

BOARD OF SELECTMEN – FEBRUARY 13, 2018

MINUTES:

Meeting called to order at 7:00PM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky. Also present was Francine Beland, Assessor.

DELEGATIONS: No delegations were present.

PUBLIC COMMENT: No comments were presented by the public.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to approve the minutes of the January 23, 2018, meeting.

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

\$ 5,898.24	Corelogic Tax Service	refund
\$ 181.63	Kristen Prior	refund
\$ 103.79	USB Leasing LT	refund
\$ 108.09	John Bertell	refund
\$ 59.42	Karen Roberg	credit
\$ 138.32	Frank Kaczynski	credit
\$ 15.87	George Michna	refund
\$ 96.16	Stephen or Gretel Eddy	refund

DISCUSSION: The Selectmen reviewed various documents and analyses related to the 2018/2019 General Government, capital and LOCIP budgets, the Town road plan and the preliminary impact to property taxes based on the budget projections.

- During this discussion, the Selectmen reviewed the proposed LOCIP CIP budget, which includes \$15,000 for Town Hall improvements and various road repairs, the proposed Capital Plan, which includes the second year of the Revaluation (\$42,500), additional funding for another tax sale (\$15,000) and a new plow truck (\$180,000). The Board of Education request is separate and the full capital plan will be considered by the Capital Committee and the Board of Finance in March.
- The Selectmen reviewed the budget expenditures through January 31, 2018 and did not note any unusual expenditures or causes for concern that needed to be reflected in the 2018/2019 budget.
- The State grant estimates were presented, which included education and road funding, along with smaller municipal aid items. The areas of concern are that the second payment for Town Aid Road (~\$96,000) may not be forthcoming as the State is holding that back due to shortages in the State's Special Transportation Fund. That will impact this year's road budget. For the coming fiscal year, the Governor's budget projections are that the Town will receive \$1,729, 187, down from \$1,967.165 in FY '16/'17, but similar to the final figures for the current year, unless the TAR payment referenced above is withheld. The projection for '18/'19 does include full funding for Town Aid Road.
- Francine Beland presented her request for additional funding for her position due to the revaluation activity which is very time-consuming. An additional allocation of \$7500 was put into the capital project for reval in response to her request. The Selectmen also discussed the workload in her

department and the number of hours for her assistant and for the Assessor position going forward.

- After reviewing data from other towns in our region, which show that our Selectmen stipend is substantially below almost all of the other towns, the budget was changed to raise the stipend from \$600 each to \$1200 each, for a total of \$2400. Ray Pech expressed concerns about making a change like this mid-term, and this change will be voted on at the next meeting.
- At the meeting to be held on March 5th, the Selectmen will vote on all budget items for which they are responsible so that these can be considered by the Board of Finance at their Special Meeting to be held on March 6th.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to appoint the following residents to the Conservation Commission:

Wes Poole – 2/13/18 – 12/31/19 – member

Ryan Caouette – 2/13/18 – 12/31/18 – alternate

Noelle Linke – 2/13/18 – 12/31/19 – alternate

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to add the 5-year Capital Improvement Program (CIP) to the agenda.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to approve the attached CIP for the period from 2018 through 2022.

DISCUSSION: The Selectmen reviewed a proposed agenda for the Annual Town Meeting tentatively scheduled for March. This would encompass the normal items for the Annual Meeting and some additional appointments and ordinances. The attachment to the minutes shows the items that would be considered.

DISCUSSION: Don Stein informed the Selectmen that only two bids were received in response to the RFP for the Town Auditor position. Sinnamon and Associates, the current auditor, proposed \$15,000 per year for a 3-year period and a second bid was received by an accounting firm from Jamaica, NY at a slightly lower cost. However, this second firm had no CPA's registered in Connecticut and was not local. By consensus, the Selectmen agreed that the Town should stay with Sinnamon. This decision is to be made by the Board of Finance, but the recommendation of the Selectmen will be discussed with the Finance Board members.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to pass a resolution (attached) Supporting Participation in the Sustainable CT Municipal Certification Program. This program involves a variety of initiatives that will benefit the Town ranging from environmental to economic to quality-of-life improvements and is purely voluntary and does not commit the Town to any expenditures. Don Stein will be the contact person for this initiative and the Economic Development Commission will act as the Sustainability Team.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to add "authorization to submit Federal Bridge Program applications" to the agenda.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously to authorize Don Stein to submit applications to the CT Department of Transportation under the Federal Bridge program for maintenance and upgrades to three bridges in Town: Day Road over Beaver Brook; Morgan Brook Road over Morgan Brook; East West Hill Road over Morgan Brook. These grants involve an 80/20 cost share and submittal does not obligate the Town to move forward or expend any funds.

