

**BOARD OF SELECTMEN MEETING**  
**MINUTES**  
**JULY 7, 2014 – 7:30 PM**  
**BROOKFIELD TOWN HALL – MEETING ROOM 133**

**CALL TO ORDER:** First Selectman William Tinsley called the meeting to order at 7:30 PM.

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

**PRESENT:** First Selectman William Tinsley; Selectman Martin Flynn; Selectman William Davidson; Town Attorney Tom Beecher; members of the public; Recording Secretary Emily Cole Prescott

**PUBLIC COMMENT:** The following person addressed the Board:

- William Davidson, Selectman

**ANNOUNCEMENTS:** Mr. Tinsley made the following announcements:

- Brookfield Matters was published on June 30<sup>th</sup>, and the publication is also in the July 3<sup>rd</sup> *Penny Saver*.
- Mr. Tinsley thanked the Town for the results of the June 24<sup>th</sup> referendum regarding the Capital Projects and Still River Greenway project.
- Concerts in the Park are held on Fridays from 6:30 PM to 8:00 PM until August 29<sup>th</sup>.
- Starting July 17<sup>th</sup>, the Town of Brookfield will begin publishing its Town legal and public notices in *The Penny Saver*, which is published weekly on Thursdays. The savings are projected between \$45,000 and \$60,000 per year. Every resident received an announcement of this change approximately two weeks ago. Many of the legal notices are also published on the Town's website. The notices will no longer be in *The Danbury News Times*.
- The Planning Commission has approved the 8-24 referral regarding the concept of the sanitary sewer extension for the Brookfield Market and the Craft Center.
- There is now a finalized, amended contract for the STEAP Grant for Streetscape Improvements at Four Corners

**CORRESPONDENCE ADDRESSED TO THE BOS:** Mr. Tinsley noted correspondence from the following:

- Email from Municipal Building Committee
- Email from Catherine Malek

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

**NEW ITEMS**

**THE RESIDENCES AT LAUREL HILL:** Consideration of the alternatives for funding in the amount of \$106,000 for Streetscape Improvements – Mr. Tinsley shared several PowerPoint slides depicting some potential sources of funding. The total contract with the State of CT is for \$790,000, which is made of STEAP state grant funds of \$540,000 and Brookfield's matching funds of \$250,000. This amount was approved at a special Town meeting on March 3, 2014. There is a contract requirement with the State which depicts how the funds may be used: \$550,000 for construction (\$430,000 from the State and \$120,000 from Brookfield); up to \$190,000 for architectural and engineering work (\$110,000 from the State and \$80,000 from the Brookfield matching funds). Some of the money set aside for architectural and engineering work has already been spent, as it was used to fund the Fitzgerald & Halliday study which was done over a year ago, and also to pay for the URS Contract for the Streetscape work for design and engineering. Mr. Tinsley believed that the intention of the \$106,000 from the Town was to help with the construction cost of the Streetscape on the road right-of-way on Laurel Hill Road. Mr. Tinsley stated that he was considering the preservation of grant funds, and was therefore wondering if this amount could be funded through an assessment deferral. He explained how the work fits within the scope of the ordinance. Mr. Tinsley stated that in his view, the grant funds would be more oriented toward the center in and of the area and crosswalk in the Four Corners.

He stated that using the Assessment Deferral ordinance would keep the STEAP grants funding available. If the STEAP grant funds were to be used, Dakota Partners would then be subject to all of the rules and regulations of bidding a state project as opposed to a private investment in the project. Mr. Flynn stated that it makes sense to use the new ordinance to preserve some of the funds for an area in Town that is important to develop. Mr. Davidson stated that he feels as though the soon-to-be-approved tax deferral ordinance, if it were to be used, sets a negative example right away, as this developer is here and building. Mr. Tinsley replied that he does not understand the negative effect of using the ordinance upfront, because this was an amount that was already promised as a type of incentive. Mr. Davidson suggested that the Board of Finance be asked to consider the possibility of a special appropriation of \$106,000 to fund this amount. **Mr. Davidson made a motion to request a special appropriation from the Board of Finance for \$106,000 to fund this commitment to Dakota Partners. Mr. Flynn seconded the motion. The motion carried unanimously.** Mr. Tinsley noted that the amount would fund only the right-of-way along Laurel Hill Road. The construction of the sidewalk, streetscape specification is to be determined by the Town.

**JOINING THE WESTERN CONNECTICUT COUNCIL OF GOVERNMENTS** Mr. Tinsley stated that Brookfield will be joining a new council of governments, which is the merger of HVCEO (Housatonic Valley Council of Elected Officials) and the Southwestern Regional Planning Agency. The new, single planning region will be called Western CT Council of Governments. Atty. Beecher mentioned that the ordinance to be reviewed at the public hearing may look a bit different than the document under review at tonight's meeting. Atty. Beecher will speak with the attorney for the Western CT Council of Governments. **Mr. Flynn moved that the Board of Selectmen schedule a public hearing on August 4<sup>th</sup> at 7:15 PM in Meeting Room 133. Mr. Davidson seconded the motion, and it carried unanimously.**

