

**Board of Selectmen  
Special Meeting  
Thursday, July 16, 2015**

**MINUTES**

**Present:** First Selectman Dan Jerram, Selectman Alesia Kennerson, Selectman Jack Casey ( in at 7:25), Members of the Public: John Burdick, Joe Toro, Troy Lamere, Donna LaPlante (Town Clerk), Dan LaPlante; Administrative Assistant Christine Hayward.

First Selectman Dan Jerram called the meeting to order at 7:12 PM. Mr. Jerram announced that Selectman Jack Casey had called and was running a little late. In light of that, Jerram and Kennerson agreed to modify the agenda so that “housekeeping” items could be taken care of during the first part of the meeting so that Selectman Casey would not miss out on the any of the discussion related to the Downtown Plan revision and Plan of Conservation and Development.

**Minutes:**

**MOTION:** by Kennerson to accept the Board of Selectman minutes for the regular meeting dated June 23, 2015; seconded by Jerram.

*Unanimous.*

**Request for Refunds of Taxes:**

**MOTION:** by Kennerson to approve a request for refund of motor vehicle property taxes in the amount of \$77.17 to CAB EAST LLC due to adjustment after payment as recommended by the Tax Collector; seconded by Jerram.

*Unanimous.*

**MOTION:** by Kennerson to approve a request for refund of motor vehicle property taxes in the amount of \$265.59 to CAB EAST LLC due to adjustment after payment as recommended by the Tax Collector; seconded by Jerram.

*Unanimous.*

**Resident Trooper Contract:**

First Selectman Jerram stated that the Town had received the contract for renewal of Resident Trooper Services from the State of Connecticut. Jerram noted that the contract expires June 30, 2017 as the traditional term of the contract is 2 years. Jerram informed the Board that the State had increased the percentage of services paid by the Town to 85%.

**MOTION:** by Kennerson to approve the Resident State Trooper contract for services which expires June 30, 2017 and authorize the First Selectman to execute the contract; seconded by Jerram.

*Unanimous.*

Jerram mentioned that Trooper Hazen had approached him to discuss the possibility that the DARE program return to Antolini School. The troop intends to have Trooper Hazen take the training classes that are required in order to be a DARE instructor. The training is a 2 week course and the DARE program requires a commitment of 9 – 10 weeks in the classroom and is taught to 5<sup>th</sup> and 6<sup>th</sup> graders. Jerram was reluctant to have this amount of time devoted to a single program. The Troop Commander, Lieutenant Bill Baldwin came to visit Mr. Jerram regarding this concern and has offered to place a temporary duty officer in New Hartford to cover Trooper Hazen's shift while he attends the training. Jerram was told that he, as local chief of police, has no jurisdiction over which training will /will not be provided to Resident Troopers but could be involved in the decision as to whether or not DARE training will be offered at the Elementary School. The Selectmen discussed that DARE is a worthy program, but that the program is generally done in towns with a larger police force; where duties can be divided. Having a trooper committed for 2 days per week for several hours for a period of 9 – 10 weeks may not be the best use of contracted services. Additionally, the question of "who provides and pays for the supplies" needed to run the DARE program according to its prescribed curriculum was raised. The Selectmen noted that neither the Town nor the Board of Education had budgeted for the DARE program. They also discussed the fact that curriculum for the school is not their realm of responsibility and it would be necessary to discuss this with school personnel. No decision was made regarding this program; The First Selectman will discuss with Antolini School Principal to see what her thoughts are. First Selectman Jerram mentioned that the Constables had approached him regarding consideration of making a change to the standard police schedule. It is their believe that the night shift officer ( 4:30 pm – 1:30 am ) is under- utilized and that the Town will be better served if he were changed to an evening shift ( 2:30 pm – 11:30 pm) where he would work a rotation that mirrored the day shift; The Selectmen agreed to give the revised schedule a try.

**Discussion of Downtown Plan Revision:**

First Selectman Jerram notified the Selectmen that Phil Doyle of LADA had incorporated changes into the downtown plan that had been requested in response to feedback received when the plan was presented to various groups. Changes have been made to the parking area near the library in consideration of the request to preserve some of the libraries outdoor space. Comments had been made that there was "too much asphalt." Another group that had provided feedback was the Land Trust. Their concern was that they did not want a parking lot on their land as they did not feel that this was in keeping with the wishes of the individuals who had donated land to the Land Trust. In deference to their request, the parking area was removed and was relocated to a spot near the Post Office. Dan reminded all that the plan is conceptual.

Selectman Casey stated that he thought the plan was a good place to start. Selectman Kennerson agreed that the changes were good ones and restated her support of the plan document.

