

BOARD OF SELECTMEN MEETING
August 5, 2013 – 7:30 P.M.
BROOKFIELD HIGH SCHOOL MEDIA CENTER
[Draft Minutes and subject to approval by the Board of Selectmen]

CALL TO ORDER: Mr. Davidson called the meeting to order at 7:38 PM.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PRESENT: First Selectman William R. Davidson, Selectman Howard Lasser, Selectman George Walker, Controller William Leverage, members of the public, Emily Cole Prescott, Recording Secretary

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: There was no public comment at this time.

ANNOUNCEMENTS:

- Small Cities Community Development Block Grant Program – Mr. Davidson explained that last year funds were awarded from this program for which Brookfield residents of low and moderate income could apply for an interest-free loan that must be paid back by either the homeowner or when the house changes title. Mr. Davidson stated that the Town has just received another \$400,000 from this program, and is eager for residents to apply for these loans through this program.
- Brookfield's 225th Anniversary Celebration – Mr. Davidson stated that this month's anniversary celebration is a boat tour on Lake Lillinonah. Anyone interested must make reservations by August 13th for the August 17th boat tour, and the Bridgewater Boat Ramp on Route 133 is the meeting location.
- Household Hazardous Waste Collection Day will be held on September 28th.
- Farmers Market – Mr. Davidson noted that the Farmers' Market is held Fridays through August from 4-6 PM.

CORRESPONDENCE: Mr. Davidson noted correspondence received from the Planning Commission, indicating that the Planning Commission supports the 8-24 referral for the Parks Revitalization Plan.

MONTHLY FINANCIAL RESULTS: Controller Leverage reported the monthly financial results.

NEW ITEMS

WHISPERING GLEN SECTION TWO SUBDIVISION: Mr. Davidson stated that he has been informed by both the Community Development Director Katherine Daniel and the Town Engineer Ralph Tedesco that this is a routine matter. **Mr. Lasser made a motion to approve the open space for 101 Obtuse Hill Road. George Walker seconded the motion, and it carried unanimously.**

HAZARD MITIGATION GRANT PROGRAM: Mr. Davidson stated that the Housatonic Valley Council of Elected Officials is doing this study, which is part of a federal program. Mr. Davidson also noted that the Town has made a pre-application for Meadowbrook Manor pending the completion of this study. **Mr. Lasser made a motion to approve the letter of intent for the Hazard Mitigation Grant Program. Mr. Walker seconded the motion, and it carried unanimously.**

REVISED EMERGENCY CONTINGENCY PLAN FOR ELECTIONS: Mr. Davidson mentioned that the Selectmen had approved an emergency contingency plan in the past, but that this plan now has the

appropriate revisions based on the comments received from the State. **Mr. Walker made a motion to approve the revised Emergency Contingency Plan for Elections, and Mr. Lasser seconded the motion. Motion carried unanimously.**

UPDATES

PARKS REVITALIZATION PROGRAM: Mr. Davidson noted that the special Town Meeting set a date of September 17th for a referendum for this program. Mr. Davidson mentioned that an informative mailer will be sent to residents to explain some of the details of the project. Mr. Davidson noted that after the \$750,000 state grant, the net cost to the Town for the project is between 4 and 4.5 million. Mr. Lasser clarified that the gross amount is appropriated, but the net amount is bonded.

MEADOWBROOK MANOR: Mr. Davidson reported that Town Engineer Ralph Tedesco has informed him that the State Department of Energy and Environmental Protection is allowing the original rain fall data to be used for the calculations. Mr. Davidson also noted that the State approval is still necessary for this area, regardless if FEMA funding is granted.

LIBRARY COTTAGE: Mr. Davidson stated that a local contractor has done much work. The Town is one step from having a new auction for the sale of the property, which is to acquire slope rights from the Brookfield Country Players. Mr. Davidson stated that the cottage on the property could possibly be repurposed as a garage, but not a residence. Mr. Davidson stated that there is room on the property for a home, and a septic system has also been approved on the lot. Mr. Davidson stated that the driveway is also approved, so all of the pieces are there for someone to build a house that meets the requirements. Mr. Davidson stated that at some point the Selectmen must determine a minimum price for the auction. Mr. Davidson also reported that a roofer had patched the hole in the barn.

