TOWN OF BARKHAMSTED BOARD OF SELECTMEN JANUARY 25, 2022 BARKHAMSTED TOWN HALL 7:00 PM

- 1. Call to Order
- 2. Delegations
- 3. Public Portion
- 4. Review bills and sign checks
- 5. Consider and act on minutes of the January 13, 2022, Special Meeting and the January 18, 2022, Special Meeting
- 6. Review and act on Tax Refunds
- 7. Discussion of COVID-19
- 8. Discussion of FY 2022/2023 General Government and Capital budgets
- 9. Discussion of ARPA funds and associated projects
- 10. Discussion of shared Director of Economic Development
- 11. Any other business

BOARD OF SELECTMEN – JANUARY 13, 2022 SPECIAL MEETING MINUTES

This meeting was conducted via Zoom. A recording of the meeting is available at: https://us02web.zoom.us/rec/share/7udrOqtD56Mfu3GtgHNr0AdboOVKBLgZC8BcsLA4KTDnAINHWRTTyDUhEUQZFbfl.JDDXFmGiTf33Tx8P

Meeting called to order at 8:35 AM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky. Rich Winn, Chairman of the Board of Finance, was also present.

This was a Zoom meeting and the link to the recording is at the top of the page.

DELEGATIONS: No delegations were present.

PUBLIC COMMENT: No public comments were made.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the minutes of the December 14, 2021, Regular Meeting and the December 22, 2021, Special Meeting were approved.

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to approve the following Tax Refunds:

James Stewart	\$ 19.69	Credit
Stefanie Hein	\$ 16.31	Refund
Stacia Perri	\$ 63.69	Credit
Corelogic	\$ 2,290.25	Refund
Jeremy Dyer	\$ 226.33	Credit
Perry Koll	\$ 65.06	Credit/Refund
Thomas Hyde	\$ 124.06	Refund
CCAP Auto Lease	\$ 1,042.80	Refund
Ryan Rigney	\$ 182.15	Credit

DISCUSSION: The Selectmen and Rich Winn reviewed the ARPA rule changes and the update to the proposed expenditures for the ARPA funds from the Federal Government (attached). The rule for using the ARPA funds has been changed to allow up to \$10 million to be classified as "lost revenue". Since the town is only eligible for \$1,066,000, all of our funds can be used in a relatively unrestricted manner. The conversation was intended to look at the use of the funds as approved to-date, but also to look at how to use the remaining funds to support capital projects, road projects, improvements at the school, and continued support of initiatives like broadband, support of local non-profits or businesses,

and economic development. Don Stein mentioned that he had investigated the cost of installing an elevator in town hall, but the cost was prohibitive (\$75,000-\$100,000), so it was taken off the suggestion list. One idea which surfaced was to pay for removing the paint from the Riverton Bridge so that it can be repainted. There was interest in support of the Youth Baseball by providing a composting toilet and snack bar, but the installation of lights at the field was eliminated. Additionally, the repair and installation of sprinklers at the school field is high on the priority list. The projects and new ideas will be the subject of the ARPA committee meeting to be held on the 18th. They will then go to the Board of Finance and then to the Selectmen. It was suggested that we make sure that the non-profits provide data about their lost revenue, maybe even requested a notarized letter from them regarding their lost revenue.

DISCUSSION: The Selectmen reviewed the General Government expenditures and saw nothing that was of concern. The line items were generally in line with the budget with the exception of the Town Counsel line, which has been running high due to the on-going civil actions. In addition, the Selectmen reviewed the tax collections through 12/31/21, as presented by Terri Collins. We are slightly behind last year, but are in good shape, as the last few days of December were not included, and there were large sums that were being received from escrow companies that were not included. It is expected that the expenditures and the tax collections will meet their goals at the end of the fiscal year.