MOTION: A motion was made by Ray Pech, seconded by Nick Lukiwsky to enter Executive Session at 8:10 to discuss possible litigation. The session included only the Selectmen. No motions were made during the session and the Selectmen left Executive Session at 8:21.

The meeting was adjourned at 8:22 on a motion by Ray Pech, seconded by Nick Lukiwsky.

Respectfully submitted,

Donald S. Stein
First Selectman

Note: A Special Meeting will be held at 7:00PM on Monday, March 5th. The Regular Meetings of February 27 and March 13 will be canceled.

February 13, 2018

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) and Town Aid Road (TAR) funds.

2018	- Chip Seal ~6 miles	\$125,000
	- Town Hall Upgrades and Building Corrections	\$ 15,000
2019	- Paving	\$190,000
	- Chip Seal	\$150,000
	- Crack Seal	\$10,000
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 13, 2018**

WARNING

**ANNUAL TOWN MEETING
TOWN OF BARKHAMSTED
TUESDAY, MAY 9, 2017
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 **Tuesday, May 9, 2017** at 7:00 PM, the Annual 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:

1. To receive and act upon the report of the Board of Selectmen, Treasurer, Board of Education and to hear and act on any other reports made at said meeting;
2. To authorize the Board of Selectmen to enter into an agreement or agreements with the State of Connecticut, through the Department of Transportation Commissioner, thereof, as they deem necessary relative to Town Aid and Dirt Road Appropriation, so called;
3. To authorize the Board of Selectmen to enter into an agreement or agreements with the State of Connecticut, through the Secretary of the Office of Policy and Management, thereof, as they deem necessary relative to Local Capital Improvement Program (LoCIP), so called and subject to the LoCIP capital improvement plan as approved by the Board of Selectmen;
4. To authorize the Board of Selectmen for Fiscal Year 2018/2019 to borrow money with the concurrence of the Board of Finance in anticipation of taxes from time to time to pay current expenses of said Town and its obligations and to execute and deliver the Town's obligations for the same;
5. To consider and act upon a proposal to authorize the Board of Selectmen to apply for and expend any federal and or state grants for and by the Town;
6. To consider, discuss, and vote upon an appointment to Stanclift Cove Authority for the term from **1/1/17** to 12/31/20.
7. To consider and act upon the elimination of ordinance Chapter 63-10 A. regarding penalties for commencing work without first obtaining an Approved Building Permit.
8. To consider and act upon an ordinance Concerning Bingo Games, Bazaars and Raffles, in accordance with CGS §7-169 to §7-186, inclusive, as amended by Public Act No. 17-231, effective January 1, 2018.
9. To consider and act upon an ordinance establishing a Property Tax Exemption – Gold Star Parents and Spouses, in accordance with Public Act No. 17-189, effective October 1, 2017.

Town of Barkhamsted
Resolution Supporting Participation
In the Sustainable CT Municipal Certification Program

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: *Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment.*

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities.

WHEREAS, Barkhamsted embraces an ongoing process of working toward greater sustainability, selecting which actions it chooses to pursue from the voluntary menu of actions provided by Sustainable CT.

RESOLVED, by the Board of Selectmen of Barkhamsted that we do hereby authorize Donald Stein, First Selectman to serve as Barkhamsted's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorize him to complete Municipal Registration on behalf of Barkhamsted.

RESOLVED, that to focus attention and effort within Barkhamsted on matters of sustainability, and in order to promote the Board of Selectmen of Barkhamsted's local initiatives and actions toward Sustainable CT Municipal Certification, the Board of Selectmen revises the role of the Economic Development Commission to include acting as the Sustainability Team.

RESOLVED, that the first meeting of the Sustainability Team must be held within 90 days of passing this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than quarterly.

RESOLVED, that the Sustainability Team shall report annually to the Board of Selectmen on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available.

Date of adoption: _____

Signed: _____
Donald Stein, First Selectman

Raymond Pech, Selectman

Nicholas Lukiwsky, Selectman