

**TOWN OF WASHINGTON**  
**Board of Selectmen**  
**Minutes**  
**June 10, 2021**

**Meeting held via Video Conferencing.**

**Minutes are subject to the approval of the Board of Selectmen.**

**Present:** First Selectman James L. Brinton, Selectmen Jay Hubelbank and Dean Sarjeant.

**Public:** Dan Sherr, Michelle Gorra, Joan Lodsins, Leslie Anderson, Susan Smith, Susan Branson, Chris Charles.

**Press:** Linda Zukauskas-VOICES, Irene Rotondo-Republican American.

**Call to Order:** First Selectman Jim Brinton called the meeting to order at 5:30p.m.

**MOTION:** To add subsequent business not already on the Agenda. By Jim Brinton, seconded by Dean Sarjeant. Discussion: to appointment of Lisa Morrissey as Health Director; to extend an Invitation to Bid for sidewalks in New Preston. The motion passed unanimously.

**Approval of Minutes:**

- **Motion:** To approve the minutes of the May 27, 2021 meeting of the Board of Selectmen. By Jay Hubelbank, seconded by Dean Sarjeant and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

- **Motion:** To reappoint:  
    **Joseph Fredlund** to the **Buildings and Property Commission** until 7/1/24  
    **Robert Papsin** to the **Inland Wetlands Commission** until 6/30/24  
    **Cynthia Brissett** to the **Judea Cemetery Commission** until 6/30/26  
    **Dean Sarjeant** to the **Lake Waramaug Authority** until 6/3/24 by Jim Brinton, seconded by Jay Hubelbank and unanimously approved.
- **Motion:** To appoint New Milford Director of Health, Lisa Morrissey, as Director of Health for the Town of Washington. By Jim Brinton, seconded by Jay Hubelbank and unanimously approved.

**First Selectman's Report:** First Selectman Jim Brinton reported the following:

- **American Rescue Act:** The Town will be receiving approximately \$1,000,000. \$500,00 will be received this year (July 2021) and \$500,000 next year. All funds need to be disbursed by 2024 and 2026 respectively. Guidelines, details and ideas of how to spend the funds are being worked on. A Town Meeting will be scheduled to approve the expenditures.
- **COVID Vaccine Rate** has reached 70% in Washington with one case reported last week. The Board of Selectmen continues to urge all eligible residents to get vaccinated. By July 1<sup>st</sup>, everyone will have had the opportunity to get vaccinated. As numbers increase, the Town will most likely open up for in-person meetings or hybrid meetings (combination of in-person and zoom). The public can now enter the Town Hall – presently visitors are being asked to wear masks. Dean Sarjeant suggested using some funds from the American Rescue Act to encourage more to become vaccinated by offering incentives.

**OLD BUSINESS:**

- **Discussion of Commission Vacancies:** There are currently 13 vacancies on various Boards and Commissions: **CONSERVATION COMMISSION (Appointed by Board of Selectmen - 3 year terms)**

<u>Vacancy Term Expires</u>	<u>Description</u>
1/1/24	Full Commissioner

**HOUSING COMMISSION (Appointed by Board of Selectmen – 3 year terms)**

<u>Vacancy Term Expires</u>	<u>Description</u>
1/1/23	Full Commissioner
1/1/23	Full Commissioner
1/1/22	Alternate Commissioner
1/1/22	Alternate Commissioner
1/1/23	Alternate Commissioner

**INLAND WETLANDS COMMISSION (Appointed by Board of Selectmen – 3 year terms)**

<u>Vacancy Term Expires</u>	<u>Description</u>
6/30/22	Alternate Commissioner
6/30/23	Alternate Commissioner
6/30/24	Alternate Commissioner

**PLANNING COMMISSION (Appointed by Board of Selectmen – 5 year terms)**

<u>Vacancy Term Expires</u>	<u>Description</u>
12/31/22	Alternate Commissioner
12/31/23	Alternate Commissioner

**ZONING COMMISSION (Elected – 6 year terms; Board of Selectmen appoints to fill vacancies until the next Municipal Election)**

<u>Vacancy Term Expires</u>	<u>Description</u>
11/23	Alternate Commissioner

**ZONING BOARD OF APPEALS (Elected – 4 year terms; Board of Selectmen appoints to fill vacancies until the next Municipal Election)**

<u>Vacancy Term Expires</u>	<u>Description</u>
11/21	Alternate Commissioner

Two residents have expressed interest in serving on Housing and Planning and will be submitting letters of interest, etc. The Selectmen discussed various ways to get the word out and to solicit interest in serving.

- **Opening of Dump Truck Bids:** The following bids were received:

<b>Bidder:</b>	<b>Total Bid:</b>	<b>Estimated Delivery:</b>	<b>Trade ins:</b>
Freightliner of Hartford, Inc.	1) \$173,178.23	December 20, 2021	2006 International: \$14,500.00 2013 International: \$30,000.00
	2) \$169,328.09	July 2022	2006 International: \$14,500.00 2013 International: \$30,000.00
Gabrielli Truck Sales of CT	1) \$203,817.00	365 days	2006 International: \$7,000.00 2013 International: \$13,500.00

	2) 201,929.00	365 days	2006 International: \$7,000.00 2013 International: \$13,500.00
	3) 190,790.09	365 days	2006 International: \$7,000.00 2013 International: \$13,500.00
Western Star Connecticut	\$174,181.00	370 days	2006 International: \$14,500.00 2013 International: \$30,000.00

The bid results will be reviewed by the Highway Director and the Board of Selectmen.

- **Connecticut Green Bank – Solar Systems on Municipal Buildings:** Jay Hubelbank reported he has attended training and workshops through the Connecticut Green Bank regarding funds to do solar projects in communities. The Town has submitted a list of municipal buildings and electric bills associated with them. At present, buildings being considered for solar panels are the Town Hall, the Washington Depot Firehouse and the Washington Primary School. The first step would be for the Selectmen to sign a Letter of Intent with the CT Green Bank which is non-binding – it merely begins the process to conduct site assessments and design and run a procurement process for contractors to install systems. Various Land Use Commission permits and approval from the Town Hall Trustees would all need to be in place along with feedback from residents. **Motion:** To approve the Board of Selectmen's signing the Letter of Intent with the Connecticut Green Bank to begin assessing the possibility and approval to install solar panels on municipal buildings. By Jay Hubelbank, seconded by Jim Brinton and unanimously approved.
- **Transfer Station Fees:** Discussion tabled until the next meeting of the Board of Selectmen.

#### NEW BUSINESS:

- **Memorandum of Understanding Inter-Town Health Director Agreement:** **Motion:** To renew the Agreement between the Town of Washington and the Town of New Milford Health Department to provide public health services furnished by the New Milford Health Department and Director of Health on a part-time basis. This term for this Agreement is July 1, 2021 through June 20, 2023. By Jim Brinton, seconded by Dean Sarjeant and unanimously approved.
- **Resolution – Pollinator Pathway:** Jay Hubelbank explained this Resolution states the Town supports the concept of developing and maintaining Pollinator Pathways in town and encourages its residents to follow the recommendations in the resolution. **Motion:** To approve the following:

**WHEREAS,** pollinators are in decline due to destruction and fragmentation of habitat from development, a lack of native plants due to an increase of invasive species, inappropriate and excessive use of pesticides, and a lawn culture that promotes turf grass monoculture which offers no benefits to pollinators and other wildlife;

**WHEREAS,** pollinator species such as bees, birds, butterflies and other pollinating insects are vital to maintaining healthy and diverse ecosystems;

**WHEREAS**, native plants support pollinators and all wildlife in Washington and beyond by providing food and shelter; they also help prevent erosion, keep our waterways clean, restore soil health and improve the air we breathe;

**WHEREAS**, pollination is responsible for most of the food we eat;

**WHEREAS**, five native bee species are threatened, endangered or of special concern in Connecticut and a downward trend is seen in species diversity of bees, butterflies, birds, and many other animals;

**WHEREAS**, the Town of Washington is cognizant of the need for safe and healthy landscapes for its residents and habitat for important pollinators; and

**WHEREAS**, recent scientific research supports the benefits of restoring and reconnecting isolated patches of habitat;

**NOW, THEREFORE, BE IT RESOLVED, THE TOWN OF WASHINGTON, CONNECTICUT** does hereby recognize and support the tenets of the Pollinator Pathway Northeast which are to encourage all residents to:

Reduce lawn size, provide predominantly native and pollinator-supporting plants and assure a sequence of blooms from early spring through fall (see [www.pollinator-pathway.org](http://www.pollinator-pathway.org) for helpful lists);

Protect and enrich soil by using organic yard-care practices and avoiding application of synthetic fertilizers, pesticides (herbicides and insecticides) and treated mulch, and leave some areas of bare ground for ground-nesting bees;

Follow best practices for garden clean up: clean up in the spring, allow plant heads to remain through winter to provide food for wildlife, keep plant stalks standing and leave snags of dead wood for native bees to nest on flower beds through fall and winter to provide habitat, soil nourishment and protection for overwintering pollinators; and

Have a water feature, *e.g.*, bird bath, fountain or natural water source. By Jay Hubelbank, seconded by Jim Brinton and unanimously approved.

