

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF SELECTMEN
February 4, 2009**

Present: Scott Lingenfelter, John Smith, Vicki Spellman and Brian Fitzgerald. Absent: 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, February 4, 2009.

Minutes:

Selectman Smith made a motion to approve the Minutes of January 21, 2009 with a correction under public input of the spelling of Sami Mehmed's name. The motion with correction was approved by unanimous vote.

Public Input:

Ruth Zimmerman, 15 Downing Way: Introduced the candidates to be appointed to the Library Commission later on in the meeting and encouraged that the Selectmen appoint them.

Bob White, 995 Newgate Rd: The Library Commission has 12 members. The last year the Library Commission lost 10 members and said he is anxious to build the Commission back up to 12, so encouraged the appointments of the proposed candidates.

Senior Center: The Hartford Foundation for Public Giving has given the Town \$176,000 towards the new Senior Center. Also an additional \$14,000 was awarded under a project called "My Senior Center Technology". The technology keeps track of what seniors are doing at the Senior Center so the town will know what programs and events get the most use.

Bridge Street School Committee Report:

Selectman Smith said he endorses the plan submitted by the Bridge Street School Study Committee, and wants to move forward with it.

Selectman Fitzgerald made a motion to endorse the recommendations of the Bridge Street School Study Committee as stated in the Report #4 & #5, and take appropriate measures to stabilize the building and grounds to avoid deterioration, and to seek all grants and other financial aid to proceed forward with renovations.

Discussion on the motion followed. Selectman Spellman thanked the Committee for all their work. She added there is a series of recommendations in the report, all of which are appropriate. Selectman Smith wants the same Committee to continue on with its work, and look for grants, etc. and make further recommendations back to the Selectmen. Selectman Fitzgerald added that he endorses the report, but everything depends on funding for this project. First Selectman Lingenfelter said his concern is with the overall cost of carrying the building for the next several years until we can do something significant with it by making the building operational and functional. Also the total cost for the project seems prohibitive for the uses that are being discussed. Selectman Spellman felt the motion isn't recommending that \$3 million go into the budget for this project, but rather recommend the stabilization of the building at this point, and ask the Study Committee to continue to look at what is the best utilization by the town and perhaps come up with a design plan.

No other discussion on the motion, Mr. Lingenfelter called for a vote on the motion. All voted in favor of the motion with Mr. Lingenfelter voting opposed. Motion carried 3-1.

Mr. Wardell, Co-Chairman of the Committee, said he will canvass their current members of the Study Committee to ask them if they would be willing to continue to serve to look into further studies and information. He asked to hear from the Selectmen on what the Committee's scope of work would be and the duration.

Plan of Conservation & Development-Consultant Funding:

Town Planner, Bill Hawkins was present requesting the Selectmen to approve the use of LoCIP grant money to fund the Plan of Conservation & Development. The Connecticut General Statutes requires each municipality to adopt a Plan of Conservation & Development once every 10 years. A new public act could make municipalities potentially ineligible for discretionary State funding if they are not in compliance. The Zoning & Planning Commission (ZPC) is seeking to update the 1999 Plan with the help of a consultant. The ZPC has appointed a Steering Committee who sent out a RFP for a consultant.

The current entitlement for LoCIP is \$94,487.88. Mr. Hawkins was asking to use this money to pay for the update to the Plan. The price range the town can expect to pay is \$60,000 to \$91,000. Utilizing the LoCIP grant for this project means the cost is 100% reimbursable.

Mr. Hawkins said there are many reasons for having an outside contractor to help with this Plan, because these Plans incorporate certain expertise that is beyond the scope of what Town Staff is cable of producing. The ZPC and Conservation Commission fully endorses this project. By July 1, 2010 the Plan needs to be in place.

Selectman Spellman wasn't sure if LoCIP is the appropriate place to fund this project. She asked Mr. Hawkins if there are other capital improvement projects the Town needs to be done before the end of this fiscal year that would need to use LoCIP money. Selectman Fitzgerald asked why this money wasn't set aside in the budget and wasn't sure if LoCIP would be the appropriate place to fund this request.

