

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF SELECTMEN  
October 6, 2010**

**Present:** First Selectman Tom Frenaye, Eileen Moncrief, Joanne Sullivan, Brian Fitzgerald and Timothy Reynolds. Mr. Frenaye called the regular meeting to order at 7:00 p.m. on October 6, 2010 in the lower level conference room.

**Minutes:** Selectman Moncrief made a motion to approve the Minutes September 15, 2010. The motion was approved with all voting in favor and Selectman Sullivan abstaining.

**Police Commission: Transfer of Funds**

Present: Police Commission Chairman Don Miner, Police Chief Mike Manzi and Police Captain Craig Huntley. The Police were asking to use \$23,500 from the Off Duty Fund to replace the K-9 Vehicle, plus \$8,700 from donations.

Selectman Reynolds made a motion to approve the transfer of \$23,500 from the Off Duty Fund to purchase an additional K-9 cruiser and forward the request to the Board of Finance for consideration. The motion was approved by unanimous vote.

**Zoning & Planning: Farm Viability Grant**

Present: Town Planner Bill Hawkins

The Connecticut Dept. of Agriculture is offering an agriculture viability grant which is was requesting permission to apply for. The purpose of the grant is to strengthen the economic viability of Connecticut farmers and to promote the sustainability of agriculture in Connecticut. The grant provides a 50% cash match to approved applicants. Applicants can use in-kind services as part of their match. Another item which is very much needed is to update the town's GIS data. Our GIS parcel and building layers are outdated. Maps made with the GIS system are very important to the farmland preservation program. Other tasks for the potential project include creating signs to direct parking at the farmer's market as well as signs for recently preserved farms. Provide funding for advertising the market in local papers and help to keep farmers market website up to date. Much of in kind contribution relates to staff time working on farmland preservation projects. The total project cost of \$85,600 equates to \$42,800 which contains \$14,400 worth of in-kind services. The amount of cash the Town will need to spend if awarded this grant is approximately \$28,400. The town's portion will be drawn from the Open Space Fund appraisals and surveys line item as well as the ZPC, Engineering and EDC department budgets. The State of Connecticut portion of the project is \$42,800 and the town can ask for 50% of the State portion up front.

Selectman Fitzgerald made a motion to approve the request of the town Planner to apply for the 50% cash match 2010 Agriculture Viability Grant in the amount of \$85,600 with the Town portion totaling \$42,800 and forward to the Board of Finance for consideration. The motion was approved by unanimous vote.

**Fire Dept: Application for Staffing for Adequate Fire & Emerg. Response Grant**

Present: Fire Chief, Tom Bellmore. The Fire Commission is requesting authorization to apply for funding for one additional firefighter and recommends the Town take a proactive approach by applying for the FY 2010 Staffing for Adequate Fire & Emergency Response (SAFER) Grant. The SAFER Grant will cover 100% of salary and benefits for the firefighter for two years. The town is required to cover 100% of the salary and benefits in the third year which would be \$72,498.00. The position must remain filled until the end of the period of performance which is three years. The town must maintain the number of authorized and funded positions as declared at time of application plus the awarded new firefighter or risk losing all or a portion of the Grant.

Selectman Sullivan made a motion to authorize the First selectman, Thomas Frenaye, to apply for funding for one additional firefighter position through the FEMA FY 2010 Staffing for Adequate Fire and Emergency Response Grant program. The motion was approved by unanimous vote.

**Public Works: Funding for Police Generator:**

Present was Public Works Director Jack Muska. In the 2009/2010 budget \$45,000 was put in for a new generator. At the end of 2009, EDC Director, Patrick McMahon was able to obtain two grants of \$45,000 each, one for the Senior Center Generator and one for the Police Department. The Police Department generator cost was higher than expected because it was suggested that the entire Police Station be put on generator and allow for future growth of the building. This would mean going from a 60,000 KW generator to a 150,000 KW generator, which doubled the price. The total cost with installation is about \$80,000.00. He was asking to use \$32,923.00 from the 2009/2010 capital outlay budget line item to upgrade the Police Department Generator.

Mr. Frenaye said when we got the grant for this for \$45,000, that the original \$45,000 that was in the budget would come back to the general fund and not be used.

Selectman Reynolds made a motion to approve the expenditure of \$32,923.00 that is needed to complete the installation of the police department generator be used from the police generator capital outlay fund, and forwarded to the Board of Finance for consideration. The motion was approved by unanimous vote.

**Application for Lawn Equipment Exchange Fund Grant:**

The DEP has solicited application for its Lawn Equipment Exchange Fund (LEEF) in which municipalities can apply to trade in their old lawn and grounds maintenance equipment for new, low-polluting machines. Under the program, DEP would reimburse the Town (if awarded the grant) 80% of the cost of the new equipment. The Highway Department is interested in replacing three riding lawn mowers, four leaf blowers and three trimmers with new equipment totaling \$26,097.90. If Suffield's application is

approved by the DEP, then the Town would be reimbursed \$20,878.32. The town's share would be \$5,219.58. This amount would come from the Highway Department's equipment line item.