**CHAPTER 178 SALONS AND SPAS ORDINANCE** Mr. Tinsley explained that it is now the recommendation of the Director of Health to review this ordinance to consider the addition of tattoo businesses and parlors. **Mr. Davidson made a motion to schedule a public hearing on August 4<sup>th</sup> at 7:00 PM in Meeting Room 133. Mr. Flynn seconded the motion. Atty. Beecher noted that this language may not match the ordinance that will be considered at the public hearing. Motion carried unanimously.**

#### UPDATES

**BUSINESS ASSESSMENT TAX DEFERRAL ORDINANCE** Mr. Tinsley stated that the second public hearing was held this evening (July 7<sup>th</sup>) at 6:30 PM. **Mr. Flynn made a motion that the Board of Selectmen approve the Draft Business Incentive Tax Ordinance. Mr. Davidson seconded the motion.** Mr. Tinsley stated that there have been special workshops, special meetings, and two public hearings as well as revisions regarding this proposed ordinance. Mr. Tinsley stated that language has been added to involve both the Board of Finance and the Economic Development Commission for consultation purposes to the Board of Selectmen. **Motion carried unanimously.**

**CHARTER REVISION COMMISSION** Matthew Grimes, Chairman of the Charter Revision Commission, gave a brief update of the Charter Revision Commission's last meeting. Atty. Beecher and Mr. Grimes will coordinate the submittal of the final report.

**PARKS REVITALIZATION – PHASE I – CADIGAN PARK** Mr. Tinsley noted that the work appears to be on schedule, with the plan to have the fields ready by August. He thanked everyone for their patience regarding parking. He thanked the Tuckers for allowing the Town to park boat trailers on site. He cautioned residents to be careful when driving in this area.

**JUMPSTART** Mr. Tinsley stated that the Jumpstart program is attempting to fashion a community celebration on October 12<sup>th</sup>, the Sunday proceeding Columbus Day with the intention of attracting attention to the Four Corners, to foster the beginnings of a Four Corners association to be made up of residents, property owners, and business owners in the area. There will be a ground-breaking for the Still River Greenway. The theme is "Columbus Discovers the Four Corners."

**MEADOWBROOK MANOR:** Mr. Tinsley stated that the Town has an approval from the CT DEEP for Limekiln Brook. Grant funding could be approximately 1 year away. Mr. Tinsley stated that every avenue for grant funding should be reviewed. Mr. Flynn inquired as to when the diversion permit may expire.

### **CONSENT AGENDA**

**BOARD OF SELECTMEN MEETING MINUTES:** 06/02/14; 06/12/14; 06/24/14:

06/24/14 draft minutes – Change the third line from the top under the category, Draft Report of Proposed Charter Changes to state: “. . . Town Attorney Thomas Beecher recommend, on behalf of the Board of Selectmen, review of additional Charter provisions as follows . . .”

Also, add as the last line in this section the following: “Review and report on the issue of, and alternative ways to require, minority representation on the Board of Education.”

**Mr. Davidson made a motion to approve the amendments. Mr. Flynn seconded the motion, and it carried unanimously.**

**NEW HIRE REPORT:** Sheldon Conn – New Night Time Custodian

#### **SELECTMEN APPROVAL FOR ROUTINE MATTERS:**

- a.) Pennysaver Advertising Agreement;
- b.) Authorize the First Selectman to sign the \$625,085 Equipment Lease Agreement with Municipal Leasing Consultants, LLC and all other necessary documents related to the lease, subject to review and approval of the Town Attorney;
- c.) Authorize Resolution for the First Selectman to sign the 2014 Grant in the amount of \$20,600 to Connect to the Nutmeg Network;
- d.) Authorize the First Selectman to countersign a Health Department subcontractor agreement with the Childhood Lead Toxicity Prevention Program of the State Dept. of Public Health for the prevention of Childhood Lead Intoxication.

#### **DRIVEWAY BOND RELEASES - \$750:**

- o 30 Shamrock Drive
- o 366 Federal Road
- o 46 Flax Hill Road
- o 21 Kellogg Street
- o 3 Falls Drive
- o 78 Kellogg Street
- o Stony Hill Village
- o 9 Stage Road
- o 38 Greenridge Drive

#### **ZONING COMMISSION:**

- o 6 Chickadee Lane #201300079, \$5,700
- o 10 Candlewood Acres Road #201300765, \$2,900
- o 9 Stage Road #201301155, \$750
- o 110 Federal Road #201100126, \$55,000
- o 366 Federal Road #201200968, \$5,000
- o 28 Twilight Lane #201300766, \$5,300

**Mr. Davidson moved that the Board of Selectmen approve the consent agenda, as previously modified. Mr. Flynn seconded the motion, and it carried unanimously.**

### **ADDITIONAL MONTHLY AGENDA ITEMS**

#### **APPOINTMENTS:**

a.) Eve Sturdevant, Alternate, Commission on Aging – Ms. Sturdevant, of 3 Rajcula Farm Road, addressed the Board. **Mr. Flynn made a motion to appoint Eve Sturdevant as an alternate member to the Commission on Aging. Mr. Davidson seconded the motion, and it carried unanimously.**

**PUBLIC COMMENT:** The following person addressed the Board:

- Ron Jaffe of 21 White Pine Drive

**ADJOURN:** Mr. Flynn made a motion to adjourn at 9:10 PM. Mr. Davidson seconded the motion, and it carried unanimously.

DRAFT