C-PACE PROGRAM: Mr. Davidson noted that this item was discussed a couple of months ago. Mr. Davidson noted that the YMCA would like to take advantage of this program. Mr. Davidson explained that this program could also be used by private commercial entities for improvements to heating, air conditioning and other environmental concerns. Mr. Davidson stated that this program is funded by the State of CT as an effort to support and enhance businesses aimed toward energy efficiency. Mr. Davidson explained that the State qualifies the applicants and lends the money, but the Town collects the money for the State annually and gives it to the State. This money is collected as an additional item on the Tax bill as a re-payment. Mr. Davidson stated that he has spoken with Tax Collector Roberta Sinatra regarding how much to charge for the administrative fees to collect this money. Mr. Davidson suggested that a \$25 annual administrative fee be charged on each tax bill for this administrative cost. **Mr. Lasser made a motion that the Selectmen approve the Brookfield Commercial Property Assessed Clean Energy Agreement. Mr. Walker seconded the motion.** Mr. Davidson stated that as a procedural matter, he will direct the Town Tax Collector to charge a \$25 fee for the administrative cost for the billing. **Motion carried unanimously.**

WPCA Discussion – Mr. Davidson asked for a motion to add this item to the agenda for further discussion. Mr. Davidson stated that he had written to the WPCA earlier today to inform them that the item would most likely be discussed at this evening's meeting. Mr. Davidson explained that he had been waiting to hear back from Town Attorney David Grogins, who was in contact with the Town's bond lawyer regarding the issue of the segregation of benefit assessment funds. Mr. Davidson reported that the state statute directly talks to the Town establishing a separate fund for the assessments, subject to certain caveats in the bonding agreements. Mr. Davidson mentioned that Attorney David Grogins has contacted Attorney Jeffrey Sienkiewicz regarding the matter. **Mr. Lasser made a motion to add the WPCA Discussion to the agenda as agenda item 3.e. Mr. Walker seconded the motion, and it carried unanimously.** Mr. Davidson stated that the Selectmen have a working paper that was discussed on Wednesday of last week. It would be appropriate if a special fund is established for the benefit assessments and that the current

ordinance be revised. Mr. Walker stated that he would like to see what Attorney Jeffrey Sienkiewicz and Attorney David Grogins say about this matter. Mr. Lasser suggested that the ordinance revision be drafted in time so it may be reviewed by the next meeting, so at that meeting the Board of Selectmen will be able to set a public hearing for the matter. Mr. Davidson stated that hopefully the two attorneys will agree that it is appropriate to segregate the funds and have them under dual control.

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES:

- 07/01/13; 07/15/13 – Mr. Davidson noted that in the write-up of the 07/01/13 minutes, on the second page, the sentence should read: “Mr. Davidson noted that usually the contract is a three-year contract .

NEW HIRE REPORT:

- Dana Dean, Assessors Aide
- Michelle DiBella, Town Clerk’s Aide
- Francis Lollie, Zoning Enforcement Officer Assistant
- Christopher Campbell, Police Officer

Termination:

- Julie Blick, Assessors Aide
- Joseph Lamparelli, Police Officer (staying on as special duty officer)

SELECTMEN APPROVALS FOR ROUTINE MATTERS: Residential Lease Agreement – 18 Junction Road

DRIVEWAY BOND RELEASES:

- 32 Knollcrest Drive #1995
- 12 Farview Road #1994
- 13 High Ridge Road
- 28 Oak Grove Road
- 6 Johns Road
- 24 Ironworks Hill Road
- 135 Candlewood Lake Road
- 484 Candlewood Lake Road
- 57-61 Commerce Drive
- 3 New Bridge Road
- 4 Woodview Drive
- 4 Baldwin Hill Road
- 80 Stony Hill Road
- 32 Sunset Hill Drive
- 61 Commerce Drive
- 15 Broadview Road
- 15 Farview Road
- 17 Farview Road
- 1 Deerfield Road
- 8 Greenridge Drive
- 1 Cawdor Burn Road
- 3 Cawdor Burn Road
- 4 Trailing Ridge Road

EXCAVATION BOND RELEASES:

- 11 Ashwood Lane
- 25 Lillinonah Drive
- 14 Overlook Drive

CONSENT AGENDA MOTION: Mr. Lasser made a motion to approve the consent agenda [subject to the one modification of the 07/01/13 minutes]. Mr. Walker seconded the motion, and it carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS –

- Michael Steele, Reappointment to Brookfield Housing Authority – **Mr. Walker made a motion to appoint Michael Steele to the Brookfield Housing Authority. Mr. Lasser seconded the motion, and it carried unanimously.**
- Nancy Tolmoff, Economic Development Commission – **Mr. Lasser made a motion to appoint Nancy Tolmoff to the Economic Development Commission. Mr. Walker seconded the motion, and it carried unanimously.**
- Neil Coppola, Alternate to Regular Member, Zoning Board of Appeals – **Mr. Walker made a motion to appoint Neil Coppola to the Zoning Board of Appeals. Mr. Lasser seconded the motion, and it carried unanimously.**

PUBLIC COMMENT: There was no public comment at this time.

ADJOURN: Mr. Lasser made a motion to adjourn at 8:18 PM. Mr. Davidson seconded the motion, and it carried unanimously.

William R. Davidson
First Selectman
Approved by the Board of Selectmen at regular meeting held on 9/9/13.