Selectman Moncrief made a motion to approve the grant application in the amount of \$26,097.90, to the Department of Environmental Protection for the Lawn Equipment Exchange Fund. The motion was approved by unanimous vote.

**Resolution on Early Retiree Reinsurance Program Grant:**

The Town applied for funds for the Early Retiree Reinsurance Program. In order to follow through to receive the funds, the Board of Selectmen need to complete paperwork for the Dept. of Health and Human Services. Mr. Frenaye was seeking authorization from the Board to continue and needed a resolution passed.

Selectman Fitzgerald made the following Resolution:

RESOLVED, That Thomas Frenaye, first Selectman, is empowered to contract with Anthem to provide claim information and to sign any other documents as needed to comply with the U.S. Department of Health and Human Services Early Retiree Reinsurance Program grant reimbursement process. The motion was approved by unanimous vote.

**Sign Ordinance & Enforcement:**

Since the last meeting where this was discussed, the Heritage Committee met and held some further discussion on this topic. The Economic Development Commission has also met and talked about this, but both did not come to the same conclusions. EDC felt that sign enforcement was working fine, however, Heritage was pushing for more education on the rules for signs. Mr. Frenaye asked the Board if they had any specific recommendations to make. Selectman Moncrief said much of the controversy over this issue came from many of the businesses being approached, but not fully understanding the regulations. She suggested possibly a workshop given by Heritage or ZPC with the businesses. She said the rules are on the books, we like the rules as a Town, but are not acting on them in the way they were intended. Mr. Frenaye suggested that we need to do a better job of getting out information to town residents and business, so perhaps a newspaper article would help or additional information on the town's web site.

Selectman Reynolds suggested that Patrick McMahon approach the new businesses in Town and inform the of the sign regulations. However, Bill Hawkins suggested a workshop meeting with Heritage and ZPC on this topic. We two groups need to find some middle ground in this area and the best way to do it is to get everyone at the table. Selectman Fitzgerald said the Zoning Commission came and asked the Selectmen for their opinion on this. Mr. Frenaye said he would do a summary of the issues and comments and send a letter to ZPC stating the issues that were raised which ZPC needs to discuss.

**Tax Appeal Settlement & Tax Rebate:**

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

TDN Properties LLC	\$1,767.96
TDN Properties LLC	\$4,667.04
1186 Associates LLC	\$7,684.42
Susan T. Talarski	\$ 92.83

The motion was approved by unanimous vote.

**Selectman’s Updates:**

**Bonding update:**

Mr. Frenaye did an article for the Observer Newspaper introducing the thought for a Bond package to take care of several major maintenance projects. Dick Thivierge who is the town’s financial advisor on bonding issues will come to the next Selectmen’s meeting to give a report of the Town’s finances as to long term debt and the opportunities for borrowing money at current low interest rates. Monday there was a meeting with the Chairman of ACCE, Permanent Building Commission, John Cloonan, and Patrick McMahon going over possible capital projects and that we will need to have some updated cost estimates. This Bonding Committee will try to meet weekly and then come to the Selectmen when there is more information. The idea is not to look for new capital projects to do, but correct persistent problems which have not been able to be funded in the yearly budget process.

**Small Town Economic Assistance Program Grant (STEAP):**

The Governor awarded more than 100 small towns will share a total of 20 million in grant funds for for projects. Suffield was awarded \$200,000 towards the cost of a new roof and skylights for the Kent Memorial Library. The town applied for \$500,000 in STEAP Grant funds for the projects and is still short \$139,000 for the Library roof project.

**CT Siting Council:**

A public Hearing was held by the CT Siting Council at the Suffield High School on the new proposed Cell Tower on private property on South Grand Street in West Suffield. It was a fairly quite and quick meeting with not much public comment. The Council flew a large red balloon from 8 a.m. to 6 p.m. to help identify the location of the proposed tower. Mr. Frenaye suspects we will see a Cell Tower located there some time next year. Mr. Frenaye added input as to the size of the access road and the materials used for the tower itself so it would be less noticeable. Verizon offered the Town space on top of the Tower if we should need it for emergency equipment.

**Public Comment:** None

**Executive Session:**

Selectman Reynolds made a motion to go into Executive Session at 8:20 p.m. to discuss a personnel matter and contract negotiations. The motion was approved by unanimous vote.

Selectman Reynolds made a motion to come out of Executive Session at 9:02 p.m. The motion was approved by unanimous vote.

**Adjournment:**

There being no further business, Selectman Sullivan made a motion to adjourn. The Motion was approved by unanimous vote. The meeting adjourned at 9:03 p.m.

Respectfully submitted,

Christine Koren, Recording Secretary

**NEXT MEETING: October 20, 2010 at 7 p.m., lower level Town Hall Conference Room**