DISCUSSION: The Selectmen reviewed the latest information about COVID cases in town and the vaccination rate for the residents. The number of cases has gone up drastically and the number of school age children being infected has likewise increased. Fortunately, the death rate has stayed relatively flat, and one high spot is that youth basketball has been restarted and that pickleball is being played at the Elementary School. The Town has also been distributing N95 masks and home test kits that were supplied by the State, but has been asking that the only residents who request them be in need due to symptoms, exposure or that need the kits and masks for travel or going back to work.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the Selectmen made the following appointments:

- Conservation Commission: Frank Kawa and Katie Olson, both for terms through 12/31/2023
- Inland Wetlands Commission: Ian Osborn, term through 12/31/23

DISCUSSION: Don Stein told the other Selectmen that he had nominated Jim Shanley for the Northeast States Emergency Consortium Emergency Manager of the Year for Connecticut. While he was not selected, he received a Certificate of Appreciation. The decision was made to send him a cover letter from the Town with congratulations, along

with the certificate.

DISCUSSION: Don Stein provided a copy of a request from the Winsted Town Manager, Josh Kelly, regarding the possibility of sharing an Economic Development consultant with Winsted. They want to have someone work for them 20 hours per week and would like to share that individual with other towns to get up to a full-time position. Don Stein was going to discuss that with the EDC and the committee on ARPA funds to determine if there is interest.

DISCUSSION: Don Stein and the Selectmen briefly discussed the issue of broadband as it relates to Economic Development. This subject will be discussed with the EDC at their next meeting and then bring it back to the next Selectmen's meeting.

DISCUSSION: Don Stein informed the Selectmen that Quinoco, who provides us with heating oil, propane and diesel and who services the Town Hall boiler had seen corrosion building in the furnace. The town will be going out to bid for a replacement and will evaluate propane vs. heating oil and will be able to use ARPA funds for this project. The town will also use ARPA funds to install handicapped openers in the upstairs bathrooms to make them more accessible to those with walkers or wheel chairs.

The meeting was adjourned at 9:45AM.

Respectfully submitted,

Donald S. Stein First Selectman

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VFD Tumout Gear Drver	\$2,950 Surits (need to add shipping)	056.8	8.050	000 0	hamana
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NWCT Transit request	\$10,000-\$20,000	\$ 10,000	10,000	\$	50
Duct cleaning - town hall/fown garage (March 2022)	iguote from vendor	\$ 5000	E 2		S
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Jown Bullaing Secunty Cameras (needs electricity)	nníce		000'5		approved
School Front Door Intercom Replacement	56£75	\$6,399	\$6,399	\$	8
NH Ambulance Request	\$25,000		\$ 25,000		8
First Congregational Church of Barkhamsted	Historic Preservation due to lost revenue	15,000	2.0031	1xm2	3
Rathometed Historical Contests					1 7
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Greenwoods Counseling & Referrals				10,000	approved
Phase 1 of School HVAC	\$22,750		\$ 22.750		Ca
Proadkand Consultant for cost of fiberto town		900 pg			,
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ricesons valley supplication files nespondents					approved
Barkhamsted East & Riverton 1st Aid Kits + 2 Station AED's				5 6,012	approved
Marsars ice Rescue Sied Kit				2870	2 CANCILLO
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Rope Team - Adding/Replacing Outdated Gear				\$ 10,900	approved
Extend Water Line from Winsted	per discussion with J. Senese	was 5300K	will need bids		zooroved
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Truck washer for town garage	\$25,000	\$ 25,000	\$ 25,000	\$	gathering quotes
Request from PV Methodist Church					
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Farmington River Bridge (by abutments)	cost share for DEEP grant	10.000	no award vet		
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rol rather definitions				100 to 10	
Senior Center Kitchen Hood /kitchen expansion	guesstimate			\$ 40,000	
NH Ambulance (year 2)				\$ 25,000	
School irrigation system	tbd			5.000	100
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Paint Riverton Bridge	S40,000 consider other enhancements				
Riverton cell service	tbd			\$ 25,000	
Riverton Merchants forum regarding uses of funds	thd	brainstorming??		thd	
Economic development/ public asssistance/resident assistance	10000000000000000000000000000000000000	brainstorming??		tbd	
		Total		185,000	
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School/Recreation Improvements					
Improvements to school parking and parking at church	.		Total	\$1,067,298	
Tennis courts/skating rink			Balance Available	\$232,638	
Central A/C for school	21,000,000				
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Repairs to Sr. Center handicapped door	\$2,400		77777V7A 1000000000000000000000000000000000000		
Greenwoods Hiking/Biking trail	\$25,000.530,000				
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NWCT Arts Council request	\$5,000-\$10,000				

BOARD OF SELECTMEN JANUARY 18, 2022, SPECIAL MEETING MINUTES HIGHWAY GARAGE COMMUNITY ROOM

Meeting called to order at 6:07 PM.