Mr. Lingenfelter said the current plan is used regularly by ZPC and Conservation. He felt the members of the ZPC and staff are all different from what we had 10 years ago and therefore would have a new set of eyes looking at the current Plan. But Mr. Hawkins argued that a consultant would bring in a fresh prospective in terms of best practices from around the State and not ask the Commission members to take more time out of their schedules and have more meetings and public hearings to come up with another plan. Mr. Lingenfelter felt that the Plan could be updated in-house, especially since the ZPC and Conservation Commission is slow right now.

Selectman Fitzgerald made a motion to table it until the next meeting. Selectmen Smith and Lingenfelter voted opposed with Selectmen Spellman and Fitzgerald voting in favor. Motion failed. 2-2.

Selectman Smith made a motion to recommend the use of the 2009 LoCIP funds for the Plan of Conservation and Development and to have the Board of Finance with the ZPC to explore other financial funding alternatives. Selectmen Smith, Spellman and Fitzgerald voting in favor with Mr. Lingenfelter voting opposed. Motion carried 3-1.

Transfer of Funds: Town Hall Roof Project

Public Works Director, Jack Muska was requesting a transfer of funds from the Middle School roof project to cover the higher than expected repair cost for the Town Hall Roof project. The project consists of the painting of the cupola, repairing the false chimneys and rebuilding the lower roof area to improve the drainage behind the parapet.

Selectman Smith made a motion to transfer funds from the Middle School Roof Project to cover the repair cost for the town Hall Roof Project for a total amount of \$73,607.00. The motion was approved by unanimous vote.

Status of current Highway Department Budget:

The highway department has been out a great deal this winter on weekends and holidays for snowplowing. Jack Muska gave a report on the status of the budget. The overtime budget is \$50,000 although the average is about \$78,000. Currently, we are at \$72,000 with just half way through the Winter. The Road Salt budget was \$110,000 and currently we have spent the entire amount. In the State Aid Road money which is a second source of funds which was used of \$70,422.00. There is about \$8,200 left to use for salt. Every time all 10 trucks leave to salt, it costs the Town about \$5,500.00.

Outside services account: We have spent about half of that line item. The Lake Roads are contracted out. There is \$15,000 budgeted, but spend about \$6,700 so far. Three outside contractors have been hired to do snowplowing and removal, contracted out on a per hour basis. The budget is \$3,713.00 over. Another 500 tons of salt will need to be ordered at \$75/ton.

Appointments:

Library Commission:

Selectman Smith made a motion to appoint Lynn Cigal for a term to November 2013, Claire Kawalec to November 2013, Jason Lobo to November 2011, and Bruce Rietberg to November 2011 to the Library Commission. The motion was approved by unanimous vote.

Parks & Recreation:

Selectman Smith made a motion to appoint Brian L. Casinghino to the Parks & Recreation Commission as a alternate member through June 2011. Discussion on the motion. Mr. Lingenfelter only pointed out the concern that this appointment would put two family members on the same Commission and wanted to be sure the Selectmen were okay with that. The motion was approved by unanimous vote.

Long Range Plan RFP:

Selectman Spellman was asked to draft a Request For Proposal so the town could consider getting a consultant to help with the planning for capital improvements. This would help the town plan for the future. She felt that a Town Committee could do this with the help of a consultant. There are several existing plans already in place, but it would have input from the Board of Education who has their own long term plan. The strategic plan would take into account all the current Plans and help set up a 5 year plan which would outline how much we could afford, how much we can bond for, what types of projects we want and when we want them, etc. This would be a rolling 5 year plan. To identify common goals and objectives, to be more proactive in planning for the future, the process would help the Board of Finance, Board of Education and Selectmen to identify a

shared vision of the community. It would establish a roadmap to provide the town's leadership with a formal means, structure to assess the relative strengths and weaknesses, and to identify benchmarks and measurement where we can measure progress towards accomplishing goals and objectives. The end product would be a strategic plan, part to include capital improvement plan with the input from ACCE. The RFQ is a request for a consultant to review our proposal and come back to us with what they recommend.

Selectman Spellman made a motion that a RFQ be published, and upon receipt of responses, that the Selectmen be kept up to date on the progress. Mr. Lingenfelter said even though there is \$50,000 budgeted for this, given the fiscal restraints that we anticipate being under next year, we should look to get as much money back at the end of the year as we can. The motion was approved by unanimous vote.

Tax Rebates:

Mr. Fitzgerald made a motion to approve the following tax rebates:

CAB East LLC	\$ 55.52
CAB East LLC	\$302.14
Gladys S. Hardy or Michael C. Dusto	\$ 98.82
William S. Moncrief	\$ 18.48
Gloria N. Roy	\$ 140.35
Volvo Finance NA, Inc.	\$ 675.73

The motion was approved by unanimous vote.

National Wear Red Day for Women: February 6, 2009:

Mr. Lingenfelter made the following PROCLAMATION:

WHEREAS, diseases of the heart are the nation's leading cause of death, and stroke is the third leading cause of death;

WHEREAS, more than 5,300 women in Connecticut die of cardiovascular disease each year; and

WHEREAS, cardiovascular diseases (CVD) are the leading cause of death among women; and,

WHEREAS, cardiovascular disease and stroke kill more than 460,000 women in the U.S. every year; more than the next five causes of death combined, including all cancers; and,

WHEREAS, of every five people who die from stroke, about 2 are men and 3 are women and,

WHEREAS, one in 2.6 deaths in women are from cardiovascular disease (CVD); and,

WHEREAS, about 60,000 more women than men have a stroke each year; and,

WHEREAS, the American Heart Association's is continuing their Go Red For Women movement to encourage women to pay attention to their hearts and helps them live longer, stronger lives by reducing their risk for cardiovascular disease;

NOW, THEREFORE, I, Scott Lingenfelter, First Selectman, in recognition of the importance of the ongoing fight against heart disease and stroke, do hereby proclaim February 6, 2009, to be

“WEAR RED DAY FOR WOMEN”

in Suffield, Connecticut, and urge all citizens to wear red in recognition of family, friends and neighbors who have suffered from heart disease, and as a show of support to fight it. By increasing awareness of the risk factors for this devastating disease and taking actions to reduce them, we can save thousands of lives each year.

The proclamation was approved by unanimous vote.

First Selectman's Update:**Budget meetings:**

The Department Budget reviews have been completed. Mr. Lingenfelter is going through the department head's submissions and making any changes that he may have. The town's side of the budget makes up about 1/3 of the total budget. He will present the budget to the Board at its next meeting on February 18th.

Governor's Rell's Budget Proposal:

Funding to municipalities will be flat. However, the proposal actually shows a million dollar reduction in funding to Suffield, about 9% reduction in State Aid to Suffield. State Aid makes up about 1/4 of the town's revenues for the year. This is a significant decrease, resulting in nearly a full mil. Mr. Lingenfelter met with Rep. Joe Courtney on Monday regarding the federal stimulus package which could trickle down to the Towns to receive funding. He also placed a call into the Governor's office regarding his concerns over the decrease in funding. Mr. Lingenfelter will also be at the Legislative Office Building on Monday and will visit the Office of Policy and Management (OPM) if he hasn't heard back from the Governor's Office. He will also lobby our legislators to try to get that money put back in for Suffield.

Charter Revision Meeting-Feb. 5th:

The CRC changed their meeting so some of the Selectmen can attend. The CRC has been having conflicting meetings with Board of selectmen meetings and therefore, Selectmen have not been able to attend.

Executive Session:

Mr. Lingenfelter made a motion to go into Executive Session to discuss contract negotiation regarding trash service, and possible vote following the executive session. The motion was approved by unanimous vote. The Selectmen went into session at 8:28 p.m.

Selectman Spellman made a motion to come out of executive session at 8:50 p.m. The motion was approved by unanimous vote.

Adjournment:

There being no further business, Selectman Smith made a motion to adjourn at 8:51 p.m. The motion was approved by unanimous vote.

Respectfully submitted, Christine Koren
Recording Secretary