

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF SELECTMEN
May 6, 2009**

Present: First Selectman Scott Lingenfelter, John Smith, Vicki Spellman, Brian Fitzgerald and Timothy Reynolds. First Selectman Lingenfelter called the meeting to order at 7:00 p.m. in the Town Hall lower level conference room on Wednesday, May 6, 2009.

Approval of Minutes

Selectman Reynolds made a motion to approve the minutes of April 15, 2009. The motion was approved with all voting in favor and Mr. Lingenfelter abstaining.

Selectman Reynolds made a motion to approve the Minutes of the Special Meeting of April 20, 2009. The motion was approved by unanimous vote.

Public Input:

Denise Winiarski, 415 Hale St, Town Hall Steward for Local 559 read the following statement to the Board of Selectmen: “Largely represented here this evening are town hall staff whose hours of employment you are seeking to possibly reduce in the upcoming fiscal year. Beside our belief that this would clearly be a violation of our contract, we are also concerned with the impact this reduction will have on our individual departments. We are here this evening to respectfully request the Board of Selectman once again go over budgets presented to you for the next fiscal year to find any other areas that might be revised. Additionally seek any possible department surplus from the current budget line items that may be held over to close the gap in the \$20,000 shortfall of cuts requested by the BOF which would eliminate the need to **single out** this group of Town Hall workers.”

Request for waiver of landfill Fees: Lake Shore Association

Mr. Josh White was asking for a waiver of the landfill fee of \$130 for the Griffin Road Lake area cleanup which he did. The Public Works Commission did not recommend the waiver because they felt the Lake Shore Association should have come to the Commission informing them of what they were doing and request a waiver of dump fees first. The Selectmen felt waivers for dump fees are granted to the CRC during their lake clean up and to other organizations in Town for certain events. Selectman Fitzgerald felt there should be a policy adopted for this type of waiver.

Selectman Smith made a motion to approve a waiver of the dump fee of \$130 for Josh White of the Lake Shore Association. The motion was approved by unanimous vote.

Transfer of Funds: Police Department

Captain David Bourque was present who was requesting a transfer within the Police budget from payroll to Cruisers. Due to absences in the department because of workers' compensation and short term disability, the department anticipates a surplus in the

payroll line item. This surplus gives the department the opportunity to use those funds to purchase two new cruisers.

Selectman Smith made a motion to table a vote on this matter until after the Executive Session which is scheduled later on in the meeting. The motion was approved by unanimous vote.

Call of the Annual Town Budget Meeting:

NOTICE OF ANNUAL BUDGET MEETING 2009-2010
TOWN OF SUFFIELD

Notice is hereby given that the Annual Budget Meeting of the inhabitants of the Town of Suffield, Connecticut, qualified to vote in Town Meeting, will be held at the Auditorium in Suffield High School, 1060 Sheldon Street, Suffield, on Wednesday, **May 13, 2009** at 7:00 p.m. for the following purposes to wit:

1. To consider and act upon the report and recommendations of the Board of Finance and to make such appropriations in connection therewith as may be advisable.
2. To consider and act upon a motion authorizing the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.

Connecticut Small Cities Community Development Block Grant Program:

Application for the Suffield Housing Authority Improvements.

The Suffield Housing Authority is seeking assistance for the replacement of 32 hot-water heaters, as well as the replacement of sidewalks in their public senior housing complex on Bridge Street. A section of new sidewalk will also be added linking the senior housing to the new Senior Center site. Town has the opportunity to apply for grant funds through the Connecticut Small Cities Community Development Block Grant Program to assist with these improvements. The application deadline is May 29, 2009. Mr. McMahon was seeking authorization to submit a grant application to the State of Connecticut for \$125,000.

The Suffield Housing Authority operates 70 units of senior/disabled housing at Laurel Court, Maple Court and Broder Place. 32 electric hot water heaters are due to be replaced. The existing sidewalks are bituminous concrete with cracked and heaved sections. During the winter there are frost heaves that make for uneven walking conditions and so a safety issue exists. The plan is to replace the bituminous sidewalks with concrete sidewalks with appropriate base. We are also looking to install new sidewalk from the current terminus in front of the public housing to the edge of the new Senior Center. The Housing Authority Director has secured cost estimates with these projects costing \$136,000. The Housing Authority will cover the portion of the project over the Small Cities grant amount. There will be no financial impact to the Town. The Board of Finance will need to approve the application at their next meeting.

Selectman Reynolds made the following Resolution: That the Board of Selectmen adopt the following resolutions regarding application to the Connecticut Small Cities Community Development Block Grant

Program for funding for improvement to the public senior housing operated by the Suffield Housing Authority; and that the First Selectman is hereby authorized to enter into and execute such documents necessary for the grant.

WHEREAS, Federal monies are available under Title I of the Housing and Community Development Act of 1974, 42. U.S.C. § 5301, et. Seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Economic and Community Development as the Connecticut Small Cities Community Development Block Grant Program; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Suffield make application to the State for \$125,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application for state financial assistance by the Town of Suffield in an amount not to exceed \$125,000 is hereby approved, and that the First Selectman is hereby authorized and directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Suffield.
3. That it adopts or has adopted as its policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-142, and for which purposes the “contractor” is the Town of Suffield and “contract” is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

The Resolution was approved by unanimous vote.

Connecticut Small Cities Community Development Block Grant Program for Housing Rehabilitation:

A Joint Community Application Cooperation Agreement for housing rehabilitation program was presented by Economic Development Director, Patrick McMahon. The Town of Suffield is interested in joining with the town of Ellington or an application to the CDBG program for a housing rehabilitation program. The Town of Ellington is the lead applicant responsible for all of the obligations under the terms of the grant and Suffield residents meeting income guidelines who are in need of housing rehabilitation would be eligible beneficiaries of the program. In order to move forward with a joint application for funding, a cooperation agreement must be executed between the Towns. This program provides financial assistance for low and moderate income households for repairs to their homes.

