

**BOARD OF SELECTMEN MEETING**  
**MINUTES**  
**DECEMBER 3, 2012 – 7:30 P.M.**  
**BROOKFIELD HIGH SCHOOL MEDIA CENTER**

**CALL TO ORDER:** First Selectman William R. Davidson called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by all.

**PRESENT:** William R. Davidson, First Selectman; Howard Lasser, Selectman; George Walker, Selectman; William Leverence, Controller; members of the public and press; Virginia Giovanniello, Recording Secretary.

**PUBLIC COMMENT:** The following resident(s) addressed the Selectmen:

- Rich Saluga, 32 Great Heron Lane, regarding his FOI request relating to an assessment over a year ago.

**ANNOUNCEMENTS:** Mr. Davidson announced the following:

- Brookfield Matters was published on December 1<sup>st</sup>.
- The year 2013 is the Town's 225<sup>th</sup> Anniversary celebration. Opening ceremonies will be on Sunday, January 6<sup>th</sup> at 4:00 p.m., and will be celebrated at the Congregational Church, as they have sufficient parking and seating. All activities will be posted on the town website. Mrs. Susan Murphy, Executive Director of the Chamber of Commerce, has headed up this community event and has recruited various town organizations.
- The Town Charter on the website now reflects the changes that have been incorporated into the Charter. The Charter was amended to allow the Board of Selectmen to place "non-binding" questions on the ballot for the town and education portions of the budget. The potential response to such questions shall be limited to and exclusively listed as "too Low", "adequate" or "too high." Due to an oversight, the information to establish the ballot wording was conveyed as "appropriate" and this was an error. The two words mean substantially the same thing and will remain as "adequate".
- Mr. Lasser reported that the Water Pollution Control Authority agreed to reduce the interest rate on the sewer line from 3% to 2%, and saves the town as ratepayer as well. There will be a Public Hearing on outlet capacity charge and he suggested the Selectmen attend the meeting.

**CORRESPONDENCE:** There was no correspondence.

**ADOPTION OF BOARD OF SELECTMEN 2013 MEETING SCHEDULE:** George Walker made motion to adopt the 2013 Board of Selectmen Meeting Schedule as noted. Motion seconded by Howard Lasser, and carried unanimously.

Monday, January 7  
Monday, February 4  
Monday, March 4  
Monday, April 1  
Monday, May 6  
Monday, June 3  
Monday, July 1  
Monday, August 5  
Monday, September 9  
Monday, October 7  
Monday, November 4  
Monday, December 2

**MONTHLY FINANCIAL RESULTS:** Controller William Leverence reported on the Town's monthly financials.

## NEW ITEMS

**REQUEST FOR SEWER EXTENSION AT 20 VALE ROAD:** An overview of the project was presented by Mr. Steve Sullivan from CCA and Mr. Greg Steiner, property owner. At conclusion of discussion, **Howard Lasser made motion to make a positive recommendation of the WPCA's request [pursuant to Section 71-6 of the Code of Ordinances] for a proposed public sewer extension to service property at 20 Vale Road. Motion seconded by George Walker, and carried unanimously.**

**PRELIMINARY DISCUSSION OF SOUTHERN WATER LINE PHASE III:** Mr. Martin Handshy, Water Consultant to the Selectman, stated that Phase III could be finished sometime next summer with another 800 feet from Candlewood Lake Road to the Danbury border. A Special Town Meeting will be scheduled in the next few months in order to move forward with the Phase II project.

## UPDATES

**SOUTHERN FEDERAL ROAD WATER LINE PHASE II PLANS:** Mr. Martin Handshy, Water Consultant to the Selectman, provided accounting details on the project. He stated there is now a continuous water line to Candlewood Lake Road and are getting very close to accomplishing their goal on having a water line from Brookfield to the Danbury town line. He stated that the project is also under budget on the actual construction. Mr. Handshy stated he believed that benefit assessments will be at fifty percent of what they originally estimated, and that was good news to all business owners along Federal Road. Pressuring, testing and flushing of the system are now taking place by Aquarion. All systems should start coming online early next year. Mr. Davidson noted there are some areas where a 12 inch pipe was replaced by a 16 inch pipe and still all within budget.

