

REGULAR MEETING OF THE LITCHFIELD BOARD OF SELECTMEN
TUESDAY, OCTOBER 16, 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. Also present were Selectmen Jonathan Tarrant, Diane Knox, Paul Parsons and Jeffrey Zullo.

Approval of Minutes: **Motion:** J. Tarrant moved to approve the regular meeting minutes of October 2, 2012, and D. Knox seconded. J. Zullo amended the motion to correct the second on the motion under Selectmen's Requests from J. Zullo to P. Parsons. Upon voting on the motion as amended, all voted aye and the motion carried.

Public Requests/Comments: None

Selectmen's Requests: None

Resignations

a) Jeffrey Corning from Social Services Board, effective 9/30/12: Received and noted.

Interviews, Appointments & Reappointments: None

Liaison Reports/Commission-Committee Minutes: 9/13/12 WPCA minutes; 9/20/12 Sandy Beach Commission minutes; 10/3/12 Board of Education minutes (draft)

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

Beautification Commission: 2 regular members 2/2015, 2/2014; 1 alternate 2/2013

Economic Development Commission: One regular member 6/2013; 1 alternate 6/2013

Inland Wetlands Commission: 1 regular member 6/2014; 1 alternate member 6/2013

Milton Historic District Commission: 2 alternate members 1/2015

Park & Recreation: 1 regular member 6/2014; 2 alternate members: 6/2013, 6/2014

Recycling Committee: 4 members, 2/2015, two 2/2013, 2/2014

Social Services Board: 1 member, 2/2015

Town Hall Building Committee: 1 member, 3/2015

Veteran's Advisory Committee: 2 regular member 8/2013, 8/2015; 2 alternate members 8/2015

Water Pollution Control Authority: 1 regular member 1/2013; 1 alternate member 1/2015

Tax Refunds: **Motion:** P. Parsons moved to approve the 21 tax refunds for a total of \$2,556.37 as presented by the Tax Collector, and D. Knox seconded. All voted aye and the motion carried.

Transfers

a) **Transfer #1 - \$1,060,000 Board of Education School Maintenance Transfer of Duties:** L. Paul explained this transfer was discussed at the last meeting. He passed out excerpts of the Memorandum of Understanding supported by the Board of Education which directs that the money would be transferred. The BOE has subsequently voted to move \$1,060,000 by direct transfer. The Board of Finance has also approved the transfer.

Motion: J. Tarrant moved to approve Transfer #1 as stated above, and J. Zullo seconded. J. Zullo pointed out that the Board of Education cannot approve a transfer and noted that "endorse" would have been more accurate. Mr. Paul qualified that the motion was not even needed because the BOE's approval was in its signature on the MOU. P. Parsons said it was good that they

attempted to be clear and that everything worked out well. Mr. Zullo then said it is important to show the public this move is being done in the interest of efficiency and productivity.

Amendment: Mr. Zullo moved to amend the motion that with this transfer the Board of Selectmen will endeavor to reduce the F/Y 2013/14 school maintenance budget by \$80,000 from the \$1,060,000 to \$980,000 and further demonstrate to the taxpayers its commitment to a significant improvement in the efficiency and productivity of building maintenance in the Town. D. Knox seconded the amendment.

Discussion: L. Paul said originally the \$80,000 was based on taking over the maintenance function on July 1, 2012. He said we have already committed to saving as much of the \$80,000 as possible based on taking over July 1st through the end of the fiscal year, even though there were two months without the opportunity to work on making progress. He was concerned with adding to a motion unnecessarily because we have already committed to doing this. While he supports the amendment, he felt it was not appropriate to attach it to a transfer that will go to Town Meeting. J. Tarrant could see confusion generated in the public's mind in looking for \$80,000 savings in this year's budget by June 30th and then another \$80,000 in the following budget. Both he and P. Parsons felt they were in agreement with the endeavor, but thought it should be separated from the motion.

Amendment Withdrawn: J. Zullo withdrew his amendment to the motion and D. Knox withdrew her second.

Vote: Upon voting on the motion all voted aye and the motion carried.

