

**BOARD OF SELECTMEN MEETING  
MINUTES  
SEPTEMBER 8, 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 William Davidson; Selectman Martin Flynn; Controller William Leverage; Town Attorney Tom Beecher; members of the public; Recording Secretary Emily Cole Prescott

**MONTHLY AGENDA ITEMS**

**PUBLIC COMMENT:** The following people addressed the Selectmen:

- o Howard Lasser of 116 Tower Road
- o Jim Fisher of 12 Aramon Circle
- o George Walker of 24 Lillinonah Drive

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

- o September Brookfield Matters was published on September 3<sup>rd</sup>. It was also published in last Thursday's *Penny Saver*.
- o Household Hazardous Waste Collection Day will be on September 13<sup>th</sup> from 9am – 3pm at the New Milford Railroad Station Parking Lot
- o 09/11 Candlelight Vigil to commemorate September 11<sup>th</sup> will be held on Thursday, 09/11 at 7:00 PM in the Rotary Memorial Garden at the Town Hall. The ceremony will be approximately thirty minutes.
- o The Economic Development Commission has a new website: [www.brookfieldedc.org](http://www.brookfieldedc.org). Mr. Tinsley stated that there are also some interesting tabs available with some quick information about Brookfield, on the Fact Sheet.

**CORRESPONDENCE ADDRESSED TO BOARD OF SELECTMEN:**

a.) Dr. Sullivan's Annual Report for FY ending 06/30/14 to Commissioner of Public Health – Mr. Tinsley asked that a link to this report be posted on the website.

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

**NEW ITEMS**

**GRANITE DRIVE:** Planning Commission request for acceptance of Granite Drive, having received the latest updates from the Town Engineer, into the Town Road System. **Mr. Flynn motioned to recommend that the Board of Selectmen accept Granite Drive into the Town road system subject to review and approval by the Town Attorney. Mr. Davidson seconded the motion, and it carried unanimously.**

**PTAK HOUSE:** Mr. Tinsley stated that the previous resident had life-use of the house, but the Town actually owns the house. The Town is waiting for a statement from the probate court regarding no outstanding liabilities for the taxes and that nothing in the house is owned by any other entity. Mr. Tinsley mentioned that at some point the Selectmen should consider a committee of volunteers to recommend what could be done with the house. Mr. Davidson suggested that a report also be submitted from the Building Department.

**UPDATES**

**PARKS REVITALIZATION PROJECT:** Mr. Paul Checco, Chair of the Municipal Building Committee, was present to give an update. Mr. Tinsley thanked Mr. Checco for his work and the timeline of the project. Mr. Checco stated that acceptance

of the use of the fields has been done, and as the project moves along the basketball nets are up, fencing is going up, grass is growing. Permanent fencing will be installed. He thanked the Lions Club of Brookfield and Ingersoll Auto for donating two scoreboards to Brookfield. The current scoreboards will most likely be re-purposed for use in other areas around Brookfield. He stated that the beach side is going out to bid later this month. There will be a community building, expanded beach, and seawall. These two projects will change the nature of the area. Mr. Davidson asked about the walking trail, and Mr. Checco replied that it is in place. The in-field and the drainage on the softball field are being re-done. Mr. Checco stated that he is working with the Parks and Recreation Department to compile a set of rules. The collaboration between the Municipal Building Committee and the Parks and Recreation Department has also worked well.

**CHAPTER 178 SALONS AND SPAS ORDINANCE:** Mr. Tinsley stated that a public hearing regarding this matter had been held earlier this evening. **Mr. Flynn made a motion that the Board of Selectmen approve the amendments to Chapter 178 Salons and Spas Ordinance. Mr. Davidson seconded the motion, and it carried unanimously.**

**JOINING THE WESTERN CONNECTICUT COUNCIL OF GOVERNMENTS:** Mr. Tinsley stated that the planning agencies are merging and the merger activities have been in place over the past year. Mr. Tinsley stated that there was a public hearing held earlier this evening regarding this matter. **Mr. Davidson made a motion that the Board of Selectmen approves the Resolution to adopt the Western Connecticut Council of Governments (WCCOG) Ordinance. Mr. Flynn seconded the motion, and it carried unanimously.**

**BUSINESS INCENTIVE TAX DEFERRAL:** Mr. Tinsley presented a Power Point slide presentation of proposed economic impact of the project. *Please refer to this evening's meeting video, available on the Town's website for presentation information.* Mr. Tinsley stated that his suggestion is that the Board authorize the First Selectman, with review and advice of Town Counsel, to finalize an agreement with the investor, pending referendum approval of Board of Selectmen recommendation. Mr. Tinsley asked Mr. Davidson and Mr. Flynn to each schedule separate meetings with the developers to ask questions about the proposed project.