**REVIEW OF PROPOSED POLICY – POLICE OUTSIDE SERVICE FUND:** The Selectmen modified the second paragraph to state instead of "*Annually, in May or June*, the Board of Selectmen shall review the fund balance in the account" will be replaced with "*Annually, prior to the end of the fiscal year*, the Board of Selectmen shall review the fund balance in the account." At conclusion of discussion, **Howard Lasser made motion to adopt the Policy for the Police Department Outside Service Fund as amended. Motion seconded by George Walker, and carried unanimously.**

**PARKS & RECREATION ORDINANCE SECTION 46-5(I):** A Public Hearing was held prior to the Board of Selectmen Meeting. The Selectmen modified the second paragraph to state instead of "*Annually, in May or June*, the Board of Selectmen shall review the fund balance in the account" will be replaced with "*Annually, prior to the end of the fiscal year*, the Board of Selectmen shall review the fund balance in the self-sustaining account." At conclusion of discussion, **Howard Lasser made motion to approve the modification in the Parks & Recreation Ordinance Section 46-5 (I). Motion seconded by George Walker, and carried unanimously.** The Parks & Recreation Ordinance Section 46-5 (I) will be effective twenty-one days after publication in the newspaper.

**INLAND-WETLANDS FEE SCHEDULE ORDINANCE:** A Public Hearing was held prior to the Board of Selectmen Meeting. At conclusion of discussion, **George Walker made motion to approve the Inland-Wetlands Fee Schedule Ordinance modifications. Motion seconded by Howard Lasser, and carried unanimously.** The Inland-Wetlands Fee Schedule Ordinance will be effective twenty-one days after publication in the newspaper.

**RETIREMENT BENEFITS ADVISORY COMMITTEE (RBAC):** The Selectmen discussed what direction to request RBAC to proceed in specifically regarding the town's pension and total compensation package, whether it is competitive and appropriate with other town. The Selectmen will request feedback from Labor Attorney Pat McHale to evaluate which direction to go and determine the biggest drivers of cost. Mr. Lasser stated the RBAC is meeting this week, and he will bring up this topic to them.

**ECONOMIC DEVELOPMENT COMMISSION WEBSITE:** The Selectmen discussed the EDC's website objections and mission. The current EDC website is functional and administratively efficient. The EDC has expressed the

need for a newly designed website as a communication vehicle to sell the positive attributes and economic strengths of the town. Mr. Davidson suggested the need to take a step back and understand what direction to go as the answer is not just a website, but also a missing piece is that the town does not have an Economic Development Director who could also oversee and maintain a website. Mr. Walker noted the importance of the CERC link and possibly having it on the town's website.

**FACILITIES PLANNING REPORT:** The Selectmen discussed their next course of action and how to go forward with the Facilities Planning Report that was presented in October. There were three next steps in the report: a) to re-establish the Facilities Committee (at least in part) as the advocate for the civic spaces element of the Four Corners Revitalization Plan; b) commit funds to explore concepts for a Library of the future; and c) explore options for acquiring property at Four Corners for Library and possibly field house. They discussed the first step of re-establishing the Facilities Committee and possibly tying in with the School's Facilities Committee. The Selectmen discussed capital maintenance for the next five years, having a one-time capital investment project, and the ability of taxpayers to support and reasonably finance the projects. The Selectmen agreed that formal conversations with the Board of Finance start taking place in order to move forward with a viable plan of implementation.

**POLICE UNION CONTRACT:** Mr. Davidson announced the first arbitration session is scheduled for December 7<sup>th</sup>.

**MEADOWBROOK MANOR/HILLSIDE CIRCLE:** Mr. Davidson reported that the State DOT stated they needed another thirty days to continue their review.

**WATER ASSESSMENTS:** Mr. Davidson reported that a meeting needs to take place with Martin Handshy, Water Consultant to the Selectman and Mr. Steve Sullivan, CCA, to modify the water ordinance.

