

BOARD OF SELECTMEN – February 15, 2019 SPECIAL MEETING MINUTES:

Meeting called to order at 9:20 AM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky.

DELEGATIONS: No delegations were present.

PUBLIC COMMENT: No public comment was made.

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to approve the minutes of the January 22, 2019, meeting.

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

\$ 95.99	Scott Ransford	credit
\$ 96.52	Carl Brown	credit
\$ 82.66	Christopher Tooker	credit
\$ 14.76	Kelly Tellier	refund
\$ 122.93	Yogeshkumar Patel	refund

DISCUSSION: The Selectmen reviewed the General Government budget actuals through January 31, 2019 and noted that expenditures were on track for the first 7 months of the fiscal year. To date, the Highway Department budgets for snow control have been benefitting from the generally lower snowfall amounts and the other winter-related expenditures for heating oil and electricity appear to be reasonable. However, as noted in the motion below, there will be a request made to the Board of Finance to transfer funds to the Senior Center Fund and Dog Fund to cover shortfalls in those accounts.

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to approve a request to the Board of Finance to \$8,000 from the General Fund into the Senior Center Fund and \$4,000 into the Dog Fund, per the attached sheet showing the expenditures and revenues for these funds. These transfers are necessary due to the negative fund balances at the start of the fiscal year, unexpected maintenance expenses at the Senior Center, and the lack of tenant at the Center. Modest increases in those budgets will be requested for the coming year's budget.

DISCUSSION: The Selectmen reviewed the request for a line item in the Town Budget to support the request from the Laurel Acres Pond Association's for their on-going activities at West Hill. It was decided that we would not approve a budgeted figure for the coming fiscal year in light of the fiscal constraints and uncertainties in the current environment. However, as in the past, the Town will be willing to provide in-kind support or funds for a specific need should one occur.

DISCUSSION: The Selectmen reviewed the proposed FY 2019/2020 budget for the General Government expenses. The budget request to the Board of Finance will be -0.1% due to a combination of personnel changes, which bring in employees with lower salaries and reduced insurance expenses; the fact that this year

will only consist of municipal elections vs. FY'19 which had national and State elections; and some other modest reductions. The employees' raise, based on the current union contract will be 2.6%, and expenses like heating oil, electricity, the tree-cutting fund, and others will be based on an average of the last two years' actuals. Most of the agencies that the Town supports or utilizes are requesting zero-to-very modest increases, with the exception of the Farmington Valley Health District, which has a 5-year plan to attain certification, and which will require about a 10% increase in fees per year for that period. The increase in debt payments for the Highway Garage and the School roof/photovoltaics, is only 0.24% and the Town insurance ratings and associated increases in premiums, including health, workers compensation, and general liability, are also very good based on the past year's performance.

DISCUSSION: The Selectmen reviewed the proposed FY 2019/2020 budget for capital projects which had been discussed with the Board of Finance Capital Subcommittee. Included in the Selectmen's request is \$30,000 for a new server and 10 new computers, necessitated by the expiration of the warranty and support for the existing equipment. This figure also includes a new software system for the Assessor's office, which is required since the current software will no longer be supported by our current vendor. The Highway Supervisor has also requested replacement of the Town's backhoe and the purchase of a mini-excavator, at a cost of \$65,000 each. The plan is to buy 2 or 3 year old equipment in an attempt to save money and to buy units that are more reliable than the new ones, which have very complex diesel control systems. The other item in the Town's capital request, which also has a line item in the BOE's request, is for redoing the sidewalks and ramps at Town Hall and by the entrances to the school. These requests are based on a quote of about \$64,500 from Cannavo Construction, which was considerably lower than previous numbers that the Town had seen. The final project requests will be presented to the BOS, then to the Capital Committee, and finally to the Board of Finance at their March meeting.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to approve a revision to the 5-year Capital Improvement Program (CIP) (attached below) to include a \$5,000 line item for Town Hall and Town Hall parking lot lighting upgrades. This plan covers the use of Town Aid Road funds, town highway funding and the ability to apply for LOCIP funds for specific projects. It is supplemental to the Town's Capital Plan approved at the Annual Town Budget Meeting.

