra dollars unspent in the school maintenance budget at the end of the fiscal years. There will be a detailed report of where the savings are coming from after the Town is able to control it. J. Zullo asked to delay the signing of the MOU until the timing is in place for the transfer of responsibility and the \$1.1 million budget to Public Works. L. Paul said the MOU must be signed before we can even go into the schools to study and get this process moving. D. Knox said it is difficult to do a financial analysis with the Board of Education's financials because their budget is set up differently from the Town's and line item transfers cannot be tracked. L. Paul suggested that the budget should be more specific in time for the next 2013 budget year. P. Parsons said the process will take time but must go forward to get the system in place, and that the taxpayers would not be hurt by not putting \$80,000 savings into the budget now as the mil rate would not change.

e) Discuss Questions from Stacey Morgan: These questions were answered in the previous item.

Correspondence

Motion: P. Parsons moved to adjourn at 7:10 p.m. and C. Blake seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman