

**Board of Selectmen  
Special Meeting**

**Thursday, April 11, 2013**

**Present:** First Selectman Dan Jerram, Selectman Alesia Kennerson, Selectman Jack Casey, Administrative Assistant Christine Hayward.

First Selectman Jerram called the meeting to order at 6:00 PM. He noted that this was a special meeting with a short agenda due to the fact that the Selectmen would be going up to Antolini School immediately following the close of this meeting. The Board of Finance was holding a Special Public Informational Meeting at the school beginning at 7:00 PM that involved a presentation by the School Building Study Committee detailing the proposed school security enhancements for the three local elementary schools. The Selectmen had agreed that it would be in their best interests to hear any feedback from residents expressed at the meeting. Another Special Meeting of the Board of Selectmen will convene at the close of the Board of Finance meeting.

**Minutes:**

in the interest of time, approval of minutes was tabled until the next meeting.

**Operations Updates:**

First Selectman Jerram stated that the Annual Budget Hearing was held by the Board of Finance on Tuesday, the 9<sup>th</sup>. Jerram termed it a good meeting; and noted that there were a few “new faces” in the audience that evening. The First Selectman informed the Selectmen that due to an oversight and a typographical error, the Tax Collector line item as currently shown on the proposed budget is \$1400 short. The Tax Collector had requested funding in her budget to continue the online webhosting that provides residents with the opportunity to review their tax information and make online credit card payments. This is a convenience that residents appreciate and generates a lot of revenue due to its ease of use. The increase in this line item is due to the fact that the service is provided by a different vendor in the past, but the increased cost allows for residents to get much more information regarding their bills than they were able to in the past.

Mr. Jerram asked that the Board support adding \$1400 to the line item. He stated that if the Board approved this request, he would ask that the Board of Finance make this adjustment when they meet on the 16<sup>th</sup> of April to finalize the budget proposal.

**MOTION:** by Kennerson, second Casey to increase the Tax Collector data processing line item by \$1400, making it a total of \$9,500 in that line item.

Selectman Casey noted that this was “an honest mistake” and therefore he supported this request.

*Unanimous.*

First Selectman Jerram informed the Board that Regional School District 7 had reduced their overall budget due to a change in health care providers for the staff, resulting in a lower expense for this

benefit. The net change is a \$31,409.00 reduction.

*Rails to Trails:*

The First Selectman stated that he had attended several evening meetings during the week. On Monday, Rails to Trails met, Tuesday evening was the budget public hearing, Wednesday was Planning & Zoning, and tonight consists of two Selectmen's meeting.

At the Rails to Trails meeting, discussion ensued regarding the need to have engineering and surveying done on the proposed trail so that a plan can be developed. Jerram said that he told the group that New Hartford will support helping to fund these services, but Barkhamsted will also need to contribute to the costs. Jerram indicated that MDC is awaiting a proposal.

*Library easement:*

The library easement for the proposed parking area on the currently vacant parcel located next to the library has been discussed with members of the Library Board. The meeting was positive and the Board members that were at the meeting will discuss the easement with the remaining Board members. Jerram noted that the Town attorney and the attorney for the library had been involved in drafting the easement agreement.

*Callahan Park lease agreement:*

The lease agreement with the Village Fire District for use of Callahan Park as a town recreation area has been expired for years. Mr. Jerram stated that he has discussed renewing the lease and the fire department commissioners have agreed to do so. Having a formal agreement in place is very important for both the Town and the Fire Department in order to have proper insurance coverage. The lease agreement will need approval at a Town Meeting.

*8-24 referrals:*

Jerram announced that the Planning and Zoning Commission approved a site plan modification for the Playground area at the Antolini School. This approval was needed in order to go ahead with the installation of the new playground. P&Z acted on 3 requests for reviews in accordance with CT Statutes 8-24; the Callahan Park Lease, the site plan for the improved playground and the proposed school security measures all received favorable reviews from the Commission.

*Resident State Troopers Contract:*

The current contract with the State for Resident State Troopers expires on June 30 of this year. Jerram asked the Selectmen how they would like to proceed with this. Should they consider change the terms of the agreement and only engage the services of one trooper or should they continue with the current arrangement? Selectman Casey asked that Mr. Jerram let the State know that there is a possibility that the town will move in a different direction and only contract for one trooper. Jerram replied that he will call and give them a "heads up" that there may be a change.

Jerram asked for formal endorsement of the items that will need to be acted on at Town Meeting.

**MOTION:** by Casey, second Kennerson to approve the parking easement agreement between the Licia and Mason Community Library and the Town of New Hartford and to forward the agreement to Town Meeting for consideration of approval.

