

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF SELECTMEN
JUNE 18, 2014**

Present: First Selectman Edward G. McAnaney, Joanne Sullivan, Brian Fitzgerald, Timothy Reynolds and Mel Chafetz. First Selectman McAnaney called the meeting to order at 7:00 p.m.

Approval of Minutes from May 21, 2014 Regular Meeting

Selectman Reynolds made a motion to accept the minutes from the May 21, 2014 Regular Meeting of the Board of Selectmen with an amendment to include the time Executive Session ended (8:45 p.m.) and the time the meeting was adjourned (8:45 p.m.). Vote 5-0 in favor.

Approval of Minutes from June 4, 2014 Special Meeting

Selectman Fitzgerald made a motion to accept the minutes of the June 4, 2014 Special Meeting of the Board of Selectmen as printed. Vote 5-0 in favor.

Public Comment:

Sue Lennox of 217 Pilgrim Lane attended to convey her concerns about the decision of the Zoning & Planning Commission (ZPC) regarding the Sand Pits. She said Lake Road is narrow and she has concerns for traffic, bus safety, wildlife and her neighborhood. She came to the meeting to see if more information was available. First Selectman responded that the project had been approved with 28 conditions. He directed Ms. Lennox to contact Zoning and Planning for a list of the conditions.

Bill Jenkins of 440 Lake Road spoke on the same issue. He questioned who owns the first ¼ mile of Lake Road. He noted that attorneys will be brought into the process. He commented that a good suggestion was made at the meeting to use open space funds to preserve the Cannon property. Mr. Jenkins stated that the 28 conditions were vague and arbitrary. He noted that Copper Hill Road will be paved this year but the truck traffic will necessitate the roads to be fixed again. He noted that there were lots of hurt feelings and that hundreds of people are upset. He asked the Board to pay attention to this matter. Selectman Reynolds suggested that if lawyers will be brought in they need to realize that there are time constraints in taking action against the ZPC.

Bruce Rietberg of 12 Devine Road was present to discuss the temporary library move. He came to provide the members of the Board of Selectmen a summary of a meeting that he and the Library Director discussed with the First Selectman. He said the planned 9 month move seemed more semi-permanent with a long term effect on the Library. He noted that the plan was to use 1 ½ portable classrooms behind McAlister Intermediate School but notes that space was not sufficient for programs offered by the Library. He noted that if the Town Hall project was delayed that the Library would like to use the additional portable space. He said that the Library would look into other space e.g. fire

houses, etc. to run programs. He spoke of the possibility of a bookmobile as well. He noted that the fiber connectivity from the school to the portables was a great possibility.

Kerry White of 995 Newgate Road added that there a Bookmobile in the 1970's which was very successful. It was great publicity for the Library and people could request books that would be delivered by the Bookmobile. She was in support of the possibility of a bookmobile.

John Gracey of 48 Devine Road said that the possible move to the portables would be a logistics problem and would dissuade people from using the library especially at high traffic times. Mr. Gracey did disclose that his wife worked at the library. He added that since there was no Library Director for 4 months that perhaps the savings could be used to offset rental costs. Mr. Gracey also spoke about agenda item #10 (Transfer of \$25,000 from Contingency to Town Counsel). He noted that the budget was \$85,000 and a \$27,000 transfer was made in March. He said this was account was 61% over budget. He noted that the Union Negotiation attorney was being paid \$175/hour and he would rather see that money spent on the Library rental than on legal fees.

Tracy McDonagh of 26 Conservation Road stated that as a parent she would not want to see non-school people on school property. She asked if the Superintendent was in favor of this plan and added that it is not a wise move in this day and age.

Leeayn Burke of 1138 Blossom Street agreed with Ms. McDonagh and asked what alternatives were considered.

Bev Sikes of 1175 River Boulevard stated that the Library is an asset that covers all aspects of peoples' lives. She noted that it was sad not to have space to accommodate their needs.

Beth Chafetz of 803 Mapleton Avenue agreed with Ms. Sikes that we need a library with adequate space. She noted that the temporary library would be needed for 9 months at a minimum. She asked if the portables could be moved. Ms. Chafetz said that 1 ½ portables is insufficient space for the library to operate.