Motion: J. Zullo moved to acknowledge that with Budget Transfer #1 of \$1,060,000, that the Board of Selectmen will endeavor to reduce the F/Y 2013/14 school maintenance budget by \$80,000 from the \$1,060,000 to \$980,000 and further demonstrate to the taxpayers its commitment to a significant improvement in the efficiency and productivity of building maintenance in the Town. P. Parsons seconded the motion.

Discussion: L. Paul said he would like the \$80,000 savings to be retroactive to 7/1/12, but cannot determine what money has been expended for what purposes in the two-month period. He still does not see the need for a motion to state the obvious commitment to try to save the money and improve efficiencies in the entire operation.

Vote: Upon voting J. Zullo, P. Parsons, D. Knox and J. Tarrant voted aye and L. Paul voted nay; motion carried, 4-1.

Old Business

a) **Town Hall Building Committee Update – J. Zullo:** There is a meeting tomorrow night to begin to finalize the report. All information is ready and a powerpoint presentation will be added to the findings report. L. Paul asked if Jack Healy had presented figures on renovation costs of current town hall facilities, and he said no and added that that will not be part of the Committee's findings. He is hoping the Committee will present to the Board of Selectmen in November.

b) **Park and Recreation Ten-Year Plan Update:** Brent Hawkins was present with Park and Recreation Commission member Diane Fredsall to update the Board on its progress and priorities for presentation to the Capital Improvements Committee, who had provided monies for them to hire an engineer to devise a ten-year feasibility plan for the scope of work along with prices of the projects. There are two plans for Community Field. One involves a new gym, storage, and offices for Park and Recreation, along with a new concession stand, rest rooms and a long porch of outside seating at a cost of \$4.6 million. All buildings would be raised at the site.

The second plan also involves raising all the buildings and erecting a new building for offices for Park and Recreation, along with concession stand, rest rooms and storage areas at a cost of \$1.13 million. The ten-year plan calls for reworking the ball field on Knife Shop Road including trail building at \$275,000, and would be the first project to present to Capital. Also in the ten-year plan are improvements at the Litchfield Town Beach, including demolishing the changing house, abandoning the old well, building new rest rooms, clearing trees, dredging the swimming area, upgrading the boat launch, improving the parking area, and building a pavilion. Total cost of this project is \$415,000. P. Parsons asked that Mr. Hawkins return before Capital meetings begin with the list of projects prioritized.

New Business

a) **Introduce and Confirm Facilities Manager Hire:** L. Paul introduced Joe Tofuri as the Hiring Committee's selection. They interviewed five people and found Joe to have great credentials. He is currently employed in Florida doing the same job in a school district there, and has the skills necessary to expand the position to include the Town facilities. Mr. Tofuri said he is originally from Massachusetts and is anxious to return. He previously worked for 17 years at Universal Orlando Resorts as a Facility Manager. Communication and costs savings are priorities in his work. L. Paul said that he would oversee all the Town and school buildings, managing buildings and grounds, working with contracts and with staff, while under the direction of Jack Healy. He will have managerial duties over all the custodians and two employees on the Public Works facilities staff. **Motion:** D. Knox moved to confirm the Facilities Manager hire of Joe Tofuri, with a start date of November 12, 2012. J. Torrant seconded the motion. All voted aye and the motion carried.

b) **LMEA Contract Approval:** L. Paul explained everything is the same as the Supervisors Contract with the pensions. The defined benefit plan will begin contributions in 2015/16, the last year of the contract. The defined contribution plan begins for new hires after 7/1/12. Salary increases are 3 percent for each of the four years, with elimination of step promotions. **Motion:** J. Torrant moved to approve the LMEA contract, AFSCME 1303-329, for 7/1/12 through 6/30/16 as presented. D. Knox seconded. Upon voting all voted aye and the motion carried.

c) **Adopt 2013 Meeting Schedule:** **Motion:** D. Knox moved to adopt the 2013 Selectmen's meeting schedule as presented and P. Parsons seconded. All voted aye and the motion carried.

Correspondence: **Motion:** P. Parsons moved to adjourn at 6:19 p.m. and D. Knox seconded. All voted aye and the motion carried.

Leo Paul, Jr., First Selectman