Present were First Selectman Don Stein, Selectmen Ray Pech and Nick Lukiwsky, Rich Winn, Jim Shanley, Dave Moulton, Norman Bird, Frank Miceli, Tom Brodnitzki and Jim Agostine in person. Caprice Shaw and Sally Roy attended via Zoom.

On a motion by Ray Pech, seconded by Nick Lukiwsky, the minutes of the December 14, 2021, Special Meeting were approved.

Don Stein reviewed the ARPA rule changes and the update to the proposed expenditures for the ARPA funds from the Federal Government. The rule for using the ARPA funds has been changed to allow up to \$10 million to be classified as "lost revenue". Since the town is only eligible for \$1,067,298, all of our funds can be used in a relatively unrestricted manner.

The updated list of projects (see spreadsheet below), including a new request from the Pleasant Valley Methodist Church, updated pricing on the request for a town garage truck washer, and a request for funding to install handicapped doors on the Town Hall restrooms.

Based on the project list, it appears that the budget for Year 1, both the normal funding and the less-restrictive lost revenue, can be met without scaling back the projects.

The updated list was approved (attached), including those items with a minor change in the cost plus those that are new. On a motion by Norman Bird, seconded by Rich Winn, and passed unanimously, the requests to donate \$15,000 to the Pleasant Valley United Methodist Church due to lost revenue and to fund the accessibility improvements to the Town Hall restrooms were approved for referral to the BOF and the BOS.

General discussion items included:

- Integration of ARPA plans with the Town capital plan
- Potential additional cost of annual audit due to the expenditure of Federal

- funds under the ARPA grant
- Consideration of alternate sites for the bridge connecting Peoples and American Legion State Forests if the Town receives the trail grant from the CT DEEP
- Youth baseball is looking at a combined snack bar/restroom facility and will propose that after they have rough pricing
- The Fire District is interested in purchasing 40 sets of breathing apparatus since their current inventory is nearing the end of the period allowed for their use. This would cost ~\$290,000 and was taken under advisement by the committee with the request that they look for grants which tend to be available for fire departments.
- Supplementing the road budget was also discussed, as was the possibility of funding a part-time economic development director
- It was suggested that we consider working with local businesses to determine their needs, and that we reach out to the other churches in town in addition to the ones who have requested funds to replace revenue lost due to the pandemic.

The meeting was adjourned at 6:55.

Respectfully submitted,

Donald S. Stein First Selectman

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School/Regression improvements					
Improvements to school parking and parking at church	tpq:		Total	\$1 067 298	
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CENTRAL K/C 101 SCHOOL	\$1,000,000				
Town Half Elevator	\$60,000				
Cybersecurity	199				
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NWC! Arts Council request \$5,000-\$10,000	00 table consider local arts				
Economic Development (Cannabis retail or growing?)	\$25,000 determined possible confli	ct with Federal funds		< > < > < > < > < > < > < > < > < > <	***************************************

Labrie Home Improvement

7 Shannon Drive Barkhamsted, CT 06063

Estimate

Date	Estimate #
1/13/2022	1188

Name / Address				
Town of Barkhamsted 67 Ripley Hill Rd Pleasant Valley, CT, 06063				
				Project
Descrip	otion	Qty	Rate	Total
Senior Center Garage Siding, remove and replace any rotted siding replace with new fiberglass door, enclose ov coil stock, replace 4 new vinyl windows, ins Senior Center	g, replace existing entrance door and erhangs and eaves with vinyl and white		10,450.00	10,450.00
We propose hereby furnish material and All payments are due based on agreements *Any alteration or deviation from the above	nt.			he sum of estimate.
Any alteration of deviation from the above order, and will become an extra charge over accidents, or delays beyond our control.	and above the estimate. All agreements co	ntingent	upon strikes,	
***Note-this proposal may be withdrawn by us if not accepted within days.				
The above prices, specifications, and conditi You are authorized to do the work as specifi				
D-4- 'C A4-	Respectfully Submitted:			
Date if Acceptance:	Customer Signature:		Total	\$10,450.00

