

MINUTES
BOARD OF SELECTMEN REGULAR MEETING
MONDAY, JULY 11, 2016 – 7:30 PM
BROOKFIELD TOWN HALL – ROOM 133

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

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PRESENT: First Selectman Steve Dunn; Selectman Sue Slater; Selectman Marty Flynn; Town Attorney Tom Beecher; Controller Kimberly Siegrist; IT Director Dah-Miin Yau; Recording Secretary Emily Cole Prescott

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: The following residents addressed the Board:

- Jane Miller of 115 Obtuse Hill
- Chris Delia of 85 Prange Road
- Josh Flowers of 7 Dorset Lane

ANNOUNCEMENTS: Mr. Dunn noted that the CT Siting Council Public Hearing is scheduled on August 2nd. Mr. Dunn mentioned that Homeland has proposed the construction of a 150-ft. cell tower facility behind the Fire Department. Mr. Dunn recommended that anyone who has a concern and/or would like to get more information about the tower attend the hearing.

CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN: There was none.

MONTHLY FINANCIAL RESULTS: Controller Siegrist reported the monthly financial results. The Board briefly reviewed the information. Mr. Dunn mentioned that the 15/16 FY budget relative to projected revenue for Land Use Fees was estimated approximately \$500,000 over the previous fiscal year actuals.

NEW ITEMS

ROLLINGWOOD SEWER PROJECT: The WPCA is requesting an appropriation of up to \$650,000 to fund the Rollingwood Sewer Construction Project and to provide for financing through temporary or permanent borrowings. The Condo Association requests that the sewer system currently connected on to Federal Road via a pump station be converted to a gravity system. In 2013, the Planning Commission approved an 8-24 from the Board of Selectmen. **Selectman Slater made a motion that the Selectmen forward the request to the Board of Finance for their review and approval at their August 10th meeting, and schedule a Special Town Meeting on Monday, September 12th at 7:00 PM in Meeting Room 133, contingent upon Board of Finance approval. Selectman Flynn seconded the motion.** *Nelson Malwitz, Chair of the Brookfield Water Pollution Control Authority, was present to discuss this proposal.* Mr. Malwitz explained that this condominium association is currently connected to the sewer line via a pump station, and the cost to maintain this pump station is quite high for the association. The estimated cost to connect the association via a gravity line is \$617,000 but the WPCA is asking for the Board to consider pursuing a BAN (or other borrowing option with the lowest cost of financing) for this project in the amount of up to \$650,000. Mr. Malwitz shared some information about work which has been done to date for the project, including easement negotiation. Other matters that could affect the final cost include wetlands work and

conditions of approvals, as well as the final determination of the route. This cost will not be paid by the Town, but by the end users, in the form of benefit assessment payments made by the Rollingwood Condo Association to the WPCA. **The motion carried unanimously.**

HONEYWELL ENERGY PRELIMINARY ENERGY AUDIT: Honeywell will develop a preliminary energy audit which shall outline the recommended energy conservation measures that meet the requirements of Eversources' incentive and Zero Percent Financing Programs. The study will also provide forecasted annual energy savings and operational savings. Honeywell will work with Eversource in preparing energy calculations for the recommended measures. **Selectman Flynn made a motion that the Selectmen approve Honeywell's Energy Retrofit & Sustainability Program. Selectman Slater seconded the motion.** Mr. Dunn explained some additional details of the program. The program consists of an audit reviewing the Town's overall energy consumption, at no cost to the Town. **The motion carried unanimously.**

RECYCLING REWARDS GRANT: The Grant Total is \$7,020 from the CT Department of Energy & Environmental Protection and may be applied to the purchase of recycling truck in the amount of \$27,768 to be used for waste reduction, recycling, composting and reuse efforts. **Selectman Slater made a motion that the Board of Selectmen accept the grant and authorize the First Selectman to sign the grant contract contingent upon Board of Finance [BOF] and Board of Selectmen [BOS] approval of the special appropriation for \$27,768 to purchase truck and conditioned upon the grant proceeds being used toward that purchase price. If approved by the BOF, the BOS will formally approve on August 1st. Selectman Flynn seconded the motion.** Mr. Dunn briefly explained some of the costs to repair the Town's current '90s pick-up truck. **The motion carried unanimously. Selectman Flynn made a motion that the Selectmen recommend to the Board of Finance that it approves a transfer of unexpected funds from the 2015-6 Public Works Salt and Sand item line. Selectman Slater seconded the motion. The motion carried unanimously.**

FIRST LIGHT – CANDLEWOOD LAKE VEGETATED BUFFER ACCELERATED AGREEMENT: The vegetated buffer installation requirements have been reduced from five years of change of ownership of property to four years beginning on May 1, 2017; and beginning on May 1, 2018, the requirement shall further be reduced to three years with rewards to properties that abut the Rocky River Development. *Bob Huttemann of 3 Silvermine Manor, and also an Inland Wetlands Commission member, was present and spoke regarding this matter.* The idea of the agreement and accelerated agreement is to require the planting of a vegetated buffer to help reduce the amount of phosphates running into the lake. Mr. Dunn noted that surrounding towns have signed this accelerated agreement with FirstLight. Selectman Slater stated that the Candlewood Lake Authority is in favor of this accelerated agreement. Mr. Flynn stated that although he understands the importance of planting the buffer, he would like to get more information about the impact of the agreement on affected homeowners. **Mr. Flynn made a motion to table the First Light [Accelerated] Agreement until such time that the Board of Selectmen has a presentation from either the Candlewood Lake Authority or First Light about the impact of the accelerated agreement to the homeowners. Selectman Slater seconded the motion, and it carried unanimously.** Mr. Dunn stated that he will ask a representative from FirstLight or the Candlewood Lake Authority to review the matter with the Board at the August meeting.