Approve the submission of an application for the Neighborhood Assistance Program

Patrick McMahon was in attendance to discuss the Neighborhood Assistance Tax Credit Program. The Connecticut Department of Revenue Service (DRS) has announced the availability of the 2014 Neighborhood Assistance Act Program. Business firms that make cash investments in qualified community programs may claim the tax credit which is 60% of the amount contributed or 100% for energy efficiency projects. A business firm is limited to receiving \$150,000 in tax credits annually. Patrick suggests that Town applies for \$150,000 for the Town Open Space Fund (an eligible category), Hilltop Farm (for energy efficiency improvements) and Babbs Roller Rink (for energy efficiency

improvements). Mr. McMahon held a Public Hearing earlier in the evening. He noted that if the applications were accepted by both the municipality and DRS, a press release would be made to encourage donations from qualifying businesses. The impetus for this request is the relationship between Hilltop and CL& P for the wetlands mitigation project. CL & P makes donations through this program. Selectman Fitzgerald moved that the Board of Selectmen approves the Town Open Space Fund, Hilltop Farm and Babbs Roller Rink projects for inclusion in the 2014 Neighborhood Assistance Act Tax Credit Program. Vote 5-0 in favor.

Approve the acquisition of portions of 808 and 849 Branch Road for development of a Cul-de-sac and send to Town Meeting.

Town Engineer, Gerry Turbet was in attendance to discuss the item. He noted that residents of Branch Road became aware of the upcoming roadwork project and brought a petition to the First Selectman's office requesting a cul-de-sac. Gerry worked with residents at 808 and 849 Branch Road to design a 60 foot diameter cul-de-sac. Branch Road is a narrow street (18 feet wide) and stops at a dead end. The cul-de-sac will provide a turning radius for most but not all vehicles. The understanding is that the residents at 808 and 849 will donate the necessary land to the Town. Zoning and Planning approved an 8-24 report at their meeting on Monday, June 16th. After discussion it was agreed that the Town Attorney would execute the proper paperwork with the residents before it is brought to Town Meeting. Selectman Fitzgerald made the motion to approve the acquisition of portions of 808 Branch Road and 849 Branch Road for development of a cul-de-sac and send to a future Town Meeting. Vote 5-0 in favor.

Waiver of the Bid Policy for Consultant Selection for Bridge Street School Ad-hoc Committee

Wendy LaMontagne was in attendance on behalf of Parks & Recreation and the Bridge Street School Ad-hoc Committee. Her memo notes that the Committee identified the requirement for a needs assessment for the use of Bridge Street School by Parks and Recreation. The time line set by the Committee was aggressive and after an extensive search in a short time frame a qualified consultant, Global Process Systems Group (GPSG), has been identified to complete the desired assessment. As no other qualifying firms were identified, a waiver of the Town's bid policy requiring three written proposals for projects over \$8000, is required to move forward. Selectman Fitzgerald asked why the Board should approve the waiver. Ms. LaMontagne responded that the aggressive time line and the specific experience required were the reasons. The consultant comes highly recommended from multiple municipalities. Selectman Sullivan moved that the Board of Selectmen approves the waiver of the bid policy in order to contract with Global Process Systems Group to conduct the recreational needs assessment. Vote 5-0 in favor.

Discussion and vote to increase the number of sworn officers on the Police Department by 1.

This matter has been discussed in prior meetings. The 2014-15 Town Budget included funding for the additional officer but the Board needs to approve filling the additional position. Selectman Fitzgerald moved to vote to increase the number of sworn officers on the Police Department by 1. Vote 5-0 in favor.

Approve the transfer of \$80,000 from Contingency (0195011-50920) to Highway Department in the amount of \$40,000 to replenish the treated salt supply and \$40,000 for catch basin cleaning.

The Board of Finance discussed and approved replenishing the treated salt supply at their June 9th meeting. At that time, it was estimated that \$80,000 would be sufficient so that amount was approved to be transferred from contingency. The supplier can only assure \$40,000 worth of salt at the current time. The Highway and Public Works Department suggested that the excess \$40,000 be used to clean the Town's 1400 catch basins. They have not been cleaned since the Town switched from using sand to treated salt which was approximately six years ago. It was noted that the Board of Finance would need to approve the modified transfer. Selectman Sullivan made the motion to approve the transfer of \$80,000 from Contingency (0195011-50920) to Highway Department in the amount of \$40,000 to replenish the treated salt supply and \$40,000 for catch basin cleaning. Vote 5-0 in favor.

