

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF SELECTMEN  
MAY 15, 2013**

**Present:** First Selectman Edward G. McAnaney, Joanne Sullivan, Eileen Moncrief, Brian Fitzgerald and Timothy Reynolds. Patrick McMahon Director of Economic and Community Development was also in attendance. First Selectman McAnaney called the meeting to order at 7:02 p.m.

**Minutes:** Selectman Moncrief made a motion to accept the May 1, 2013 minutes of the regular meeting of the Board of Selectmen as presented. Vote 4-0 in favor. Selectman Reynolds abstained.

**Public Comment:** Resident Richard Binns of 1174 Blossom Street commented on the road side spraying on Blossom Street and Russell Avenue. He said the grass has turned an ugly brown and the spray pattern is inconsistent. First Selectman McAnaney mentioned that other residents have called regarding this too and that Mark Cervione will be reviewing this.

**Acceptance of STEAP Grant in the Amount of \$250,000 for Improvements to Canal Road.**

Patrick McMahon, Director of Economic and Community Development said that the Town has been awarded \$250,000 in Small Town Economic Assistance Program (STEAP) grant funds for the reconstruction of Canal Road. Canal Road services major taxpayers in Suffield By the River and Suffield House. It also is the access point to the Windsor Locks Canal State Park Trail. Construction cost for Canal Road is estimated at \$258,000 and design cost of \$20,600. So we would be proposing a local match of \$28,600 for Canal Road which would come from pavement management funds. Selectman Fitzgerald made a motion to accept a STEAP Grant in the amount of \$250,000 for improvements to Canal Road and its proper expenditure. Vote 5-0 in favor.

**Approval of Commercial Property Assessed Clean Energy (“C-PACE”) agreement.**

Patrick McMahon, Director of Economic and Community Development explained that C-PACE is an energy efficiency statewide program being managed by Clean Energy Finance and Investment Authority (CEFIA) a Quasi-Public Agency for commercial, industrial and multi-family dwellings of more than 4 units. Through C-PACE these entities can qualify for 100% low-cost upfront financing for energy efficiency projects with up to 20 year repayment period. A lien (2<sup>nd</sup> to town taxes) would be placed on the property to make banks more secure in lending. The Town’s role is to send an assessment similar to a sewer assessment, to collect the assessment and pass it along to CEFIA. About 30 properties in Town would qualify. The tax collector is aware of the program and it will work with the current tax software. The benefit to the Town is to show that we are business friendly. Action will be taken later in the meeting to recommend the project to Town meeting.

**Discussions regarding permission to sell real property on Betty Lane.**

First Selectman McAnaney stated that the Town owns two lots on Betty Lane near the Water Tower. The land isn't on the market and there are no buyers in mind. The First Selectman would like to move to town meeting the ability to sell those lots when we get offers like we did with the Industrial Park. The lots are approximately two acres each, zoned residential, sit below grade and are overgrown. They are of no use to the Town. They need re-approval for ground water monitoring. Approving this at Town meeting would allow the Town to negotiate a price. Action will be taken later in the meeting to recommend the project to Town meeting.

### **Acceptance of Grants for Education Department.**

A Town meeting is required to accept grants larger than .25% of the budget. The Board discussed the increase in Open Choice students. The current enrollment in Suffield is 83 students meeting the 3% incentive threshold of \$6,000. The District has provided 20 additional seats for school year 2013 to 2014. It is possible that Districts that reach the 4% incentive threshold may be reimbursed \$8,000 per student. Selectman Moncrief noted that the Choice program is worthwhile and Suffield has been involved for 30 to 40 years dating back to when it was Project Concern. She said a Board of Finance member pointed out that the Town is picking up the difference of about \$6,000 per child. She also was requesting demographic information to see what grades these students are being enrolled in. Selectman Fitzgerald made a motion to accept the Grants for Education Department as follows:

- a. Special Education – Excess Cost and State Agency Placements in the amount of \$650,098
- b. Individuals with Disabilities Education Act (IDEA) in the amount of \$433,813
- c. Open Choice Academic & Social Support Grant in the amount of \$160,250
- d. Open Choice Tuition Grant in the amount of \$504,000

Vote 5-0 in favor.

### **Reappointment of Stephen Sorrow to CT River Assembly through March 2016.**

Selectman Sullivan made the motion to reappoint Stephen Sorrow to Connecticut River Assembly through March 2016. Vote 5-0 in favor.