Mr. Tinsley asked Hal Kurfehs, Chair of the Economic Development Commission, to present comments from the Economic Development Commission. There are six commissioners, four were present, and 4-0 voted in favor of the proposal as presented at the August 19<sup>th</sup> Economic Development Commission meeting. Mr. Kurfehs stated that two other Economic Development Commissioners who were not present at the meeting also sent emails in favor of the application. Mr. Kurfehs stated that the EDC's mission is to promote economic development. Mr. Kurfehs stated that he had sent a report to the Board of Selectmen. Mr. Kurfehs stated that the EDC had voted on the basis of the full incentive. Mr. Tinsley stated that on the Board of Finance, there was only one person in favor of giving abatement to this proposed project.

**CHARTER REVISION COMMISSION:** Mr. Tinsley explained that at the last meeting the Board voted to adopt the questions for the ballot. Officially, after the recommendation had been received, the Commission was then disbanded. **Mr. Davidson moved that the Selectmen create the Charter Revision Advisory Committee to assist the Board of Selectmen in the Charter revision process to appoint the current members of the Charter Revision Commission to this Committee, which Committee shall cease to exist on November 5, 2014. Mr. Flynn seconded the motion, and it carried unanimously.** Mr. Grimes, Chair of the previous Charter Revision Commission, outlined the plans to move forward. Mr. Davidson suggested that the Advisory Committee make a calendar outlining this timeline.

**UNION SAVINGS BANK:** Mr. Flynn made a motion that the Board of Selectmen authorize and approve substituting Union Savings Bank for Municipal Leasing Consultants, LLC as the financing entity for equipment purchases as budgeted and to authorize the First Selectman to sign all necessary documents related to the financing subject to review by the Town Attorney. Mr. Davidson seconded the motion. The motion carried unanimously.

**JUMPSTART:** Save the Date: October 12<sup>th</sup> Columbus Discovers the 4 Corners Block Party: Formation of 4Corners Association – Mr. Tinsley encouraged residents to attend this event, hosted by the 4Corners Association. There is one Jumpstart initiative left, which is the idea of how to approach a business incubator for Brookfield. Mr. Tinsley stated that there is not yet a plan to build an incubator. Mr. Tinsley stated that he believes some of the information regarding the Business Incubator information on the EDC website may need to be fine-tuned.

**MEADOWBROOK MANOR:** Mr. Tinsley reported that the diversion permit has been granted, and all of the changes recommended by the Department of Public Safety and Security regarding the emergency response plan have been updated and sent. The grant application has been submitted, and there will be work done to apply for other areas of funding.

**SOUTHERN FEDERAL ROAD WATERLINE:** Mr. Tinsley stated that the paving needs to be completed, and the total costs obtained. The assessment phase will most likely begin next year.

### **CONSENT AGENDA**

**BOARD OF SELECTMEN MEETING MINUTES: 08/05/14; 08/13/14; 09/02/14**

#### **NEW HIRE REPORT:**

- o Sheldon Conn – Full-Time Building Maintainer
- o Robert Nakano, Jr. – Part-Time Custodian

Mr. Tinsley noted that these are replacements, not additions.

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

- a.) Contract for services between member municipalities and MXI Services for the Household Hazardous Waste Collection Day on 09/13/14
- b.) DOT Local Transportation Capital Improvement Program Application for Intersection and Streetscape Improvements for Routes 202 & 25 – Mr. Davidson stated that he is pleased that the Town is submitting this application, and uses the engineering study which was completed last Fall.
- c.) Authorize the Candlewood Lake Authority to submit a non-binding proposal on behalf of the Town funds from Grants to Municipalities for Aquatic Invasive Species Control administered by the CT Dept of Energy & Environmental Protection – Mr. Tinsley also noted this item on the agenda, which is relative to Candlewood Lake. There is an aggressive amount of activity among the five towns surrounding the lake to manage milfoil and phosphorous levels in the Lake, which manifested itself in blue-green algae forms.
- d.) DOT Project Authorization Letter for the Still River Greenway Phase II
- e.) Agreement with Policeapp.com and Town

**DRIVEWAY BOND RELEASES \$750:** 2 Pasture Drive; 9A Gereg Glen Road; 16 Crestview Drive; 33A Carmen Hill Road

**ZONING COMMISSION BOND RELEASES:** a.) 138 Candlewood Lake Road #200800944 - \$2,700

**Mr. Davidson moved that the Board of Selectmen approve the consent agenda, all items a through e. Mr. Flynn seconded the motion, and it carried unanimously.**

### **ADDITIONAL MONTHLY AGENDA ITEMS**

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

- o Catherine Malek of 4 Apache Drive

**ADJOURNMENT:** Mr. Flynn made a motion to adjourn at 8:55 PM. Mr. Davidson seconded the motion, and it carried unanimously.