

**Board of Selectmen
Regular Meeting
Tuesday, September 23, 2014**

Present: First Selectman Dan Jerram, Selectman Jack Casey, Members of School Building Committee Denton (Bud) Butler, Roy Litchfield; Members of the Public Joe Toro, Penny Miller, Kelly Longhoria; Members of the Press Bob Moore (New Hartford Independent), Catherine Boughton (Republican American); Administrative Assistant Christine Hayward.

Absent: Selectman Alesia Kennerson

First Selectman Jerram called the meeting to order at 7:02 PM

Minutes:

No action.

Opportunity for Public Comment:

No comments; those present indicating that they would address specific topics if warranted.

School Building Committee – re: Results of roof investigation:

Denton (Bud) Butler and Roy Litchfield were present to update the Selectmen on the findings of the roof, windows and masonry investigation at Antolini School. Butler stated that samples of material were taken and tested and was pleased to announce that nothing unusual was revealed during the review. Some asbestos was found in the caulking materials used on the metal flashing on the gymnasium roof and caulking used in exterior windows that will be replaced. However, the quantity is such minimal and does not require advanced removal techniques. Removal and disposal will be done in accordance with OSHA standards and requirements. Investigation of the masonry did not reveal any damage that would require structural repair. To summarize, there will be no need to change the scope of the roof and window project as it currently stands. Mr. Butler noted that the invoice for the investigation amounted to \$4800.00; a little under the authorized amount of \$5000.

Mr. Butler then gave a brief update on the status of the School Security project, stating that the anticipated completion date is October 4, 2014. He noted that there was an extensive punch-list that had been developed and the contractor was working to complete those items. There is one item that is proving to be a little more difficult to complete and that has to do with a “panic alarm.” There are some minor complications that need to be worked through, but they will be addressed.

At this point, First Selectman Jerram turned the discussion to the topic of public informational sessions. He asked Mr. Butler if he would be willing to attend the meetings and present the project to the public. Butler replied that the Board of Education had already agreed that the members of the Building Committee would be the best individuals to present information. The Selectmen discussed options for dates and tentatively decided that the referendum would be held on November 20, 2014. Working backward, a Special Town Meeting (which would adjourn to referendum) would most likely be called on or about November 6, 2014. Prior to the Town

Meeting , public informational sessions would be held on October 16 and October 21. The Selectmen felt that having a couple of different options of dates might be advantageous to the public, making it easier for them to find a convenient date to attend.

First Selectman Jerram also stated that he planned to have a newsletter mailed to residents informing them of the proposed projects and their costs and would urge them to attend informational sessions to ask questions and become informed prior to voting.

Jerram thanked Mr. Butler and Mr. Litchfield for being present at the Selectman's meeting and thanked them for the work they have done as members of the School Building Committee.

Operations Updates:

First Selectman Jerram stated that the Board of Finance had approved moving the Carpenter Road Bridge Replacement and the Antolini School roof, window, door project back to the Board of Selectmen to take to Town Meeting/referendum approval.

Jerram informed those present that stormwater regulations are becoming more stringent and New Hartford will have additional testing and maintenance requirements imposed due to the fact that New Hartford has been designated an "urban area." Jerram stated that New Hartford will be considered a Tier 1 town. Jerram noted that these regulations are imposed by the EPA and are unfunded mandates.

The First Selectman commented that three large events had occurred over the past couple of weeks. New Hartford Day, on September 21, was a huge success. Jerram noted that, according to organizers Sally O'Neill and Mary Lee Dun, this was the largest New Hartford Day ever—with nearly 70 vendors. Mr. Jerram thanked both Sally and Mary Lee for the wonderful job they did once again putting this event together. A second event was the Historical Society Wine Tasting; another successful event and the third event was Big Wheels at Brodie. Jerram stated that Big Wheels had crowds like never before. He stated that there was an extremely popular 'monster truck' at the event and that proved to be a big hit with children.

The auditors are 'in the house' this week performing their due diligence – checking the books, asking questions, gathering information. They are preparing the audit for the fiscal year 2013-2014.

A contract between the State Department of Agriculture for Farmland Preservation and the Town of New Hartford has been received for execution by the Town. Entering into this agreement with the State will allow residents the opportunity to have access to grants/monies for Farmland Preservation. Jerram noted that the document requires the signatures of the First Selectman, the Town Treasurer and the Chairman of the Open Space Preservation Commission.

MOTION: by Casey, second Jerram to approve entering into an agreement with the State of Connecticut Department of Agriculture for Farmland Preservation and to execute the agreement as requested.

Jerram commented that this is a good step in helping to maintain the rural character of New Hartford.

Unanimous.