	Prior	Lance Control		The state of the s	DUNGS NAME OF STREET										T		
	Years	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Capital Reserve -Surplus	18,644	0	11,038	11,038	102,270	0	0										
Capital Reserve Project Appropriation		237,920	69,000	250,000	335,400	374,600	0	355,000	273,245	249,515	316,000	175,000	125,000	75,000	75,000	213,000	95,000
Returned to Reserve Fund							143,767										
Additional Capital Contribution					233,130		12-17/4/12/1										
CAPITAL ITEMS																	
Board of Selectman				TOTAL DESIGNATION	None of the last	50/25700											
Revaluation	2,700			35,000	35,000		Water Land	THE PARTY OF THE P			30,000					35,000	
Plan of Conservation & Development		30,000					4-16-10-10-10-12-1						30,000				
Town Hall File Server/Computers/Assessors Software	AUSTRALIA STU				DESCRIPTION OF	30,000	SUMMATE.	PRESIDENT			15,000					15,000	
Tax Sale	13,925	Mileston State		Contains	15,000												
Town Hall Ramps and Sidewalks				AND STREET		19,000											
Town Hall and School Parking Lot		Secretary and the second		SELECTION.					50,000	100,000	50,000						
Land Use Upgrades	2,019						Carlotte Control										
Replace 1997 Loader												(2)					
Replace 1997 Backhoe				District Control		65,000											
Excavator Rotating Grapple	STATE OF THE PARTY.																
Mini-excavator						65,000		# 1474 T. T									
Mowing Equipment								35,000									
Salt Shed Tent Replacement								20,000				20,000					20,000
Senior Center Parking Lot									40,000								
Senior Center Boiler/HVAC			12,000									19			9		
Replace 2001 International								175,000									
Refurb 2001 International		82,000		AND DESIGN													
Replace 2015 Foreman's truck (Rich)		50,000									50,000						
Replace 2000 International			45,000	105,000													
Replace 1997 International					180,000			E La									
Replace 2002 International																	
Replace 2006 & 2007 International		20,000															
Truck Fund									75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Subtotal	18,644	182,000	57,000	140,000	230,000	179,000	0	230,000	165,000	175,000	220,000	95,000	105,000	75,000	75,000	125,000	95,000
Board of Education																	
Flooring*			4,62203,411.00						17,245	14,515							
Technology Upgrades (SMART Technology/touchscreens)				TO STATE OF THE PARTY OF			0							4		
School Software	FOR STORES							35,000									
Bathroom Upgrades				32,200			ALL AREAS										
Main and Fire Door Replacement			Nasalan S		10,000		2000										
Concrete Sidewalks and curbing					A PARTIE AND A	46,000											
Floor scrubber				15,000													
Freezer/Cooler					CONTRACTOR OF THE PARTY OF THE				16,000		16,000						
Card Access					The second second	ME STERNESS				14,000							
School Security						40,000											
Fire Panel									10,000								
Windows							KUNDA MA										
Elevator								90,000									
Classroom lighting											80,000					60,000	
Septic Holding Tank Replacement									25,000								
HVAC System Components								ALL THE PARTY	40,000								
Water tank	E21833									15,000							
Oil Tank Replacement					95,400	109,600											
Parking Lot repaving								0.250000				80,000					
Vent Cleaning													20,000				
Boiler Circulator/Booster Pumps (1990)		24,500								31,000							
Subtotal	0	55,920	12,000	47,200	105,400	195,600	0	125,000	108,245	74,515	96,000	80,000	20,000	0	0	88,000	0
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Total Annual Capital	18,644	237,920	69,000	187,200	335,400	374,600	0	355,000	273,245	249,515	316,000	175,000	125,000	75,000	75,000	213,000	95,000
Capital Reserve Surplus - Balance	0	0	11,038	53,317	102,270	0	143,767	0	0	0	0	0	0	0	0	0	0
						1	Note that if t	he State rein	nbursement o	f \$11,976 is r	received, it c	an also be u	sed to offset	FY21/22 cos	ts		