### **Call of Town Meeting**

Selectman Reynolds made a motion to move the following items to a Town Meeting to be held Thursday, May 23 at 7:00 pm at the Suffield Middle School

1. Reappointment of Stephen Sorrow to CT River Assembly through March 2016
2. Approval of Commercial Property Assessed Clean Energy (“C-PACE”) Agreement
3. Acceptance of STEAP Grant in the amount of \$250,000 for improvements to Canal Road
4. Creation of ordinance Section 16-7. Exemption for Property leased to a Charitable, Religious or Non-Profit Organization

5. Grant Yankee Gas Services Company an easement across Town Owned Property on North Main Street and High Street to provide gas service to First Church of Christ Congregational
6. Authorize the Board of Selectmen permission to sell real property on Betty Lane.
7. Acceptance of Special Education – Excess Cost and State Agency Placements Grant in the amount of \$650,098 for Education Department
8. Acceptance of Individuals with Disabilities Education Act (IDEA) Grant in the amount of \$433,813 for Education Department
9. Acceptance of Open Choice Academic & Social Support Grant in the amount of \$160,250 for Education Department
10. Acceptance of Open Choice Tuition Grant in the amount of \$504,000 for Education Department

Vote 5-0 in favor.

Selectman Moncrief suggested adding Town Meeting signs at the Route 75 end of Town near Emergency Aid or the Town owned park on Route 75.

**Finalize approval of payment in the amount of \$79,655.58 to Rotha Contracting Company, Inc. in settlement of claims brought by Rotha against the Town of Suffield.**

The First Selectman explained that \$72,500 is the settlement amount with an additional \$7155.58 for retainage. The First Selectman also noted that the agenda did not include the request to move funds from Contingency account to the Selectmen's budget for payment. Selectman Moncrief made the motion to finalize approval of payment in the amount of \$79,655.58 to Rotha Contracting Company, Inc. in settlement of claims brought by Rotha against the Town of Suffield and to move said funds from contingency to the Selectmen's budget. Vote 5-0 in favor.

**Motion to create a new line item in the SVAA budget to accommodate the new agreement's payment for Operating expenses. Additionally transfer \$40,070.00 from the Payroll line item to Operating Expenses line to pay the amount due per the agreement.**

Selectman Moncrief asked if the Board of Selectmen had approved the agreement. They may have authorized the First Selectman already. The First Selectman tabled the agenda item to return to it at the end of the meeting.

**Motion to transfer \$3,100 from Contingency to various Senior Center accounts**  
Senior Center Director Paula Pascoe stated in a letter that the Senior Center has \$89.66 remaining in the budget as of May 10<sup>th</sup>. Two line items, Natural Gas and Propane and Telephone ran over budgeted amounts. The Senior Center has a dual heating system that was not being operated as recommended. The telephone expense doubled due to an expired contract with AT&T. This has been renegotiated favorably. Selectman Fitzgerald made a motion to transfer \$3,100 from Contingency to various Senior Center

accounts. Vote 5-0 in favor.

**Motion to transfer \$3,000 from Animal Control Payroll (50160) to new line item Animal Control Vehicles (50745) for the purpose of vehicle purchase. Transfer \$2,000 from Vehicle Repair & Maintenance account (50436) to the new Animal Control Vehicles account (50745). Waive the bid policy to allow Animal Control to purchase vehicle from Ambulance Association.**

A request is being made to the Board of Selectmen and Board of Finance to transfer \$3000 from the Payroll line item and \$2,000 from the Repairs and Maintenance line item for Vehicles. This will allow for the purchase of a used vehicle (white Chevy SUV) from the Suffield Volunteer Ambulance Association for \$4,000 and \$1,000 for conversion of the vehicle from ambulance to animal control.

Selectman Moncrief made the motion to transfer \$3,000 from Animal Control Payroll (50160) and to transfer \$2,000 from Vehicle Repair & Maintenance account (50436) to the new Animal Control Vehicles account (50745). Vote 5-0 in favor.

Selectman Fitzgerald made the motion to waive the bid policy to allow Animal Control to purchase vehicle from Ambulance Association for an in-house purchase. Vote 5-0 in favor.

#### **Approve Partial Roof Replacement – Suffield Middle School – Media Center**

Selectman Reynolds made the following motions to move the project forward for completion during the upcoming summer vacation period:

**RESOLVED**, that the Suffield Board of Selectmen authorize the Suffield Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the proposed partial roof replacement project at Suffield Middle School Media Center.

**RESOLVED**, that the Suffield Board of Selectmen hereby authorize at least the preparation of schematic drawings and outline specifications for the proposed partial roof replacement project at Suffield Middle School Media Center.

**RESOLVED**, that the existing Permanent Building Committee is hereby appointed as the building committee with regard to the proposed partial roof replacement project at Suffield Middle School Media Center.

