

MINUTES
BOARD OF SELECTMEN MEETING
DECEMBER 1, 2014 – 7:30 P.M.
BROOKFIELD TOWN HALL - MEETING ROOM 133

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

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

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: The following residents addressed the Board:

- o Jim Fisher of 12 Aramon Circle
- o Lou Memoli of 49 Merwin Brook Road & President of BOSLI

ANNOUNCEMENTS:

- o December *Brookfield Matters* has been published today.
- o The Town has two vacancies on the Cable Advisory Council for Charter Communications.

CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN: Mr. Tinsley noted correspondence received from the Brookfield Open Space Legacy, dated 11/18/14.

MONTHLY FINANCIAL RESULTS: Controller Leverage reported the monthly financial results. Mr. Tinsley pointed out several items on which the Board of Selectmen may need to take future action. Mr. Davidson asked about the reimbursement from the Economic Development fund, and whether it had been determined if an appropriation had been done for this expense. Mr. Tinsley replied that he will look into the matter.

NEW ITEMS

BICYCLE FRIENDLY COMMUNITIES: Mr. Dave Fine of Danbury, CT presented a Powerpoint presentation about Creating a Bicycle Friendly Community in Brookfield, CT. Mr. Davidson stated that to him, the Still River Greenway is a start for how Brookfield can become a bicycle friendly community, so this presentation is very timely. Mr. Fine stated that there are some people who are looking to commute with bicycles, and not just to ride recreationally.

Mr. Fine stated that there are five award levels for the Bicycle Friendly Community program, which program is through the League of American Bicyclists. Mr. Fine explained the BFC program. Mr. Fine explained that many towns are beginning to work on the five e's, which are engineering, education, encouragement programs, enforcement, evaluation and planning. Mr. Fine stated that people need encouragement and need to know they are able to bicycle, which can start with signs to add bicycle lanes, adding a "sharrow" which is a way of telling drivers to share the road. In every community that has pursued the program, Bicycle Friendly Community, biking has increased. There are 325 communities that are bicycle-friendly communities. Mr. Fine stated that the next step is to get organized around the five e's, and to work together with different people throughout the Town to start the planning processes. Mr. Davidson stated that he would like to pursue this matter. Mr. Davidson stated that a brief amount of time would be needed from Community Development Director Katherine Daniel, Public Works Director Ralph Tedesco, Parks & Recreation Director Dennis DiPinto, to work together to evaluate how best to move forward with this program. Mr. Flynn stated that perhaps the Zoning Commission could also consider its regulations for bicycle parking, and perhaps amend the regulations to make some room for bicycles. Mr. Tinsley thanked Mr. Davidson for taking on this matter, and said he will also personally pursue this matter. The Selectmen thanked Mr. Fine for the presentation and his time.

Mr. Flynn made a motion to move agenda item 3.a. up to agenda item 2b. Mr. Davidson seconded the motion, and it carried unanimously.

PARKS REVITALIZATION PROJECT, PHASE II – TOWN BEACH PARK: *Josh Flowers, Vice Chair of the Municipal Building Committee, and Rick Zini of Doyle Coffin Architecture, were present for discussion of this matter.* Mr. Flowers stated that Doyle Coffin managed the opening of the bids from three bid-holders who had submitted bids for review for Phase Two of this project. The bid had also been sent to the State for their review. Mr. Flowers explained that Holly Construction was the lowest bidder, at \$1.694 million. The review by Doyle Coffin and the State deemed Holly Construction as the lowest and most responsive bidder.

Mr. Zini explained that the project was bid with alternates, so the Town has some options to modify or alter the project depending on the pricing and alternatives in the field. The community Grant process through the DECD requires that the State review the bids of the three lowest bidders and confer with the Municipal Building Committee. The State is in agreement that Hawley Construction is the lowest qualified bidder. The grant program requires action by the Board of Selectmen. Mr. Zini stated that due to the federal grant, the qualified contractors must also meet a set of State requirements, and the lowest three most qualified bidders met all the necessary State requirements.

Mr. Flowers stated that if all goes as planned, there may be a \$960,000 amount which has not been expended that the Town had appropriated. The plan is to award the base bid balance so the financials may be tracked more closely. Mr. Tinsley thanked the MBC for their work on this project. Upon inquiry from Mr. Tinsley, Mr. Zini clarified that the language of the application specified that the grant money is for "a new, multi-purpose building and associated site improvements".

Upon inquiry from Mr. Tinsley, Mr. Flowers clarified that the contract deadline is to be open on Memorial Day weekend.

Mr. Flynn made a motion that the Board of Selectmen approve the contract to move forward with Hawley Construction Company. Mr. Davidson seconded the motion, and it carried unanimously.

