

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, NOVEMBER 4, 2014
TOWN OFFICE BUILDING - 5:30 P.M.

Call to Order: First Selectman Leo Paul called the meeting to order at 5:30 p.m. Also present were Selectmen Jeffrey Zullo, Diane Knox and Jonathan Tarrant. Paul Parsons was unable to attend.

Approval of Minutes: **Motion:** J. Tarrant moved to approve the regular meeting minutes of October 21, 2014. D. Knox seconded. All voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: **Motion:** J. Tarrant moved to add to the agenda under Interviews b), "Interview Raymond Schmid for Park and Recreation Commission, term 6/2016." J. Zullo seconded, all voted aye and the motion carried.

Mr. Paul then informed the board of a meeting he had with members of the Seherr-Thoss Foundation and the Town Attorney. They now have to change how they conduct business per new IRS rules. They have applied, as a tax exemption, to be a supporting organization, with the Town as the supported organization. They have requested a private letter ruling from the IRS and have received that letter back. They will now have a closer relationship with the Town. The Board of Selectmen will now need to endorse the Foundation's recommended disbursement of funding. There will be an agreement drafted for the Selectmen's review before the next meeting. At the second meeting in December the selectmen will approve the distribution of funds. This will occur twice a year going forward.

Resignations: None

Interviews, Appointments & Reappointments

a) **Interview Pamela M. Orde for Park and Recreation Commission, term 6/2018:** It was agreed to postpone this item until Ms Orde's arrival.

b) **Interview Raymond Schmid for Park and Recreation Commission, term 6/2016:** Mr. Schmid said that he is retired and has time to give back to the Town. He has worked for 35 years for the DEEP Department of Fish and Game. He would like to further the use of the Town Beach and encourage children to be outside. **Motion:** J. Zullo moved to appoint Raymond Schmid to the Park and Recreation Commission for term 6/2016. J. Tarrant seconded, all voted aye and the motion carried.

Liaison Reports/Commission-Committee Minutes: 10/20/14 Board of Finance minutes; 9/11/14 & 9/25/14 Fire Commission minutes; 9/23/14 & 10/28/14 Conservation Commission minutes; 9/24/14 & 10/29/14 Economic Development Commission minutes; 10/9/14 (special) & 10/15/14 Board of Education minutes

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: 3 alternate members 6/2015, 6/2016, 6/2017
Litchfield Prevention Council: 3 alternate members, two 6/2016, 6/2017
Milton Historic District Commission: 3 alternate members 1/2015, 1/2015, 1/2019
Park & Recreation: 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: 2 regular members 3/2015, 3/2018

Tax Refunds: **Motion:** J. Zullo moved to approve the tax refunds for a total of \$335.49, and submitted by Tax Collector Nancy Southard. D. Knox seconded, all voted aye and the motion carried.

Old Business

a) **South Lake Street Parking Update:** L. Paul reported Jack Healy is working on the survey and the study is progressing.

New Business

a) **Discuss Adoption of Proclamation for Litchfield Housing Trust 25th Anniversary:** **Motion:** J. Tarrant moved to adopt the proclamation as presented and D. Knox seconded. Mr. Paul said the Town is so lucky to have the Housing Trust and he thanked member Jeff Zullo. Upon voting all voted aye except Jeff Zullo, who abstained because of his membership on the Housing Trust board, and the motion carried.

b) **Adopt 2015 Regular Meeting Schedule:** Discussing the possibility of holding an evening meeting to accommodate more public, D. Knox said that we have tried this in the past and she has not seen a change in attendance. The other members agreed and felt it was best to leave it at 5:30 p.m. **Motion:** D. Knox moved to adopt the Selectmen's 2015 regular meeting schedule as drafted, and J. Tarrant seconded. All voted aye and the motion carried.

c) **Recommendation for Fleet Management Program – J. Healy:** Mr. Healy explained the system they have been using is so old it is no longer supported. Since they want a program that is supported under Munis, this Tyler Technologies proposal would allow the different areas to communicate with use of the Munis software. There is \$42,000 allocated in Capital funds and the contract is \$35,778. **Motion:** J. Zullo moved to approve the Tyler Munis software for fleet management as presented by Jack Healy. Jon Tarrant seconded, all voted aye and the motion carried.

Motion: J. Zullo moved to temporarily suspend the meeting at 6:00 p.m. to wait for Ms Orde to arrive for her interview. J. Tarrant seconded, all voted aye and the motion carried. The meeting was reconvened by L. Paul at 6:02 p.m. and the interview with Ms Orde took place. She said she grew up in Harwinton and has been a resident of Litchfield for 12 years. She works for the State of CT Dept. of Children and Families. She is on the executive board of the PTO and Litchfield Education Foundation. She has a 5th grader and would like to involve the next generation with recreation programs. **Motion:** J. Tarrant moved to appoint Pamela M. Orde to the Park and Recreation Commission, with term expiration of 6/2018. J. Zullo seconded, all voted aye and the motion carried.

Correspondence: None

Adjournment: **Motion:** J. Tarrant moved to adjourn at 6:05 p.m. and D. Knox seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman