

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF SELECTMEN
February 9, 2011**

Present: First Selectman Thomas Frenaye, Eileen Moncrief, Brian Fitzgerald, Timothy Reynolds and Joanne Sullivan. Mr. Frenaye called the regular meeting to order at 7:00 p.m. on February 9, 2011 in the lower level conference room. The regular meeting of February 2, 2011 was postponed due to a snow storm.

Minutes: Selectman Moncrief made a motion to approve the Minutes of January 19, 2011. The motion was approved by unanimous vote.

Public Comment:

Present from the public was Joe Sangiovanni, Jack Muska, Warren Packard, Lester Smith, Michael Alexopoulos, Lauren Life, and Mel Chafetz.

Lester Smith, Marbern Drive, said at the Public Forum, Mr. Sheridan spoke and suggested the article in the Suffield Observer stated that there was little opposition to the Library at the second public forum. Mr. Smith said this statement was incorrect.

Warren Packard of 2 Oxford Drive felt the vote on the bonding should be voted on as one complete package and not voted on individually. He was concerned that by voting on each project separately could have the potential of them failing. He also felt the Town should look for another law firm to handle the Bonding. The firm the Town has used for years is too expensive and too difficult to deal with. Selectman Reynolds said Bond Counsel suggested that the projects be voted on separately and we have come too far now to try to change this now.

Michael Alexopoulos, 575 N. Main Street. There has been so many different variations regarding the Library over the years. He wanted to strongly encouraged the Selectmen to lead us forward in a direction that is certain. There are so many different points of view out there, it is time that the Selectmen do what they think is the right thing, move forward and ultimately have the public decide.

Correspondence:

Mr. Frenaye received more e-mails regarding building a new Library. He distributed them to the Board.

Mini Bus Grant:

Selectman Fitzgerald made the following Resolution:

RESOLVED, that the Board of Selectmen authorizes the First Selectman, Thomas Frenaye, to negotiate and execute all necessary Agreement/Contract documents for the Mini Bus SFY 2012 Application for State Matching Grant Program, on behalf of the

Town of Suffield with the Department of Transportation of the State of Connecticut and to affix the corporate seal.

The resolution was approved by unanimous vote.

CL&P Street Light Shut Program:

(Public Works Director, Jack Muska was present).

CL&P proposed a Program that could shut off certain street lights from midnight to dawn as a means to conserve energy and costs. The Town's emergency services (Police, EMS, Fire) and the Public Works and Zoning & Planning departments met to study what lights could possibly be shut off. The group decided they wanted streetlights on main roads, intersections and crosswalks remain on during the entire evening hours for public safety reasons.

Mr. Muska reported that there is a total of 656 lights throughout Town, leaving lights on main roads and intersections and crosswalks, would leave 221 lights eligible for the shut off program. The group looked at having a minimum of two lights per street remain on during the entire evening. That would leave about 135 lights that would be eligible for this program which would provide a cost savings to the Town of \$3400 per year. However, because of legal liability the Town could incur as a result of the midnight to dawn shutoff program, the potential liability could make the program more costly should anyone be injured because the Town shut off the light. Therefore, the recommendation to the Selectmen is not to participate in this program.

A much larger energy savings occurs when there is a change over from Mercury Vapor lights to High Pressure Sodium lights which provides the same amount of lumens at half the wattage. This change over offers a maximum of \$17,000 savings when all the lights are converted. CL&P will be finishing this conversion in 2011.

Report on Winter Impact:

Public Works Director, Jack Muska was present.

Mr. Muska gave a report on the snow removal budget as of February 6th. There have been 20 snow or ice occurrences. The overtime budget of \$50,000 has been totally expended and we are actually \$17,117 over. The road salt budget has also been depleted. Along with the snow plowing and salting duties, the Highway Department has been concentrating on snow removal from the roofs on all Town-owned buildings, pushing back snow at all intersections and on the cul-de-sacs. The Highway Department is has the ongoing task of equipment repairs to the trucks and plows. The fire department along with the highway department crew are also locating and digging out fire hydrants.

The State of Connecticut is currently gathering information from all the municipalities regarding the impact the January 12th Winter Storm. If FEMA declares Connecticut a disaster area, the Towns could recoup up to 75% of their costs. The State is also compiling information on building collapses.

Mr. Frenaye said that there is a small Contingency fund this year. He is considering possible cuts or spending adjustments in order to come in under budget. He will discuss this further at the next meeting.

Capital Projects:

The Selectmen were proposing a bonding package totaling \$13.2 million which will include four projects as follows: \$3 million for roads and drainage, \$1.4 million for new fire trucks, \$1.9 million for Town Hall renovations and \$400,000 for bond issuance expenses for a new Library. The Board needed to approve four resolutions and forward this to the Board of Finance for consideration. If the Board of Finance approves the bonding package at its next meeting scheduled for February 14th, the Selectmen will set a Town Meeting date at its next meeting.

A lengthy discussion then ensued regarding the Library and where the building would be located.

The \$13.2 bonding package would increase the yearly taxes for a family with a home valued at \$300,000 to about \$146.00.

Road and Drainage Improvements:

Selectman Reynolds introduced the following Resolution:

RESOLVED, that the Board of Selectmen recommends to the Board of Finance that the Town of Suffield appropriate \$3,108,000 for road and drainage improvements to an estimated approximately seven miles of roads, contemplated to be carried out on all or portions of the following roads: Randall Drive, Fairhill Lane, Longview Drive, Suffield Meadow Drive Extension, Warnertown Road, South Grand Street, Brookside Drive, Hickory Street, Phelps Road, Burbank Avenue, Spencer Street, Prospect Street, Kent Avenue and Mapleton Avenue. The Board of Selectmen, following receipt of the recommendation of the Town Engineer, is authorized to determine the scope and particulars of the project. The Board of Selectmen may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified.

FURTHER RESOLVED that the Town issue bonds or notes and temporary notes in an amount not to exceed \$3,108,000 to finance the appropriation as recommended by the Treasurer.

FURTHER RESOLVED, that the Board of Selectmen refers the proposed road and drainage improvements project to the Zoning and Planning Commission for a report pursuant to Section 8-24 of the General Statutes.

The resolution was approved by all votes in favor and none opposed.

Suffield Town Hall Renovations and Improvements:

Selectman Fitzgerald introduced the following resolution:

RESOLVED, that the Board of Selectmen recommends to the Board of Finance that the Town of Suffield appropriate \$1,900,000 for the design and construction of renovations and improvements to the Suffield Town Hall, contemplated to include replacement of heating, ventilation and air conditioning system, removal and replacement of non-ADA compliant bathrooms on ground floor, renovations and improvements to address ADA and building code compliance issues, removal and replacement of asbestos floor tile and pipe insulation, improvements to address office layout for better public access, and related renovations, improvements and other work.

FURTHER RESOLVED, that the appropriation may be spent for design and construction costs, demolition costs, fixtures, equipment, furnishings, materials, site improvements, architects' fees, engineering fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The Board of Selectmen is authorized to determine the scope and particulars of the project. The Board of Selectmen may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified.

FURTHER, that the Town issue bonds or notes and temporary notes in an amount not to exceed \$1,900,000 to finance the appropriation as recommended by the Treasurer.

FURTHER RESOLVED, that the Board of Selectmen refers the proposed Suffield Town Hall renovations and improvements project to the Zoning and Planning Commission for a report pursuant to Section 8-24 of the General Statutes.

The resolution was approved by all votes in favor and none opposed.

Fire Trucks and Related Equipment Acquisition:

Selectman Fitzgerald introduced the following resolution:

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RESOLVED, that the Board of Selectmen recommends to the Board of Finance that the Town of Suffield appropriate \$1,400,000 for the acquisition of up to three fire trucks and related equipment.

FURTHER RESOLVED, that the appropriation may be spent for acquisition costs, equipment, consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The Board of Selectmen, following receipt of the recommendation of the Fire Commission, is authorized to determine the scope and particulars of the fire truck and equipment acquisitions.

FURTHER RESOLVED, that the Town issue bonds or notes and temporary notes in an amount not to exceed \$1,400,000 to finance the appropriation as recommended by the Treasurer.

The resolution was approved by all votes in favor and none opposed.

New Library Project:

Selectman Moncrief introduced the following resolution:

RESOLVED, that the Board of Selectmen recommends to the Board of Finance that the Town of Suffield appropriate \$8,408,000 for demolition of the former Bridge Street School and the design and construction of a new library to be located on the former Bridge Street School site. The project shall be guided by the plans entitled "Conceptual Plans," prepared by Johnson Roberts Associates, Inc. and dated January 13, 2011, as provided to the Board of Selectmen. It is contemplated to include an approximately 24,000 square foot open library floor plan, children's area, young adult's area, local history room, two meeting rooms, circulation desk and work area, study rooms, administrative areas, and necessary utility, elevator, lobby, stairway and related spaces and related site improvements.