Selectman Fitzgerald made the following Resolution: That the Suffield Board of Selectmen adopt the following resolutions regarding joint participation in the Ellington Housing Rehabilitation Program to be funded through a Connecticut Small Cities Community Development Block Grant Program grant, and that the First Selectman is hereby authorized to enter into and execute individual Cooperation Agreements by and between the Town of Ellington and/or the Towns of Somers and Suffield, respectively, and to take all other actions necessary relating to said grant:

That the Somers Board of Selectmen adopt the following resolutions regarding joint participation in the Ellington Housing Rehabilitation Program (EHRP), to be funded through a Connecticut Small Cities Community Development Block Grant Program grant, and that the First Selectman is hereby authorized to enter into and execute individual Cooperation Agreements by and between the Town of Ellington and/or the Towns of Somers and Suffield, respectively, and to take all other actions necessary relating to said grant:

WITNESSETH:

WHEREAS, the Towns of Ellington, Somers and Suffield have identified need in the municipalities to provide decent housing and related conditions, and

WHEREAS, the Town of Ellington contemplates submitting jointly with the Towns of Somers and Suffield an application for single purpose block grant funds under the Small Cities Program of the Connecticut Department of Economic and Community Development for the purpose of meeting such needs, and

WHEREAS, the Towns of Ellington, Somers and Suffield understand that the Town of Ellington will act as the applicant and will have the ultimate responsibility to assume all obligations under terms of the grant including assuring compliance with all applicable laws and program regulations and performance of all work in accordance with the contract.

WHEREAS, it is understood that the Towns of Ellington, Somers and Suffield and DECD have access to all participants' community development block grant records and authority to monitor all activities.

NOW, THEREFORE, pursuant the Towns of Ellington, Somers and Suffield agree to cooperate in the submission of an application for such block grant funds, and agree to cooperate in implementation of the

submitted Small Cities Program, as approved by the Department of Economic and Community Development.

Nothing contained in this agreement shall deprive any municipality of any power or zoning, development control or other lawful authority that it presently possesses.

The Resolution was approved by unanimous vote.

Bridge Street School Committee Request:

Tom Wardell, Chairman of the Bridge Street School Committee, said his Committee was requested by the Selectmen to look into specific utilization of the Bridge Street School. They came up with a program to utilize the entire building. Mr. Wardell was now asking the Selectmen to approve the expenditure of \$2,500 to have Schoenhardt Architects to validate the use of the building.

Selectman Reynolds made a motion that the Bridge Street School Study Committee be allowed to spend up to \$2,500 from the Other Professional Services line item, with an Architect they have chosen to validate their proposal on the use of the Bridge Street School. Discussion followed.

Mr. Lingenfelter said that Space Needs Study (by EDM) encouraged the Town to move towards a municipal complex in the future. To attempt to fit every office into Bridge Street, except the IT Dept. Emergency Ops Center, Probate Court, we are leaving no room for expansion or room for storage. He also said to move the Fire Department offices into Town Hall, even though a new fire station was just built a few years ago doesn't seem to make much sense. We should be looking at land to build a municipal complex. Selectman Smith was also concerned that there is no fiber optics line to Bridge Street School which will be a significant cost. Selectman Spellman asked if the various departments were consulted about the space allocations.

The motion was approved 4-1 with all voting in favor and Mr. Lingenfelter voting opposed.

Set Public Hearing on the Charter Revision Commission Recommendations:

Selectman Reynolds made a motion to set the public hearing on the Charter Revision Commission's Recommendations for May 20th at 6:30 p.m. at the lower level conference room at Town Hall. The motion was approved by unanimous vote.

Tax Rebates:

Selectman Fitzgerald made a motion to approve the following tax rebates:

Patrick J. & Pamela Lynam \$784.76

Trademark Holdings, LLC \$ 54.47

The motion was approved by unanimous vote.

Selectman's Updates:

Mr. Lingenfelter submitted a list of 29 firms that have submitted a response to the RFQ for the Long Range Plan. Prices range from \$10,000 up to \$90,000, each firm having

different levels of involvement. He asked how the Board of Selectmen wants to proceed with this. Selectman Spellman felt we should weed out those firms which do not have any municipal experience doing long range planning. Mr. Lingenfelter said he will have the Town Planner start to review the proposals.

Relay For Life: June 6 & 7 to be held behind the Middle School. He encouraged everyone to participate.

New Recycling Carts: Residents began receiving their new blue recycling carts this week. The new carts will be picked up the week of May 18th, and then every other week after that.

Executive Session:

Selectman Reynolds made a motion to go into executive session to discuss contract negotiations and a legal matter. The motion was approved by unanimous vote. The Selectmen went into session at 8:06 p.m. Captain David Bourque and Don Miner, Chairman the Police Commission will remain.

Selectman Reynolds made a Motion to come out of Executive Session at 9:12 p.m. The motion was approved by unanimous vote.

Transfer of Funds: Police Department

Selectman Reynolds made a motion to authorize the transfer of \$44,500 within the Police Department budge from Payroll to Police Cruisers. The motion was approved by unanimous vote.

Adjournment:

There being no further business to come before the Selectmen, Selectman Fitzgerald made a motion to adjourn. The motion was approved by unanimous vote. The meeting adjourned at 9:15.

Respectfully submitted,

Christine Koren, Recording Secretary