ASSESSMENT DEFERRAL APPLICATION: Mr. Tinsley stated that this is a second assessment deferral application for a project known as "Green Acres". An application had been received by JCS Construction on September 22, 2014. Mr. Tinsley stated that he has done some research for this application, and he has not approached the Board with a recommendation to move forward for this application. Mr. Tinsley stated that while the application may technically meet the definition of mixed use as found in the ordinance, the mixed use space is a proposed 5,000 square-foot gym space. Mr. Tinsley stated that this is a dense project and is not the kind of project that completely meets the design and architectural requirements of the Four Corners area. Mr. Tinsley stated that it is not his recommendation to this Board to approve this application at this time. Mr. Flynn noted that the current ordinance does not offer an assessment deferral to residential projects, and this proposal is for primarily a residential project. **Mr. Davidson moved that the Board of Selectmen reject the application submitted by JCS Construction Group Inc. for 857-857A Federal Road. Mr. Flynn seconded the motion. The motion carried unanimously.**

2015 SMALL CITIES COMMUNITY DEVELOPMENT PROGRAM: Mr. Tinsley stated that the RFP process has been done to apply for a Small Cities Community Development Program Grant program to allow for sewer line/improvements to the Brooks Quarry. One bid has been received from Larry Wagner and Associates. **Mr. Flynn made a motion that the Board of Selectmen approve the RFP submitted by L. Wagner and Associates to proceed with the preparation and implementation of the Town's proposed 2015 Small Cities Community Development Program and other Related Programs. Mr. Davidson seconded the motion, and it carried unanimously.**

UPDATES

BROOKFIELD VILLAGE LLC: Mr. Tinsley stated that two informational meetings had been held in Town Hall regarding this matter. **Mr. Davidson made a motion that the Selectmen, in accordance with Ordinance Sections 197-38 to 197-45, approve the final version of the Assessment Deferral Contract, with Brookfield Village LLC. Mr. Flynn seconded the motion.** Mr. Flynn reviewed the timeline for this project, and he stated that this will be the first major project of its kind in the Four Corners area. **The motion passed unanimously.**

MEADOWBROOK MANOR: Mr. Tinsley stated that the Town has received the final authorization from the EPA approving the formal mitigation plan. The Town has an obligation to update the plan in five years from now. Mr. Tinsley stated that this matter will also be considered as the budget planning begins.

SOUTHERN FEDERAL ROAD WATERLINE: Mr. Tinsley stated that the Southern Federal Road Waterline is now complete, and the resurfacing of all of Federal Road with the exception of the main intersection of Candlewood Lake Road and Federal Road has been complete. Mr. Tinsley stated that the plan is to complete the paving before the asphalt plants close.

PTAK PROPERTY 108 POCONO ROAD: Mr. Tinsley stated that a public hearing had been held tonight regarding this matter. There were some speakers at the hearing relative to the potential uses of the property, as well as the potential disposition of the house on the property. Mr. Tinsley stated that it is his recommendation that the Board proceed with the demolition of the house. **Mr. Flynn made a motion for the First Selectman to work with the Public Works Department to come up with a plan to look at demolishing the structure. Mr. Davidson seconded the motion, and it carried unanimously.**

RETIREMENT BENEFITS ADVISORY COMMITTEE ORDINANCE: Mr. Tinsley stated that a public hearing had been held this evening in regard to the change of the membership representation from the Board of Education. Currently, the ordinance calls for the Director of Business and Technology to be the ex-officio member to RBAC, and the change would be to alter the language of the ordinance to allow for any elector of the Board of Education to be the ex-officio member. Mr. Davidson suggested that this discussion be continued to the next meeting. **Mr. Flynn made a motion that the Selectmen approve the proposed amendment to the Retirement Benefits Advisory Committee Ordinance. Mr. Davidson seconded the motion, for the purpose of discussion. Mr. Davidson moved to amend Mr. Flynn's motion to change the term of office for the position the Board is considering to four years. Mr. Flynn seconded the amended motion. The amended motion carried unanimously.**

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES: 11/03/14; 11/14/14

NEW HIRE REPORT: No report

SELECTMEN APPROVALS FOR ROUTINE MATTERS:

- Mitchell Oil Company Contracts,
- Resolution: Uniform Chart of Accounts (UCOA) Conversion Grant Program

PLANNING COMMISSION BOND RELEASES:

- 101 Obtuse Hill Road #201200961 – Release of \$94,776

ZONING COMMISSION BOND RELEASES:

- 2 Summers Pasture Lane #201301193 – Final Release of \$1,500
- 871 Federal Road #200700243 – Release of \$6,993
- 19 Gereg Glen Road #201100344 – Final Release of \$1,060

ZONING COMMISSION CALLING OF BOND:

200 Federal Road – Graham Contracting Ltd/Costco – Request by Zoning Commission to call \$250,000: Bond set to expire on 12/06/14 and was not renewed. Mr. Tinsley mentioned item F on the agenda, and asked Town Attorney Beecher for the

practical significance of the calling of this bond. Town Attorney Beecher stated that the bond was not renewed, and there is outstanding work in the approximate amount of \$40,000 which needs to be covered by the bond. Town Atty. Beecher noted that the appropriate course of action is recommending the calling of the entire bond.

DRIVEWAY BOND RELEASES: \$750 – 16 Powder Horn Hill Road

EXCAVATION BOND RELEASES: \$10,000 – 46 Del Mar Drive – Final Release of \$10,000

INLAND-WETLANDS COMMISSION RELEASE:

- 871 Federal Road #200700243 – Release of \$3,190.80
- 8A Stage Road – Final Release of \$8,600

Mr. Davidson moved to approve the consent agenda, items A-I. Mr. Flynn seconded the motion, and it carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS:

Renee Santiago, Parks & Recreation alternate position: **Mr. Flynn made a motion to appoint Renee Santiago to an alternate position on the Parks & Recreation Commission. Mr. Davidson seconded the motion, and it carried unanimously.**

PUBLIC COMMENT: None at this time.

ADJOURNMENT: Mr. Tinsley adjourned the meeting at 8:38 PM

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