UPDATES

CADIGAN PARK: *Dennis DiPinto, Director of the Parks and Recreation Department, was present to give a brief update.* Mr. DiPinto explained that the Parks and Recreation Department is aware of complaints regarding the usage of the basketball courts, but there has been no pattern to the activity. There is now a plainclothes retired officer patrolling the parks and

during the three-month period of consistent patrol, nothing out of the ordinary had been reported. During the same period of time, there had been no complaints or issues received at the Police Department. D. DiPinto stated that the P&R Department has not received any formal complaints. As a general rule, the P&R Department does not permit use of the fields for private, for-profit camps. Mr. DiPinto noted the matter of enforcement, which is a Town decision. Many towns handle enforcement differently, so the Town should carefully consider its possible enforcement needs.

The in-town programs run by the Parks and Recreation Department use the park facilities quite heavily during July. The lights at the parks are off by 10:00 PM, scheduled on timers. The Parks & Recreation Commission has not received any correspondence regarding past matters in over a year. Mr. Dunn asked about the level of vandalism or damage to the park, and asked how this compares to other areas in the Town as well as other Towns' parks. Mr. DiPinto replied that there is a significant decrease in vandalism at the park since the renovation. Mr. DiPinto noted that these parks are primarily public parks, with the exception of the town park, which is a residential park that is gated.

Mr. Dunn thanked D. DiPinto for the information. Mr. Dunn read the memo from Major James Purcell of the Police Department relative to this topic. Over a six-month period, there has only been one act of vandalism reported. The facilities have been largely problem-free, especially compared to the properties before the renovation. The Police Department has made 111 officially reported visits to the park, without any significant matters reported. Mr. Dunn stated that the Town would like everyone to enjoy its parks, but will continue to review this matter.

DOT SOUTHERN FEDERAL ROAD STREETScape & ROAD PLAN: Update provided by First Selectman Dunn on the State DOT's Preliminary Concept Plan (previously was the conceptual Transportation Plan for Lower Route 202). Mr. Dunn reported that the Town has now been issued a project number for phases of the work. The improvements are proposed from BJs to Beverly Drive. This project is scheduled to ease the traffic near Chick-fil-A by installing a turn lane. Mr. Dunn stated that once he receives more information about the plan being finalized, he will request that a presentation be made to the Board.

CONSENT AGENDA: **Selectman Flynn made a motion that the Selectmen approve all items on the Consent Agenda. Selectman Slater seconded the motion.** Mr. Dunn noted the following corrections to the June 6th meeting minutes: On page one, under discussion of the hiring of Mahoney Sabol, the word "requisitions" should be changed to "reconciliations". On page two, the phrase "which Attorney Tom Beecher has prescribed" should be removed from the motion regarding the Brookfield Village Tax Deferral Agreement. Also on page two, under discussion of the High School Construction Audit, Senator Clark Chapin's name is misspelled. **Selectman Flynn made a motion to withdraw his motion, and to approve the consent agenda with the changes to the [June 6, 2016] minutes as noted by Steve Dunn. Selectman Slater seconded the motion, and it carried unanimously.**

BOARD OF SELECTMEN MEETING MINUTES: 06/06/16; 06/24/16; 06/28/16 – *Please see note above regarding corrections to the June 6th Draft Minutes.*

STAFFING CHANGES FOR THE MONTH OF JUNE:

Hires:

- Michelle DiBella, Full-Time Assistant Town Clerk
- Gail Bristol, Part-Time Town Clerk Aide
- Kimberly Anderson, Full-Time Assessor's Aide
- David Loftus, Driver/Laborer, Public Works Department

- James Docktor, Jr., Grounds Maintainer, Parks & Recreation Department
- Noreen Urbanski, Part-Time Checkout Desk Assistant, Library

DRIVEWAY BOND RELEASES: Total bond release of \$1,500 to Greenway Industries –

- 5 Squire Court
- 26 Dorset Lane

EXCAVATION BOND RELEASES:

- 40 & 64 Laurel Hill Road in the amount of \$80,594
- Silvermine Road (sewer connection from Newbury Crossing & High Meadow force main) in the amount of \$2,000

ADDITIONAL MONTHLY AGENDA ITEMS

ASSISTANT FIRE MARSHAL: Mr. Dunn mentioned the proposed job description for a Part-Time Assistant Fire Marshal. He mentioned that the current Fire Marshal is quite busy, and the Fire Marshal's Office is in need of someone else who can also complete plan reviews. Mr. Dunn stated that he will also be proposing an ordinance to set fees for the Fire Marshal's Office, which will offset the amount associated with hiring another position.

LANDTEK GROUP, INC.: Mr. Dunn began to review some of the details of the settlement with Landtek. Selectman Flynn asked that the Board enter into executive session to discuss this item. *This item was discussed toward the end of the meeting, during executive session.*

PUBLIC COMMENT: The following resident addressed the Board:

- Michael Devalle, Apache Drive

EXECUTIVE SESSION (LANDTEK GROUP, INC.): At 8:33 PM, Selectman Flynn made a motion to go into executive session and to invite Town Attorney Tom Beecher. Selectman Slater seconded the motion, and it carried unanimously. At this time, all audience members and employees with the exception of those invited into the session, left the meeting room. At 8:53 PM, the Board ended the executive session. Audience members were invited back into the meeting room at this time. It was noted that no motions had been made during executive session.

Selectman Slater made a motion that [the Board of Selectmen] approve the settlement between Landtek and the Town of Brookfield as set forth in the Memorandum of Understanding. Selectman Flynn seconded the motion, and it carried unanimously.

ADJOURNMENT: At 8:55 PM, Selectman Slater made a motion to adjourn the meeting. Selectman Flynn seconded the motion, and it carried unanimously.