

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF SELECTMEN
APRIL 1, 2015**

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

Approval of Minutes from March 18, 2015 Regular Meeting

Selectman Fitzgerald made a motion to accept the minutes of the March 18, 2015 Regular Meeting of the Board of Selectmen (BoS). Vote 4-0 in favor with Selectman Sullivan abstaining.

Public Comment: None

Approve the request to transfer \$50,000 from the development rights line to the surveys and appraisals line item of the Open Space Fund to pay for surveys, appraisals and environmental studies needed for the farmland preservation program to the Board of Finance.

Town Planner Bill Hawkins was in attendance to discuss the request. Mr. Hawkins provided a memo for the Selectmen. Mr. Hawkins stated that he is requesting a transfer of \$50,000 from the Open Space Fund to the appraisal services line item to obtain appraisals, surveys and environmental studies for future farmland preservation and open space initiatives. He noted that surveys can cost several thousands of dollars (\$6,000 - \$15,000) as can the cost of environmental studies while property appraisals typically cost \$4,000 - \$5,000. The Open Space Fund has a balance of approximately \$775,000. Selectman Sullivan made a motion to approve the request to transfer \$50,000 from the development rights line to the surveys and appraisals line item of the Open Space Fund to pay for surveys, appraisals and environmental studies needed for the farmland preservation program to the Board of Finance. Vote 5-0 in favor.

Authorize the request to transfer \$32,000 from Medical Insurance 01-41801-50214 to Zoning and Planning Legal fees to cover the overage and anticipated costs through the rest of the fiscal year.

Town Planner Bill Hawkins provided the Board of Selectmen (BoS) with a memo detailing the request. First Selectman McAnaney reported that the Zoning and Planning Legal fees account is overspent by \$16,799.64 and approximately \$15,000 are needed to cover expected legal expenses for the remainder of the fiscal year. His office consulted the Finance Director to determine where any available funds existed. It was noted that Contingency has a balance of about \$196,000 which is being reserved to cover the budget overages in the Highway Department for snow removal costs due to the extreme winter. The salary account included a vacancy rate of \$50,000 so there is not any money available due to savings from vacant positions. The Finance Director recommended the Medical Insurance account be used since it is underspent. Selectman Reynolds made the motion to approve the request to transfer \$32,000 from the Town's medical insurance line item to the Zoning and

Planning legal fees line item to cover the overage and anticipated costs through the rest of the fiscal year and sends the request to the Board of Finance. Vote 5-0 in favor.

Recommend to the Board of Finance the authorization to spend \$6,218 from the Off Duty fund for police cruiser customization.

Captain Craig Huntley prepared a memo which was distributed to the BoS. He requests that \$6,218 be used from the Off-Duty account fund in this year's budget. The cruiser line item has gone over by that amount due to the unforeseen increase in equipping newly purchased cruisers. His memo noted that the Off-Duty account has a balance of approximately \$320,000. It has been set up for the money generated by our police officers working road jobs. The money is a result of administrative fees and the billing on an hourly rate to the contractors for the police cruiser being on the work site. Selectman Fitzgerald moved to recommend to the Board of Finance the authorization to spend \$6,218 from the Off Duty fund for police cruiser customization. Vote 5-0 in favor.

Recommend an increase in the cruiser line item of \$41,150 of the 2015-16 budget for the purchase of a new detective vehicle (\$23,998) and to equip the newly acquired police cruisers with needed equipment (\$17,153). The funds will come from the Off Duty fund.

Captain Huntley's memo also included a request to use \$41,150 from the Off-Duty account in the 2015-16 budget for the purchase of a new detective vehicle (cost \$23,997) and to equip the newly acquired police cruisers with the needed equipment (cost \$17,153). He noted that it has been several years since the Police Department has requested use of these funds. They feel it is appropriate at this time with the added burden of a detective vehicle at the end of its expected life span and additional costs for equipping a new cruiser fleet. Selectman Fitzgerald made the motion to recommend an increase in the cruiser line item of \$41,150 of the 2015-16 budget for the purchase of a new detective vehicle (\$23,998) and to equip the newly acquired police cruisers with needed equipment (\$17,153) with funds from the Off Duty fund. Vote 5-0 in favor.