Approve the transfer of \$19,655.00 from the Board of Education budget to the Capital Non Recurring Fund to purchase a van to be used for Special Education pupil transportation.

The First Selectman explained that he has become aware of some capital assets attempting to be purchased through the operating budget of the Board of Education. At their June 9th meeting, the Board of Finance approved the transfer of \$19,655 from the Board of Education budget surplus funds to the Capital Non Recurring Fund to purchase a van to be used for Special Education pending approval by the Board of Selectmen. Selectman Reynolds moved to approve the transfer of \$19,655.00 from the Board of Education budget to the Capital Non Recurring Fund to purchase a van to be used for Special Education pupil transportation. Vote 5-0 in favor.

Approve the transfer of \$25,000 from Contingency to Town Counsel to cover overage in legal expenses.

The First Selectman explained that there are pending lawsuits, Union Negotiations (for seven unions) and litigation which have depleted the Town Counsel budget. Selectman Fitzgerald stated that it has been a wise move to use a lawyer for labor negotiations as we have paid heavily for not using that expertise in the past. He also was in favor of challenging the litigations and asserting the public's rights. Selectman Fitzgerald moved

to approve the transfer of \$25,000 from Contingency to Town Counsel to cover coverage in legal expenses. Vote 5-0 in favor.

Ratify the Cover Soil Agreement with Environmental Partners.

First Selectman McAnaney has signed an agreement with Environmental Partners for cover soil at the landfill. A copy of the agreement was distributed to the Selectmen. This is soil from the Busway project. It does not need to be mixed and will be used to cover layers of material at the landfill. The Town received a check for \$142,500 which represents one-half of the expected payment. Selectman Fitzgerald questioned whether this was the same dirt that we had issues with previously. The First Selectmen responded that it was not and has been deemed suitable by our Engineering firm. Selectman Reynolds moved to ratify the Cover Soil Agreement with Environmental Partners. Vote 5-0 in favor.

Acceptance of Grants for Education Department and send to Town Meeting as follows:

Special Education Excess Cost and State Agency Placements	\$839,573
IDEA Part B, Section 611 (SPED)	\$409,154
Open Choice Academic & Social Support	\$179,675
Open Choice Tuition	\$605,872
Technology Grant	\$238,014

The Town Charter requires that grants greater than .25% of the annual budget be approved at Town Meeting. These grants for the Board of Education for Fiscal 2013-14 need to follow the procedure. Selectman Fitzgerald moved to accept the grants listed on the agenda for the Education Department and send to Town Meeting. Vote 5-0 in favor.

Approve Tax Abatements for Dairy Farms

Three Dairy Farms have applied for tax abatements per Town Ordinance and C.G.S. 12-81m in the amount of \$8,649.38. Selectman Sullivan moved that the Town of Suffield grant tax relief to dairy farms as provided for in Connecticut General Statutes Sec. 12-81m. Vote 5-0 in favor.

Discussion and possible vote on 2.35% cost of living increase (effective 7/1/14) for those non-union employees that did not received a salary increase in excess of 2.35% in the annual budget process.

First Selectman McAnaney stated that 2% was set aside for non-union employee cost of living increases in the budget. 2.35% was granted to unions who have agreed to contracts including WPCA, Town Hall and Dispatchers. Selectman Fitzgerald asked if there were sufficient funds for the .35% increase and the First Selectman said that there were per discussions with the Director of Finance. Mr. Fitzgerald said that our policy has been to make non-union raises on par with Union contracts and he sees no reason to

change that policy. Selectman Fitzgerald moved to approve a 2.35% cost of living increase (effective 7/1/14) for those non-union employees that did not received a salary increase in excess of 2.35% in the annual budget process. Vote 5-0 in favor.

Reappointments

Selectman Fitzgerald moved to reappoint Joe Sangiovanni to the Building Code Board of Appeals through June 30, 2018. Vote 5-0 in favor.

Selectman Chafetz moved to reappoint David Bahlman and Margery Warren to the Historic District Commission through June 30, 2018. Vote 5-0 in favor.

Selectman Sullivan moved to reappoint Viola Carney to the Housing Authority through June 30, 2018. Vote 5-0 in favor.

Selectman Reynolds moved to reappoint Mark Blackaby and Susan Hastings to the Zoning Board of Appeals through June 30, 2018. Vote 5-0 in favor.