*Unanimous.*

**MOTION:** by Kennerson, second Casey to re-establish a lease agreement between the Town of New Hartford and the Village Fire District for a period of 10 years with an option to renew at the end of the term to use an area known as Callahan Park as a town recreation area; and to forward the lease agreement to Town Meeting for consideration of approval.

*Unanimous.*

**Final Review of Budget:**

Jerram commented that he had already addressed the budget changes during the operations updates portion of the meeting, but asked the Selectmen if there was anything else pertaining to the budget that they would like to discuss. They replied no. The First Selectman noted that the Board of Finance would be meeting on the next Tuesday to approve the final proposed budget that will go to referendum.

**Discussion of Carpenter Road Bridge – engineering expenses:**

First Selectman Jerram informed the Board that he had met with Dave Battista, Town Engineer to discuss the Carpenter Road Bridge Repair. A flow chart of work that needs to be done has been developed by Mr. Battista. The engineering costs are projected to be in the neighborhood of \$30,000 - \$34,000. Jerram noted that the engineering line item is getting tight and he has asked the engineer to prioritize the steps that need to be done without impeding the progress. What needs to be done in this fiscal year?

Selectman Casey noted that gates were put in place on Carpenter Road to close off the bridge and felt that they were a good addition. He asked if there was still a plan to hold an informational meeting for the public to allow them to express their opinion as to what avenue should be taken with respect to fixing the bridge. Jerram replied that additional information needs to be gathered by the engineer in order to present all of the options to the public. This is one reason why Mr. Jerram would like to get the support of the Selectmen to keep moving forward with the engineering needed. Mr. Battista will need survey results and wetlands delineation in order to present options for consideration with cost estimates. It is important to have the survey and wetlands mapped prior to “greening” of the area. It is easier to survey when wetlands flags can be easily identified during a period of low leaf growth on the trees. The Selectmen supported the First Selectman’s request to “keep things moving.”

**Set Time, Date, Manner of Annual Budget Meeting:**

First Selectman Jerram stated that the Board of Finance will be meeting on the 16<sup>th</sup> of April to finalize the budget that will be presented for approval to the public. The Selectmen are responsible for setting the date of the Budget Meeting, therefore that was the next item on the agenda.

**MOTION:** by Kennerson, second Casey to hold the Annual Budget Meeting on Wednesday, April 24, 2013 at 7:00 PM in the Senior Center/Meeting Room of the Town Hall.

*Unanimous.*

**Set Time, Date, Manner of Annual Town Meeting:**

Jerram stated that there are several items that need to be approved at a Town Meeting, including the sale of property to Robert and Susan Vaskalis, accepting an easement from Robert and Susan Vaskalis, renewing the lease on Callahan Park, approval of a resolution pertaining to a School Building Project, election of School Building Committee members, Election of Representatives to Stanclift Cove Authority, and acceptance of the easement agreement between the Town and the Library. He noted that the Annual Town Meeting is historically held following the conclusion of the Annual Budget Meeting. Mr. Jerram also noted that there will be a need for another Town Meeting – possibly in June- as there are some other “irons in the fire;” an elderly tax abatement ordinance and an ordinance for park rules, for example.

**MOTION:** by Kennerson, second Casey to hold the Annual Town Meeting on Wednesday, April 24, 2013 in the Senior Center/Meeting room of the New Hartford Town Hall immediately following the Annual Budget Meeting which begins at 7:00 PM.

*Unanimous*

**MOTION:** by Casey, second Kennerson to approve the Call of The Annual Town Meeting as presented. (Call of the Meeting attached)

*Unanimous.*

**Remove Item Number 1 from the Call of the Annual Budget Meeting:**

Jerram stated that the Budget historically goes to Referendum and that the Referendum is generally set to be the same as the date that the Regional School Budget goes to Referendum which has tentatively (no formal action taken as of yet) been set for Tuesday, May 7, 2013.

**MOTION:** by Kennerson, second Casey to remove Item Number 1 from the Call of the Annual Budget Meeting and take such item to Referendum on May 7, 2013 between the hours of 6:00 AM and 8:00 PM using machine vote. (Call of Meeting with notice of referendum attached).

*Unanimous.*

Jerram noted that this concluded the agenda for this meeting and asked that the meeting be adjourned so that the Selectmen could head up to Antolini and be present at the Public Informational meeting regarding the School Security Enhancements.

**MOTION:** by Kennerson, second Casey to adjourn at 6:45 PM.

*Unanimous.*

Respectfully Submitted,

Christine Hayward, Admin. Asst