Recommend to the Board of Finance the transfer of \$5,000 from Medical Insurance 01-41801-50214 to Building Department Contracted Services due to increased construction.

Building Inspector Ted Flanders was in attendance to discuss the request. He noted that he needs an additional \$5,000 for technically difficult plan reviews of proposed building projects by qualified and licensed individuals. Mr. Flanders noted that about 50% of his contracted line item budget was used to pay witnesses for the Fire Pump arbitration. He added that Building Department revenues were expected to be \$280,000 but will be closer to \$420,000 by fiscal year end. He attributed the increased revenue to permits for large commercial projects (CVS, Brewster Hall, etc), solar panel installations, and a 25% increase in single family homes. Mr. Flanders also said his workload has been increased due to many Town projects including the Kent Memorial Library, School roofs and ADA work at the High School. Selectman Basile moved to recommend to the Board of Finance the transfer of \$5,000 from Medical Insurance 01-41801-50214 to Building Department Contracted Services due to increased construction.

Authorize the request to transfer \$53,000 from medical Insurance 01-41801-50214 to Town Counsel Legal fees to cover additional unplanned expenses through the end of the fiscal year.

First Selectman McAnaney distributed a document to the Selectmen for their consideration. He received projections from our attorneys which shows an additional \$53,000 will be needed to cover expected legal fees for the remainder of the fiscal year. The original Legal fees budget was \$85,000 but has been revised to \$167,652 via previous transfers including \$42,652.43 for the Preferred Electric settlement and foreclosure committee fees and \$40,000 from the Selectmen contracted services account. By year end, Fire Pump mediation and arbitration costs are estimated at \$105,000, the Preferred Electric settlement was \$32,652.43 and Union Negotiations will end around \$9,200. The balance of 'normal' events will be approximately \$64,000. Selectman Basile moved to authorize the request to transfer \$53,000 from medical Insurance 01-41801-50214 to Town Counsel Legal fees to cover additional unplanned expenses through the end of the fiscal year and send to the Board of Finance. Vote 5-0 in favor.

Authorize a Right of Way and Easement to Tennessee Gas Pipeline Company LLC for Town owned property on Hill Street subject to receipt of executed documents and send to Town Meeting.

First Selectman McAnaney noted that two easements were requested. The original consideration was renegotiated to \$22,000. Tennessee Gas Pipeline is adding an additional pipe to their existing easement. Selectman Basile moved to authorize a Right of Way and Easement to Tennessee Gas Pipeline Company LLC for Town owned property on Hill Street subject to receipt of executed documents. Vote 5-0 in favor.

Authorize a Right of Way and Easement to Tennessee Gas Pipeline Company LLC for Town owned property known as Sullivan Field subject to receipt of executed documents and send to Town Meeting.

Selectman Basile made the motion to authorize a Right of Way and Easement to Tennessee Gas Pipeline Company LLC for Town owned property known as Sullivan Field subject to receipt of executed documents. Vote 5-0

Selectman Basile moved to send both of the Right of Way and easements to Town Meeting. Vote 5-0 in favor.

Call a Town Meeting for Tuesday, April 14th

Selectman Basile moved to call a Town Meeting for Tuesday, April 14th for the following purposes:

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 Tuesday, April 14, 2015 at 7:00 p.m.** for the following purpose to wit:

1. Authorize the granting of a Right of Way and Easement to Tennessee Gas Pipeline Company LLC for Town owned property on Hill Street.
2. Authorize the granting of a Right of Way and Easement to Tennessee Gas Pipeline Company LLC for Town owned property known as Sullivan Field.
3. Authorize the granting of a Storm Drainage Easement to Connecticut CVS Pharmacy and Lauren Enterprises, LLC at 157 Mountain Road subject to the receipt of executed documents.
4. Authorize the granting of a standard utility easement to Connecticut Light & Power Company for 157 Mountain Road, proposed CVS Plaza.