First Selectman McAnaney moved to reappoint Ray Wilcox, Norman Noble and Glen Vincent (alt) to the Conservation Commission through June 30,2018. Vote 5-0 in favor.

Selectman Fitzgerald moved to reappoint Ellen Taylor Stearns, Carol Martin (alt) and Rev. Michael Devito (alt) to the Ethics Commission through June 30, 2018. Vote 5-0 in favor.

Call a Town Meeting on Thursday, June 26 at 7:00 p.m. at Suffield High School

Selectman Reynolds made the motion to Call the Town Meeting as printed on the Legal Notice below:

LEGAL NOTICE

NOTICE OF A TOWN MEETING TOWN OF SUFFIELD

Notice is hereby given that a Town Meeting of the inhabitants of the Town of Suffield, Connecticut qualified to vote in Town Meeting, will be held in the auditorium at the **Suffield High School, 1060 Sheldon Street on Thursday, June 26, 2014 at 7:00 p.m.** for the following purpose to wit:

1. Acceptance of STEAP Grant in the amount of \$250,000 for improvements to Hilltop Farm

2. Acceptance of Special Education – Excess Cost and State Agency Placements Grant in the amount of \$839,573 for Education Department
3. Acceptance of Individuals with Disabilities Education Act (IDEA) Grant in the amount of \$409,154 for Education Department
4. Acceptance of Open Choice Academic & Social Support Grant in the amount of \$179,675 for Education Department
5. Acceptance of Open Choice Tuition Grant in the amount of \$605,872 for Education Department
6. Acceptance of Technology Grant in the amount of \$238,014 for Education Department

Dated at Suffield, CT this 18th day of June, 2014.

BOARD OF SELECTMEN-TOWN OF SUFFIELD

Edward G. McAnaney, First Selectman
Timothy Reynolds, Selectman
Joanne Sullivan, Selectman
Brian Fitzgerald, Selectman
Mel Chafetz, Selectman

Vote 5-0 in favor.

Charter Revision Review

First Selectman McAnaney has met with Town Counsel to review the charter and has prepared a memo of possible items to address. He will share that memo with the Selectmen and encouraged them to prepare a list of their own to discuss.

Discussion regarding Kent Memorial Library temporary move during construction.

First Selectman McAnaney stated that the new elevator addition and renovations for HVAC, electric and windows will require the closing of Kent Memorial Library. There is question regarding the actual time frame as it has been estimated from 4 – 9 months. Town Hall is not an option since it will under going a renovation project as well. The portable classrooms behind McAlister are being considered as a viable space. The Selectmen were given diagrams showing a fence that would provide secured access. Temporary parking would be added to the end of 230 Mountain Road and handicap parking spaces were designated as well. The First Selectman noted the following

advantages : we own the property; simple access to computer networks; low cost (approximately 7500 for fencing and driveway gravel); adds safety and security that doesn't exist now. Mr. McAnaney noted that the Tennis Courts are accessed by residents while school is in session. Selectman Chafetz stated that there are children playing outside practically all day and is concerned about outside access. He said the school takes lots of steps to secure the area and having 50-100 people per day that no one knows will make people anxious. Selectman Reynolds asked what other alternatives exist. Selectman Chafetz noted that the Library Commission considered renting space at 1160 South Street. The Laureno property was also an option. The option of moving the portables to the Town Hall Annex parking lot was also discussed. After more discussion, First Selectman McAnaney agreed to look into the possibility of moving the portable classrooms to another location.

Selectman's Update

- a.** State Bond Commission approved the \$75,000 reprogramming of Babb's Beach project
- b.** Condominium Group Request costs were provided on Tuesday, June 17th.

The Condominium Group offered the Town options to adjust for their streetlights and fire hydrant costs. They feel that they are being charged twice for streetlights and fire protection. Selectman Fitzgerald noted that other private road expenses would need to be considered. First Selectman McAnaney said he would like to look at the issue comprehensively. Discussions followed about those non-condominium residents that have neither streetlights nor fire hydrants but who subsidize the costs through their taxes.

Selectman Reynolds moved to adjourn the meeting at 9:02 p.m. Vote 5-0 in favor.

The next Board of Selectmen Meeting will be Wednesday, July 16, 2014.

Lisa Trase
Recording Secretary