Vote 5-0 in favor.

#### **Approve Partial Roof Replacement – Suffield Middle School – E-Wing**

Selectman Sullivan made the following motions to move the project forward for completion during the upcoming summer vacation period:

**RESOLVED**, that the Suffield Board of Selectmen reauthorizes the Suffield Board of Education to apply to the Commissioner of Education and to accept or reject a grant for

the proposed partial roof replacement project at Suffield Middle School E-Wing that were originally approved by the Board on October 19, 2011.

**RESOLVED**, that the Suffield Board of Selectmen hereby reauthorizes at least the preparation of schematic drawings and outline specifications for the proposed partial roof replacement project at Suffield Middle School E-Wing that was originally approved by the Board on October 19, 2011.

**RESOLVED**, that the existing Permanent Building Committee is hereby reappointed as the building committee with regard to the proposed partial roof replacement project at Suffield Middle School E-Wing that was originally approved by the Board on October 19, 2011.

Vote 5-0 in favor.

### **Approve Partial Roof Replacement – McAlister Intermediate School – 4 Classrooms**

Selectman Moncrief made the following motions:

**RESOLVED**, that the Suffield Board of Selectmen reauthorizes the Suffield Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the proposed partial roof replacement project at McAlister Intermediate School that was originally approved by the Board on May 19, 2010.

**RESOLVED**, that the Suffield Board of Selectmen hereby reauthorizes at least the preparation of schematic drawings and outline specifications for the proposed partial roof replacement project at McAlister Intermediate School that was originally approved by the Board on May 19, 2010.

**RESOLVED**, that the existing Permanent Building Committee is hereby reappointed as the building committee with regard to the proposed partial roof replacement project at McAlister Intermediate School that was originally approved by the Board on May 19, 2010. Vote 5-0 in favor.

### **Selectman's Update**

#### **Results of the Town Meeting.**

The Town budget passed unanimously. There was an increase in the mil rate from 24.84 to 25.16. There is an expected \$1 million in loss of aid from the State which was not firmed until after the Public Hearing but before the Board of Finance meeting on April 29<sup>th</sup>. The proposed \$1.1 million transfer to the new Municipal Capital Reserve fund was changed to \$1.7 million by the Board of Finance with an additional \$171,000 expected to be added when balances from "orphan" accounts from completed capital projects are transferred.

#### **Land Donation on Ratley Road from Carolyn Samplatsky and family.**

A few months ago the First Selectman was approached by Carolyn Samplatsky who wanted to donate a 27 acre land-locked parcel on Ratley Road owned by her family to

the Town. After Bill Hawkins and Patrick McMahon did some analysis it was determined that no easements could be obtained to access the land in Connecticut. There would not be a way to allow public access to the parcel. The land was also offered to the Suffield Land Conservancy who also attempted to gain easements but was unsuccessful. Unfortunately, the Town cannot accept the land since residents would have no access.

Suffield Speaks Workshop was held and the Board of Selectmen will be receiving a report of the findings.

**Motion to create a new line item in the SVAA budget to accommodate the new agreement's payment for Operating expenses. Additionally, transfer \$40,070.00 from the Payroll line item to Operating Expenses line to pay the amount due per the agreement.**

This was tabled earlier in the meeting. The First Selectman detailed the agreement. Part time employees have been transferred to Ambulance Association. The chief and full time paramedic will be Town employees and will receive pay and benefits from the Town. Should the Association enter into an agreement with another town to provide emergency services, the fee received will be equally split between the Ambulance Association and the Town of Suffield. The Town will pay a yearly fee of \$203,000 less the amount of pay and FICA for the Chief and full time paramedic. The agreement is in place for 5 years.

The agreement allows for quarterly payments based on the reconciliation provided by Don Miner. This year there are two quarterly payments due of approximately \$40,070.

Selectman Moncrief made a motion to create a new line item in the SVAA budget to accommodate the new agreement's payment for Operating expenses. Additionally, transfer \$40,070.00 from the Payroll line item to Operating Expenses line to pay the amount due per the agreement. Vote 5-0 in favor.

Selectman Reynolds made a motion to adjourn to Executive Session for the purpose of discussing litigation. Vote 5-0 in favor.

Executive Session convened at 8:11 p.m. and adjourned at 8:32 p.m.

There being no further business to come before the meeting, Selectman Sullivan moved that the meeting adjourn. Vote 5-0 in favor. Meeting was adjourned at 8:32 p.m.

Next Board of Selectmen Meeting Wednesday, June 19, 2013

Lisa Trase  
Recording Secretary