

**Board of Selectmen
Special Meeting
December 4, 2012**

Present: First Selectman Daniel Jerram, Selectman Alesia Kennerson, Selectman Jack Casey, Member of the Board of Finance Reggie Smith, New Hartford Independent Reporter Bob Moore, Administrative Assistant Christine Hayward.

The First Selectman called the meeting to order at 6:30 PM.

Discussion/adoption of Capital Plan –revisions and additions:

The Selectmen reviewed the current year (2012-2013) capital project list. Mr. Jerram noted that the plow truck is on order and should be delivered in early January. He stated that he intended to ask the Board of Finance to consider paying cash for the truck rather than financing it over the next three years. Regional Refuse Disposal District #1 has notified its member towns that they will not be seeking payment of the 3rd and 4th quarter assessments this year. The existing capital funds held by RRDD will be credited to the individual towns' assessments due to the fact that the RRDD Board has decided not to pursue the development of athletic fields on the RRDD site. This reduction in budgeted expenditures provides an opportunity to purchase the truck outright.

Reviewing the other items, Mr. Jerram noted that the contract for revaluation has been signed. There have been new computers purchased using the technology line item. (replacing outdated computers is an ongoing process; a few new units are purchased each year). The Recreation Capital item encompasses several projects – the Antolini field expansion, field house renovations, trail upgrades, and other items. Mr. Jerram stated that town highway crew members will be used to paint the interior of Berkshire Hall. Painting estimates for the job came in high when it was put out to bid by the Recreation Department, therefore Mr. Jerram decided to have town crew perform this task during the winter months. This will “free-up” some funding for another use, i.e. Callahan Park. With respect to the purchase of a roller, the search for one is on and hopefully, this purchase can be made before the end of the year. Downtown Improvements had \$ 37,500 set aside; of which approximately \$10,000 was used to repair the sidewalk near the Post Office (the area where a sewer repair was done last year). Steele Road and Woodchuck Lane both had major drainage improvements completed using the capital monies allocated for this. Bridge improvements are slated for spring time review.

The Selectmen then reviewed the existing plan to see if any changes, additions or deletions should be considered to the proposed 2013-2014 plan. Mr. Jerram noted that since he plans to seek approval for a cash payment on the plow truck, he would like the Selectmen to consider replacing the plow truck expense on the 2013-2014 project list with \$60,000 towards the purchase of a smaller utility truck. There are several trucks that will need to be replaced within the next few years. The fleet is getting old and the breakdowns and repair expenses are increasing. Revaluation and technology are expenses that should remain in the plan. Drainage costs should also stay in the plan. There is currently a catch basin in the Industrial Park that is failing and needs to be repaired/replaced. This is a deep basin and its repair is beyond the expertise of the highway department crew members. This will need to be contracted out. The Planning and Zoning Commission plans to do most of the work on the revision of the Plan of Conservation and Development in house, which may result in lower costs to the town. The First Selectman stated that he would like to plan on having some additional lights installed in the downtown area. The Carpenter Road Bridge is a bridge that will need to be addressed at some point. The deck is deteriorating. Selectman Kennerson expressed her desire to keep the Town Garage sinking fund in the capital plan so that the public is aware that the Board of Selectmen has not given up on finding a new site for a new town garage.

The Selectmen looked forward to the remaining years of the 5-year plan. They noted that the Recreation Dept and Municipal Projects line in 2014-15 has 25K included for waterfront repairs. Mr. Jerram noted that this is a “drawdown

year” where the level of the lake will be reduced (this is done every 3 years) that will allow for access to the boat mooring area and repairs could be made to the existing concrete steps. It would also be a time when consideration could be given to removing the old concrete dock. Both of these projects will require application to Inland Wetlands for a permit. It was also noted that in Fiscal year 2015-2016, the recreation line has 17K earmarked for a ropes course. This will need to be discussed with recreation to see if this course is still in the plan, considering that the insurance company had concerns regarding who would have access and who would provide oversight. They had opined that it could not be used as a “business.” There were no concerns with the 2016-2017 proposed plan.

First Selectman Jerram informed the Board that he had taken the liberty of preparing a 2017-2018 plan to add to the existing plan. Ms. Kennerson commented that she would like to see specific drainage projects listed so that the Board of Finance will know what areas have been identified for possible work.

The Selectmen then returned to discussion of the 2013-2014 plan. Selectman Kennerson asked about the status of the Animal Control Van and wondered if there should be an addition of that expense to the plan. Mr. Jerram replied that Animal Control Officer Les Archer was investigating some options through the State and there is a possibility that a van could be purchased using existing funds in the current highway budget. Ms. Kennerson then asked “what are we going to do about Stedman Road?” Mr. Jerram replied that he had spoken to the town engineer and that stabilization/repair of the road has been estimated to be between \$600,000 - \$700,000. The road is currently closed as a through road, with gates in place to allow access for farming equipment to pass through when needed. Former First Selectman Reggie Smith commented that the road collapsed many years ago in addition to the two recent collapses. Mr. Jerram stated that he does not want to expose the town to any liability by re-opening the road without having some kind of engineering study performed to see what restrictions might be needed. This road is sometimes used as a detour around Route 202 if, for some reason, that road is closed. This could be dangerous due to having too much load at one time. Mr. Smith suggested that the town may want to consider abandoning that section of the road legally at a Town Meeting. The Selectmen did not take any formal action on the Capital Plan, preferring to mull it over and take action at the next meeting.

Set Board of Selectmen meeting schedule for 2013:

The Board of Selectmen discussed the regular meeting schedule and agreed to continue with once per month regular meetings and call special meetings as needed.

MOTION: by Kennerson, second Casey to adopt the regular meeting schedule as presented, with regular meetings being held on the 4th Tuesday of each month (with the exception of the December meeting which will be held on December 17, 2013) at 7:00 PM at Town Hall.

Unanimous.

Town Hall Holiday Schedule:

MOTION: by Kennerson, second Casey to approve the 2013 Town Hall Holiday Schedule as presented.

First Selectman Jerram noted that Town Hall employees no longer have a discretionary day to use in 2013 as this was negotiated out of the contract.

Unanimous.

Annual Appointments to Boards and Commissions:

MOTION: by Casey, second Kennerson to re-appoint the members as listed on the attached list of expiring terms to their respective Boards and Commissions as identified on the list.

Unanimous.

Approval of Resolution for Homeland Security Grant:

First Selectman Jerram informed the Selectmen that the FFY 2011 Homeland Security Grant Program Memorandum of Agreement package has been received for the Town of New Hartford to endorse. This Grant is administered through the Region 5 Area Emergency Management Planning Team. New Hartford participates in this regional group and agrees to allow Area 5 to have oversight of the use of the Grant funds.

MOTION: by Kennerson, second Casey to approve the following resolution:

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Daniel V. Jerram, as First Selectman of the Town of New Hartford is authorized and directed to execute and deliver any and all documents on behalf of the Town of New Hartford and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Unanimous

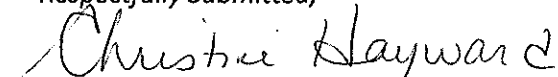
Neighbor to Neighbor update:

Administrative Assistant Christine Hayward presented information regarding the Neighbor to Neighbor fund to the Selectmen. She noted that the support for this fund has been incredible. Local community organizations (i.e Lions Club, the Women's Club, American Legion) and area churches continue to donate to the fund. Additionally, the residents of town have really stepped forward as they continue to send donations to this worthy cause. Neighbor to Neighbor has assisted 19 different families/residents since its inception in 2011. To date, \$7933.45 has been provided to those who need assistance. The members of the committee meet regularly to review operations. Ms. Hayward noted that checks are sent to vendors (i.e. electric company, oil companies) to pay bills – no funds are given directly to clients.

MOTION: by Kennerson, second Casey to adjourn at 7:31 PM.

Unanimous.

Respectfully Submitted,


Christine Hayward, Administrative Assistant

TOWN OF NEW HARTFORD

BOARD OF SELECTMEN

2013 REGULAR MEETING SCHEDULE

The Board of Selectmen will hold regular meetings on the fourth Tuesday of every month at 7:00 PM at the New Hartford Town Hall, with the exception of the December 2013 meeting which will be held on the third Tuesday of the month. Special meetings shall be called as needed.