DISCUSSION: Don Stein informed the Selectmen that the Farmington Valley Health District was planning a 5-year series of per capita cost increases to their towns. The total increase will be more than a 50% increase in the town fees, in order to pay for attaining certification, which is not mandated by the State. The First Selectman has reached out to the Torrington Area Health District, whose town fees are lower than the FVHD, and whose fees to the homeowners or builders appear to be comparable. A decision to switch has to be made by December 31st for the following year, so there is still time to perform the due diligence.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to approve a proposal from Wesson Energy, Inc., to replace lighting in the highway garage under an incentive program from Eversource. This program provides for a discount on the work, and a 48-month loan incorporated into the electric bill that is roughly equivalent to the cost savings from the replacement LED lighting. After that period, the Town will see the savings.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to approve the attached call for a Special Town Meeting, in order to obtain approval to necessary resolutions that will allow the Town to apply for a school building project that will cover 51% of the cost of removing and replacing the underground oil tank at the Barkhamsted School.

DISCUSSION: Don Stein informed the Selectmen that he was working with Winsted to finalize the feasibility study of the revised sewer/water service area and that it appears that Winsted is interested in moving forward. More to follow on this subject along with the status of the purchase of the shopping center and progress being made by the Housing Trust regarding the Mallory Brook Farm.

The Selectmen decided to cancel the meeting scheduled for February 21st.

The meeting was adjourned at 10:30 AM.

Respectfully submitted,

Donald S. Stein
First Selectman

W A R N I N G

**SPECIAL TOWN MEETING
TOWN OF BARKHAMSTED
THURSDAY, MARCH 7, 2019
7:00 PM**

The legal voters of the Town of Barkhamsted and those entitled to vote at Town Meetings within said Town are hereby warned and notified that on Thursday, March 7, 2019, at 7:00 PM, a Special Town Meeting of the Town of Barkhamsted will be held in the Barkhamsted Elementary School on Ripley Hill Road in Barkhamsted for the purpose of transacting business as follows:

RESOLVED:

1. To authorize the Barkhamsted Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the replacement of the underground heating oil tank project at the Barkhamsted School, and
2. To hereby establish a new Building Committee as the building committee with regard to the replacement of the underground heating oil tank project at the Barkhamsted School, and
3. To authorize the Town of Barkhamsted to at least prepare the schematic drawings and outline specifications for the replacement of the underground heating oil tank project at the Barkhamsted School

Dated at Barkhamsted, Connecticut, this 15th day of February 2019.

Donald S. Stein
First Selectman

Raymond P. Pech
Selectman

Nicholas A. Lukiwsky
Selectman

Town of Barkhamsted
5-year Capital Improvement Program (CIP)

This plan covers the general description, need, and estimated cost of each individual capital improvement, and the proposed funding source for each individual capital improvement in the first year of the plan. The CIP has been approved and adopted by the Board of Selectmen consistent with the approval of the Annual Town Meeting and is supplemental to the capital Improvements approved at the Annual Budget meeting to be funded by the Town's Capital Reserve Fund.

The projects below are to be funded by a combination of Town Highway Department funding (General Government Budget), and the State's Local Capital Improvement Program (LOCIP), Grants for Municipal Projects, and Town Aid Road (TAR) funds.

2018	- Chip Seal ~6 miles	\$125,000
	- Town Hall Upgrades and Building Corrections	\$ 15,000
2019	- Paving	\$350,000
	- Chip Seal	\$125,000
	- Crack Seal	\$ 10,000
	- Lighting Upgrades – Town Hall	\$ 5,000
2020-2022	- Paving	\$150,000
(per year)	- Chip Seal	\$160,000
	- Crack Seal	\$15,000

Approved by Barkhamsted Board of Selectmen at meeting dated: February 15, 2019