FURTHER RESOLVED, that the appropriation may be spent for design and construction costs, demolition costs, moving expenses, fixtures, equipment, furnishings, materials, site improvements, architects' fees, engineering fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. A portion of the appropriation not to exceed \$40,000 may be applied upon the determination of the Board of Finance to reimburse the Town for preliminary expenditures on the project allocated to the "Other Purchased Services" line item of the annual budget for the fiscal year ending June 30, 2011. The Permanent Building Commission is authorized to determine the scope and particulars of the project with input from the Board of Selectmen and Library Commission. The Permanent Building Commission may reduce or modify the scope of the project, and the entire appropriation may be spent on the project as so reduced or modified.

FURTHER RESOLVED, that the Town anticipates receiving approximately \$1,500,000 to defray in part the appropriation from the Suffield Public Library Foundation, the Library endowment and other sources. Should there be a shortfall in the contemplated \$1,500,000 aggregate amount of grants and donations received by the Town to fund in part the appropriation, the scope and particulars of the project may be reduced or

modified in any manner necessary or desirable to reflect such shortfall and to ensure that the amount of bonds or notes issued to permanently fund the appropriation does not exceed the \$6,908,000 anticipated net cost of the project to the Town.

FURTHER RESOLVED, that the Permanent Building Commission is vested with the following powers and duties: (i) to approve design and construction expenditures for the project; (ii) to contract with architects, engineers, contractors and others in the name and on behalf of the Town to complete the project; and (iii) to exercise such other powers as are necessary or appropriate to complete the project. Necessary expenses of the Commission may be included in the cost of the project. Upon completion of the project, the Commission shall make a complete report and accounting to the Selectmen and the Town.

RESOLVED, that the Board of Selectmen recommends to the Board of Finance that the Town issue bonds or notes and temporary notes in an amount not to exceed \$6,908,000 to finance the appropriation, the amount of bonds or notes authorized to be issued to be reduced by the amount of donations or grants received by the Town for the project and not separately appropriated to pay additional project costs, as recommended by the Treasurer.

FURTHER, that the Board of Selectmen refers the proposed new library project to the Zoning and Planning Commission for a report pursuant to Section 8-24 of the General Statutes.

The resolution was approved by all votes in favor and none opposed.

Tax Rebates:

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

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| Peter P. Shannon | \$ 16.83 |
| VW Credit Leasing LTD | \$ 79.93 |
| Michael J. Ulitsch & Erin M. Martin-Ulitsch | \$ 42.12 |
| Terry E. Martin | \$ 36.97 |
| John M. Jordan | \$2,267.89 |
| John M. Jordan | \$ 103.00 |
| Edward M. & Lucile J. Loiseau | \$ 138.90 |
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| Edward M. & Lucile J. Loiseau | \$ 163.80 |
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| Jonna V. Albert | \$ 59.10 |
| Toyota Motor Credit Corp. | \$ 133.81 |
| Steve & Wendy Mitzel | \$2,379.71 |
| Jonna V. Albert | \$ 59.10 |
| Richard J. Burke | \$ 26.05 |
| Robert T. Foster | \$ 20.12 |

The motion was approved by unanimous vote.

Appointments:

Selectman Reynolds made a motion to appoint Christopher Doran as an alternate member of the Advisory Commission on Capital Expenditures for a term through April 2014. The motion was approved by unanimous vote.

Selectman’s Updates:

In an effort to encourage recycling, Mr. Frenaye met with USA Hauling to look into the possibility of supplying residents with an extra recycling cart should they request one. The more residents recycle, the more money the town will save. USA has agreed to supply the extra carts for a charge of \$18/year to the Town. Any resident on curbside pick up may request one. The \$18 cost would become a wash or even make money, because there would be less trash thrown out. Residents on curbside pickup can contact the Selectmen’s Office to obtain an extra cart or get more information.

Annual Report: The Annual Report has not been proof read yet. The opening of the Public Hearing on the Report will be scheduled for the next Selectmen’s meeting on February 16th.

Department Budget meetings will begin next week. Mr. Frenaye will have a progress report next meeting. The Governor’s budget will be presented on Wednesday, February 16th also.

Public Comment:

Jack Muska, Russell Avenue. He thought the Permanent Building Commission should be in charge of the Town Hall Renovation project as well.

Executive Session:

Selectman Reynolds made a motion to go into Executive Session to discuss a legal matter. The motion was approved by unanimous vote. The Selectmen went into session at 9:07 p.m. Town Counsel, Charles Alfano, Jr., was invited to the Executive Session.

Selectman Reynolds made a motion to come out of executive session at 9:48 p.m. The motion was approved by unanimous vote

Adjournment:

There being no further business, Selectman Reynolds made a motion to adjourn. The motion was approved by unanimous vote. The meeting adjourned at 9:49 p.m.

Respectfully submitted,

Christine Koren, Recording Secretary

NEXT REGULAR MEETING: February 16, 2011