Tuesday, January 22, 2013	7:00 pm
Tuesday, February 26, 2013	7:00 pm
Tuesday, March 26, 2013	7:00 pm
Tuesday, April 23, 2013	7:00 pm
Tuesday, May 28, 2013	7:00 pm
Tuesday, June 25, 2013	7:00 pm
Tuesday, July 23, 2013	7:00 pm
Tuesday, August 27, 2013	7:00 pm
Tuesday, September 24, 2013	7:00 pm
Tuesday, October 22, 2013	7:00 pm
Tuesday, November 26, 2013	7:00 pm
Tuesday, December 17, 2013	7:00 pm

HOLIDAY SCHEDULE 2013

Tuesday, January 1, 2013	New Year's Day
Monday, January 21, 2013	Martin Luther King, Jr. B-Day
Monday, February 18, 2013	Presidents' Day
Friday, March 29, 2013	Good Friday
Monday, May 27, 2013	Memorial Day
Thursday, July 4, 2013	Independence Day
Monday, September 2, 2013	Labor Day
Monday, October 14, 2013	Columbus Day
Monday, November 11, 2013	Veteran's Day
Wednesday, November 27, 2013	Day Before Thanksgiving – Noon Closing
Thursday, November 28, 2013	Thanksgiving Day
Friday, November 29, 2013	Day after Thanksgiving
Wednesday, December 25, 2013	Christmas Day

2012 Expiring Terms

Re-appointments at December 4, 2012 meeting:

AGENT FOR THE ELDERLY

Jean Barnicoat (1/1/2013 – 12/31/2014)

COMMISSION ON AGING:

Ellen Durstin, (1/1/2013 – 12/31/2015)

Richard St. John (1/1/2013 – 12/31/2015)

Kathleen Pappas , alternate (1/1/2013 – 12/31/2014)

CONSERVATION COMMISSION:

Stan Brobston (1/1/2013 – 12/31/2015)

Karla Lindquist (1/1/2013 – 12/31/2015)

Paul Mahoney (1/1/2013 – 12/31/2015)

4 vacancies (11 member Board)

ECONOMIC DEVELOPMENT COMMISSION:

Jim Brett (1/1/2013 – 12/31/2017)

2 alternate vacancies

HISTORIC DISTRICT COMMISSION:

Frances Stoffer (1/1/2013 – 12/31/2017)

1 regular vacancy, 2 alternate vacancies

INLAND-WETLANDS:

Jack Trumbull (1/1/2013 – 12/31/2015)

James Hall (1/1/2013 – 12/31/2015)

Troy LaMere (1/1/2013 – 12/31/2015)

Wayne Ryzner (1/1/2013 – 12/31/2015) (has been an alternate, will move to regular seat)

2 alternate vacancies

RETIREMENT BOARD/PENSION COMMITTEE

William Smith (1/1/2013 – 12/31/2017)

REGIONAL REFUSE DISPOSAL DISTRICT # 1

Brenda Schaufler (1/1/2013 – 12/31/2015)

WATER POLLUTION CONTROL AUTHORITY

Ken Krohner (1/1/2013 – 12/31/2015)

Bill Michaud (1/1/2013 – 12/31/2015)

NEIGHBOR to NEIGHBOR:

ASSISTANCE RECORD

1. 1091:	CL&P	\$275.00	7/14/11
2. 1092	Superior Plus 100 gallons	\$349.90	8/25/11
3. 1093	CL&P	\$413.29	9/21/11
4. 1094	CL&P	\$421.68	10/14/11
5. 1001	Tax Collector TONH (car registration issue)	\$500.00	12/8/11
6. 1002	CL&P	\$500.00	12/14/11
7. 1003	Firehouse oil 125 gals	\$448.63	1/26/12
8. 1004	Valley Energy 125 gals	\$462.38	1/27/12
9. 1005	Firemans Fuel 100 gals	\$359.90	4/5/12
10. 1006	Fireman's Fuel 100 gals	\$355.90	5/2/12
11. 1007	Sovereign Bank (association fees)	\$500.00	6/7/12
12. 1008	Valley Girl Properties (oil in tank)	\$250.92	6/5/12
13. 1009	Tim Bates- Landlord (rent)	\$500.00	7/9/12
14. 1010	CL&P	\$500.00	8/15/12
15. 1011	Sandra Tiffany landlord (security deposit)	\$500.00	9/18/12
	(WILL PAY BACK when tenant leaves the apartment)		
16. 1012	CL&P	\$500.00	9/21/12
17. 1013	Klebe Fuel 100 gals	\$369.90	9/27/12
18. 1014	Thomaston Oil 100 gals	\$369.90	10/22/12
19. 1015	CL&P	\$356.05	12/3/12

\$7933.45