The Maple Hollow Bridge repair is underway. Hydrodemolition of the bridge deck was started today and is anticipated to take two days. This is the first step in the renovation project.

Excavation of the Sand Salt Shed at Antolini is also underway; footings are being prepped.

Paving of Niles and a portion of West Hill Road (between Burwell and Bruning) has been completed. Aprons were paved where necessary.

The Highway crew is completing drainage improvements on the lower end of Steele (towards the center of Town). The goal is to get this paved before the cold weather arrives.

Environmental Testing is underway at the “Griffen” parcel at the intersection of Routes 219 and 44.

Set Time, Date, Manner of Special Town Meeting:

First Selectman Jerram stated that all of the preparatory work for the transfer of a parcel of land located at the corner of Cottage Street to the Town of New Hartford has been completed. The present owners of the parcel have completed an environmental screening and title search and have prepared the deed for transfer. The next step is to recommend the acquisition of this parcel, refer it to the planning and zoning commission for an 8-24 review and then take it to the voters.

MOTION: by Casey, second Jerram to accept the parcel of land known as 4 Cottage Street and refer the acquisition to the Planning and Zoning Commission for an 8-24 review and take it to Town Meeting.

Mr. Jerram stated that this parcel of land provides the town for opportunity to for change at the intersection of Route 219 and Cottage Street, if warranted in the future. It could also be beneficial if a sewer line is constructed in the area.

Unanimous.

First Selectman Jerram read the Call of the Meeting (attached) noting that the Special Town Meeting would be held on Monday, September 29, 2014 at 7:00 PM in the Senior Center/Meeting room of the Town Hall.

MOTION: by Casey, second Jerram to approve the Call of the Meeting as read and hold the Special Town Meeting on September 29, 2014.

Unanimous.

First Selectman Jerram noted, for the record, that the Town Attorney (Attorney Roraback) has recommended that whenever the town acquires properties as a donation, the town should request that the donor complete the legal paperwork, acquire title insurance and perform an environmental screening.

Resolution re: Master Municipal Agreement :

The First Selectman informed the Board that the State of Connecticut Department of Transportation has forwarded for signature a contract entitled “Master Municipal Agreement for Construction Projects.” This

contract includes standard terms and conditions that should govern all municipal construction projects involving the Department of Transportation for a period of 10 years. This is an effort to streamline the agreement process. Municipalities that wish to do business with the State must have this contract on file with the State. The Board must approve a resolution that authorizes the First Selectman to enter into such a contact.

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

Resolved: That the Town of New Hartford/Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Transportation a Master Municipal Agreement for Construction Projects. Further Resolved, that Daniel V. Jerram, as First Selectman of the Town of New Hartford, is authorized and directed to execute this agreement 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.

Appointments to Boards and Commissions:

First Selectman Jerram stated that there would be no action taken on any Appointments this evening, however, he did anticipate that the Commission on Aging would be recommending an appointment for the next Board of Selectmen meeting.

Request for Tax Refunds:

Mr. Jerram stated that Tax Collector Linda Sheffield had presented 3 requests for motor vehicle tax refunds for approval -- \$87.60 to Lori Blanchard for overpayment; \$26.21 to Peter Gregor due to overpayment; and \$607.58 to BMW Financial Services due to total loss of vehicle.

MOTION: by Casey, second Jerram to approve the request for tax refunds as presented by Tax Collector Linda Sheffield.

Unanimous.

Other Business to Come Before This Board:

First Selectman Jerram announced that there has been some turnover of staff during the past few months. He reminded all that the Land Use Administrator Steve Sadlowski is relatively new to Town Hall, having only been in New Hartford for about 5 months. Since that time, Building Inspector John Porcelli has relocated to South Carolina, Assessor Beth Paul has taken a position with Burlington, Christy Tellier has been hired as the part time recreation director and Bob Hazen has taken on the position of Resident State Trooper. Jerram stated that he is very happy for those who have left and gone on to positions that afford a higher pay rate than what New Hartford can offer. He wishes them well. He noted that the former Land Use Administrator went to a neighboring town and is earning a salary that is significantly more than what she earned in New Hartford. He stated that the Assessor has also increased her salary by moving on. Jerram did add that Mrs. Paul will still be

working for New Hartford providing the training for her replacement. She will act as a consultant while Cory lacino works toward becoming a certified assessor.

Jerram also announced that the New Hartford Constables (police) have filed for bargaining unit status. They are forming a union and will soon have a collective bargaining agreement with the town. Jerram stated that he is waiting for someone to contact him and present him with a contract for consideration.

Having no other business, Jerram asked for a motion to adjourn.

MOTION: by Casey, second Jerram to adjourn at 8:02 PM.

Unanimous.

Respectfully Submitted,

Christine Hayward, Administrative Assistant