Dated at Suffield, CT this 1st day of April, 2015.

BOARD OF SELECTMEN-TOWN OF SUFFIELD

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

Vote 5-0 in favor.

Selectman's Update

- a. **Net Grand List post BAA**

The Board of Assessment Appeals met and after their hearings the Net Grand List stands at \$1,367,017,452. This is a 1.77% increase which equals an additional \$646,186 in tax revenue based on the current year's 27.12 mill rate.

b. 2015-16 Budget Update

First Selectman McAnaney reported that the Board of Finance ask the Advisory Commission on Capital Expenditures (ACCE) to take another look at their work. He noted that there has been lots of talk about bonding. Selectman Basile asked what the timing was and Mr. McAnaney replied that after the budget was approved bonding would be a priority with a referendum in the fall. Mr. McAnaney noted that he has been trying to negotiate for 5 Firestone Drive (with lots of contingencies). It is an 80,000 square foot building and the current owners are looking at leasing about 20,000 square feet. Mr. McAnaney noted that the building is large enough to possibly house school buses. Selectman Basile asked if the space could be used for athletics like basketball courts and First Selectman McAnaney noted there is ample space. Mr. Fitzgerald noted that there was an extra \$690,000 received from the Connecticut Airport Authority (CAA) who unexpectedly paid their PILOT (Payment in Lieu of Taxes) fee directly to the Town. Selectman Basile noted that the Board of Finance usually includes any extra money in the next year's budget so with the \$640,000 from the increased Grand List and the \$690,000 from the CAA there should not be a tax increase. First Selectman McAnaney updated the Board on pending State Bills including a change to the Minimum Budget Requirement (MBR) which would allow for a reduction in the Education budget based on declining enrollment. He also noted that there is talk of changes to the Commercial property revenue process that would not benefit Suffield. There was a brief discussion about the Board of Ed Budget and a rumored twenty extra positions due to reduced outplacement for Special Education students. Mr. Basile noted that there should be a reduction in outplacement tuition to offset these positions. He noted that outplacement tuition can cost up to 4.5 times more than in-house.

c. Charter Revision Commission Update

Selectman Fitzgerald said the group is beginning to focus on the Chief Financial Officer (CFO) position, streamlining lines of authority on a day to day basis, changes to the Town Meeting/Referendum petition percentages, and 2 year vs. 4 year terms for the Board of Selectmen.

d. Backyard Chicken Advisory Committee

First Selectman McAnaney noted the Journal Inquirer article regarding the keeping of backyard chickens. Mr. McAnaney shared information with the Selectmen including a minimum of ¼ acre parcel with setbacks, chickens must be penned and roosters will be allowed with a permit and permission from neighbors that can be withdrawn at any time. He noted that after the meeting the proposed regulation has been modified and will be presented to Zoning and Planning and a Public Hearing before being adopted.

e. Bridge Street School Forums planned for April 2nd at 7:00 p.m. and April 11th at 1:00 p.m. at Suffield Middle School.

First Selectman McAnaney noted the forums and suggested that the Selectmen attend if they are available.

f. Police enforcements

Statistics were provided for the month of March. There was a 175% increase in citations being issued in March 2014 (69) to March 2015 (190). First Selectman McAnaney noted that the police are making their presence known. He said that he hopes the comprehensive approach with increased traffic enforcement, speed tables, additional signage, more education in high school and a plan to decrease truck traffic on Main Street will have positive effects. Selectman Fitzgerald suggested that an ordinance be considered to allow the Board of Selectmen to order rather than request vehicles to seek alternate routes.

g. Snow Removal Costs

First Selectman McAnaney reported that the Highway Department is currently about \$188,000 over budget due to the winter weather. As noted earlier, the contingency balance is \$196,078 which has been reserved to cover the overage.

Selectman Reynolds moved to adjourn and by unanimous vote the meeting was adjourned at 8:17 p.m.

The next Board of Selectmen Meeting is Wednesday, April 15, 2015.

Respectfully submitted,
Lisa Trase
Recording Secretary