**MOTION:** by Casey to accept the revised draft downtown plan dated July 16, 2015 to be included in the Plan of Conservation and Development; seconded by Jerram.

Member of the Public Joe Toro asked if the pavilion design shown in the current plan would go before the Architectural Review Committee. The Selectmen discussed this and felt that, although it is not necessary according to regulations, that they would not oppose having it reviewed. Jerram commented that the design of the building would be to match the surrounding buildings.

*Unanimous.*

**Review of Plan of Conservation and Development:**

The First Selectman reminded all that the Chairman of the Planning and Zoning commission had requested that anyone who has concerns regarding the current draft document attend the Public Hearing scheduled for July 22. Jerram commented that he had some concerns with the open space set aside recommended for the portion of Brodie Park known as Brodie South.

**MOTION:** by Casey to move the Plan of Conservation and Development to public hearing on July 22, 2015; seconded by Kennerson.

*Unanimous.*

**Review/Revise Capital Plan:**

First Selectman notified the Selectmen that he has placed an order for the large dump truck. He noted that the payments for the truck need to be included in the 5 year capital plan.

**MOTION:** by Kennerson to adjust the previously approved 5 year capital plan, specifically for 2016-2017, by adding the 2<sup>nd</sup> payment for item number 8 (big truck) as \$55,000 and also for 2017-2018 ( item 9) adding the payment as \$55,000.

*Unanimous.*

A review of the capital plan for the current year showed that many of the projects are already underway. A survey of Callahan Park has been completed. The quotes for the 'dump bodies' has been obtained and work on the trucks will be scheduled. The pavilion project is in the regulatory review process. The Police Car has been purchased and is waiting for the installation of radios and the computer. A bid for sidewalk installation and repairs in the village center will be distributed tomorrow. A vendor has been contacted to see if they can find replacement lights that match the current antique lighting in the village center.

**Carpenter Road Bridge:**

First Selectman Jerram notified the Board that there has been a slight glitch in the progress of the Carpenter Road Bridge project. One of the property owners that owns land that is needed for dewatering purposes when the bridge is under construction has decided not to sign an easement that would allow the town to temporarily use his property. Mr. Jerram noted that this is a sudden turn of events, especially since there had been two meetings with the owner where he verbally indicated he would enter into such an agreement. However, it appears that since that verbal agreement, the property owner was told that there was going to be a petition to challenge the approval of the bridge

and he was also told that the present bridge design would allow for an increase of truck traffic on the roadway. He now has reservations regarding the project. He has indicated that if the bridge were to remain similar in size to what it is now, he would sign the document. Jerram noted that the Grant funding may be incumbent on having a bridge that meets certain specifications. He intends to discuss this with the State. Jerram noted that \$55,000 - \$60,000 has been spent to date and questioned how taxpayers who support the replacement of the bridge would feel if these funds are 'wasted.' Jerram remarked that any changes in design at this point would need to be fully explained to the voters who approved a 2 lane bridge. "Any changes need to be transparent," he said. Jerram explained that he will have some discussions with the engineer and the state in order to determine the best course of action. He noted that a cost benefit analysis would be part of the process of determining how to proceed.

**Operations Updates:**

The First Selectman announced that the building inspector had suddenly resigned his position. Jerram noted that part of the individual's reason for leaving was the \$30.00 per hour pay rate. The individual felt that was inadequate, yet he didn't mention his displeasure with the wage until he gave his notice, which consisted of saying he was leaving at the end of the week and not returning. Jerram noted that there are not many licensed building inspectors available so it may be a while before one is hired. A temporary inspector will be used until a permanent replacement is found.

Road construction will be in full force within the next few weeks, with several projects on the list. West Road has been widened; which required moving a utility pole from one side of the street to the other. Utility companies have been notified to relocate their specific wires so that the old pole can be removed. Two sections of South Road will have some drainage improvements and will be repaved. The highway foreman will meet with the Land use administrator to get approval to perform the work. A new dance studio has opened its doors in the Collinsville Antiques of New Hartford Building. A local builder, Alan Borghesi, has plans to bring a couple of new businesses to a parcel of land along Route 44 but is getting frustrated with the regulatory and approval process. First Selectman Jerram noted that he hopes issues can be resolved soon. It was noted that tree removal in front of 283 Main Street ( the old Waring Building ) had been done by the owners of that building. Apparently, there had been questions raised by some residents as to 'who removed the trees?' Jerram noted that 'there's a lot happening in New Hartford.'

**MOTION:** by Kennerson to adjourn at 8:28 PM; seconded by Casey.

*Unanimous.*

*Respectfully Submitted,*

*Christine Hayward, Administrative Assistant*