ARPA Expenditure Plan 01/14/22

Year 1		Recommended	Updated Figures -11/15/21	Updated Figures -12/14/22	Status - 1/14/21
VFD Turnout Gear Dryer	\$8,950 6 units (need to add shipping)	\$ 8,950	\$ 8,950		approved
IV-C Ventilation	\$32,000 town buildings (add garage)	\$ 35,000		\$ 35,000	finalizing costs
NWCT Transit request	\$10,000-\$20,000	\$ 10,000		\$ 10,000	pd
Ouct cleaning - town half/town garage (March 2022)	quote from vendor	\$ 5,000		\$ 6,800	PO
leguest from PV Children's Center	\$10,000	\$ 10,000		\$ 8,000	pd
own Building Security Cameras (needs electricity)	\$5,000	\$ 5,000		\$ 8,000	approved
chool Front Door Intercom Replacement	\$6,399	\$6,399	\$6,399	\$ 6,399	pd
IH Ambulance Request	\$25,000	\$ 25,000		\$ 25,000	pd
irst Congregational Church of Barkhamsted	Historic Preservation due to lost revenue	\$ 15,000	\$ 15,000	\$ 15,000	pd
Parkhamsted Historical Society	\$5,000	\$ 5,000	\$ 10,000	\$ 10,000	pd
own Hall Handicapped Doors	first part of cost is being paid under CRF funds/add electricity	\$ 3,500	\$ 3,500	\$ 6,000	pd/po
ireenwoods Counseling & Referrals				\$ 10,000	approved
hase 1 of School HVAC	\$22,750	\$ 22,750	\$ 22,750	\$ 22,750	PO
roadband Consultant for cost of fiber to town		\$ 40,000		\$ 30,000	approved
Neasant Valley Supplemental First Responder Kits				\$ 6,000	approved
larkhamsted East & Riverton 1st Aid Kits + 2 Station AED's				\$ 6,012	approved
Marsars Ice Rescue Sled Kit				\$ 2,870	approved
O Motorola Pagers				\$ 13,230	approved
tope Team - Adding/Replacing Outdated Gear				\$ 10,900	approved
xtend Water Line from Winsted	per discussion with J. Senese	was \$300K	will need bids	\$ 250,000	approved
				\$ 491,960	
ruck washer for town garage	\$25,000	\$ 25,000	\$ 25,000	\$ 40,000	gathering quotes
lequest from PV Methodist Church			1	\$ 15,000	
own Hall Bathrooms handicapped accessibility			1	\$ 4,700	
own Hall Boiler Replacement	\$15,000-\$25,000		1	\$ 25,000	
armington River Bridge (by abutments)	cost share for DEEP grant	\$ 10,000	no award yet	\$ 10,000	
ittle League field Improvements (bathroom/snack shack)	deleted lights			\$ 60,000	
1				\$ 646,660	

NH Ambulance (year 2) School Irrigation system Running /walking track/fitness stations Paint Riverton Bridge Riverton cell service	guesstimate tbd \$39,000 - \$78,000 \$40,000 consider other enhancements tbd tbd	brainstorming?? brainstorming??	\$ \$ \$ \$ \$ \$	40,000 25,000 5,000 50,000 40,000 25,000 tbd tbd
		Total 2-year total	Š	831,660

			z-year totai		3 831,000
No Longer being considered					
School/Recreation Improvements			,		A- 057 400
Improvements to school parking and parking at church		tbd		Total	\$1,067,298
Tennis courts/skating rink		tbd		Balance Available	\$235,638
Central A/C for school		\$1,000,000			
Town Hall Elevator		\$60,000			
Cybersecurity		tbd			
Repairs to Sr. Center handicapped door		\$2,400			
Greenwoods Hiking/Biking trail		\$25,000-\$30,000			
Riverton water line from Winsted to replace hydrant system		>\$500,000			
Senior Center Van		tbd			
Riverton Grange request for handicapped ramp		\$5,000 used other sources =- complete			
Required COVID testing of town employees		tbd minimal expense - complete			
NWCT Arts Council request	\$5,000-\$10,000	tbd consider local arts			
Economic Development (Cannabls retail or growing?)		\$25,000 determined possible conflict with	Federal funds		