**TOWN OWNED COTTAGE AND BARN ADJACENT TO BROOKFIELD LIBRARY:** Mr. Davidson reported that conditions for the sale of the property needs to be noted so everyone is aware of what they, as well as an 8-24 referral to Planning and a Special Town Meeting. He has been in touch with a professional auction company who would auction to sell the property, or he could use the services of the Town Attorney for the auction to sell.

**CELL TOWER:** Mr. Walker gave an update on the status of the cell tower negotiations. Resident Pete Peterson was delegated by the Selectmen to handle the initial cell tower screening phase, and is also developing an agreement with the cell tower company who sells their services to AT&T, Verizon and other carriers. The property they are focusing on is in the vicinity of the Fire department on Pocono Road next to Town Hall. Mr. Walker stated that they are negotiating to get the Fire Department and Police Department communications on the same tower for emergency services and public safety. Mr. Walker stated that probably over the next two months or so, they will have additional feedback and will be ready to present an agreement to the Selectmen.

**STILL RIVER GREENWAY PROJECT:** Mr. Davidson reported that there was a Special Board of Selectmen's Meeting on November 7<sup>th</sup> for a presentation and discussion of the planning and engineering costs of the Still River Greenway multi-use trail. They met with the design consultant and the Town's consultant. This project is at its last stage of cost reviews by the DEEP and the conclusion of requirements by the Army Corp of Engineers. Mr. Davidson stated that, hopefully, in the spring, they will have a project to present to the voters, but they are not there yet. There are very difficult environmental issues along the Still River. The STEAP grant request in the amount of \$500,000 will contribute towards this project and it would be used towards the Town's 20% match.

**EMPLOYEE NON-UNION HANDBOOK:** At conclusion of discussion, Howard Lasser made motion to approve the changes in the Non-Union Employee Handbook. Motion seconded by George Walker, and carried unanimously.

Howard Lasser made motion to add item regarding a resolution to establish the "Support Fund for the Pension Trust Fund" to the agenda. Motion seconded by George Walker, and carried unanimously.

**RESOLUTION TO ESTABLISH THE "SUPPORT FUND FOR THE PENSION TRUST FUND:** At conclusion of discussion, Howard Lasser made motion to approve the resolution to establish the Support Fund for the Pension Trust Fund. Motion seconded by George Walker, and carried unanimously.

## **CONSENT AGENDA**

### **BOARD OF SELECTMEN MEETING MINUTES:**

- November 5, 2012
- November 7, 2012

### **NEW HIRE REPORT:**

There are two Police Officer retirements notices that were received during month of November 2012:

- Mark M. Miller – Retirement January 7, 2013
- Douglas Vane – Retirement January 14, 2013

### **DRIVEWAY BOND RELEASES:**

- 1 Manor Road
- 53 High Ridge Road
- 9 Vale Road
- 17 Dairy Farm Road
- 19 Dairy Farm Road
- 6 Baldwin Hill Road
- 9 Fieldstone Road

**CONSENT AGENDA:** Howard Lasser made motion to approve the Consent Agenda excluding Item 4C. Motion seconded by George Walker, and carried unanimously.

**SELECTMEN APPROVALS FOR ROUTINE CONTRACT MATTERS:** a) Contract to hire George E. Sansoucy, P.E. LLC appraisal firm to assist Town Assessor in matters raised by FirstLight relating to property valuation of Candlewood Lake and the Rocky River Development hydroelectric power plant: At conclusion of discussion, Howard Lasser made motion to approve the contract to hire the Appraisal Firm to come out of general legal in the amount of \$7,500 as the budget estimate for Phase I. Motion seconded by George Walker, and carried unanimously.

## **ADDITIONAL MONTHLY AGENDA ITEMS**

**APPOINTMENTS:** The Selectmen did not make any appointments.

**PUBLIC COMMENT:** There was no public comment.

**ADJOURN:** Howard Lasser made motion to adjourn at 9:06 p.m. Motion seconded by George Walker, and carried unanimously.

William R. Davidson  
First Selectman

Howard Lasser  
Selectman

George Walker  
Selectman