- **Resolution – Sustainable Purchasing Policy:** Jay Hubelbank explained this resolution requires the Town to make every effort to purchase sustainable products. The resolution gives the Town leeway to purchase the products that most meet its needs but requires that we attempt to find sustainable products whenever appropriate.

**Motion:** To approve the following:

WHEREAS, the Town of Washington is committed to promoting a sustainable future that meets the needs of the present without compromising the ability of future generations to meet their needs.

WHEREAS, the Town of Washington will seek to do business with vendors who consider the long-term impacts within their industry and are proactive in sustainable practices.

BE IT RESOLVED, by the Board of Selectmen of the Town of Washington to approve and implement the Sustainable Purchasing Policy

BE IT FURTHER RESOLVED, that the above resolution was approved by the Washington Board of Selectmen at their regularly scheduled meeting of June 10, 2021. By Jay Hubelbank, seconded by Dean Sarjeant and unanimously approved.

Jay further explained that these two Resolutions are part of the effort to have the Town of Washington certified as a Sustainable Town.

- **Awarding of the Bid for Titus Concept Plan: Motion:** To approve the bid for the Concept Plan for Titus Block Plaza for engineering services relative to the design of a conceptual plan of Titus

Plaza to Cardinal Engineering of Meriden and Litchfield, CT for \$25,000.00. By Jim Brinton, seconded by Jay Hubelbank and unanimously approved.

- **Letter from the Democratic Town Committee re: Affordable Dwellings/Community Center:** The DTC has submitted a letter to the Selectmen urging them to include affordable dwelling units in the plans to build a community/senior center on Town property on Titus Road. The Selectmen agreed they should so their due diligence and have a viability study done as this would be a substantial change to the plans.
- **Invitation to Bid for New Preston Sidewalks: Motion: To extend the following Invitation to Bid:** The Town of Washington, Connecticut is seeking sealed bids for furnishing all labor, tools, materials and equipment required for the Replacement of the New Preston Center Sidewalks. Bids will be received by the Town Hall, 2 Bryan Plaza, Washington Depot, Connecticut 06794 until 10:00 A.M., local time, on Thursday, July 15, 2021. The bids will be publicly opened and read at the Town Hall, 2 Bryan Plaza, Washington Depot, Connecticut 06794 (Town Hall, First Selectman's Office) at 10:00 A.M.

Plans and Specifications for the above project may be examined and/or obtained at Advanced Reprographics, 50 Corporate Avenue, Plainville, CT 06062, (860) 410-1020, as well as their website [www.advancedrepro.net](http://www.advancedrepro.net). Prospective bidders should access the "Planroom" on the website and go to the "Public Jobs" area, no log in information is necessary. Bidders are responsible for all printing costs and shipping costs, as applicable.

Form 818 Standard Specifications and Supplemental Specifications may be obtained via the Connecticut Department of Transportation's website: <http://www.ct.gov/dot/cwp/view.asp?a=3609&q=430362>. All Proposals must be on the form furnished by the Town of Washington and must be requested for the above-named project.

Each Bidder must deposit with his/her bid a certified check, or a bid bond, for not less than five percent (5%) of the bid as provided in the Information for Bidders.

The attention of the Bidders is called to the requirement for minimum wage rates to be paid under this Contract.

The right is reserved to reject any or all bids in whole or in part, to award any item, group of items, or total bid and to waive any informality or technical defects, if it is deemed to be in the best interest of the Town of Washington.

No Bidder may withdraw their bid within ninety (90) days after the actual date of the opening thereof.

**CONTRACTORS** that find discrepancies and/or errors in or between plans, specifications, quantities and other matters, must immediately notify Roy Seelye, PE, Cardinal Engineering Associates, Inc., 180 Research Parkway, Meriden, CT 06450 or at [rseelye@cardinal-engineering.com](mailto:rseelye@cardinal-engineering.com) in writing not less than ten days before the scheduled bid opening. By Jim Brinton, seconded by Jay Hubelbank and unanimously approved. Jim further explained to the public that this project has been in the works for several years and has involved the New Preston merchants, the State DOT and engineers and our Highway Department.

#### Visitors:

- **Leslie Anderson** commented that in regard to the DTC's letter, the type of affordable housing units (size, etc.) should be part of the discussions – what the property can handle. She also mentioned that the Housing Commission is working with the affordable housing plan.
- **Chris Charles suggested** that if adding a housing component to the community/center, any RFP should have a bidding period longer than 2 weeks. Chris also asked about the solar program

with the CT Green Bank that was discussed earlier in the meeting. Jay Hubelbank offered to provide him with information.

**Adjournment:**

- **Motion:** To adjourn the meeting at 6:29p.m. as there was no further business for discussion. By Jim Brinton, seconded by Jay Hubelbank and unanimously approved.

Respectfully submitted,  
Mary Anne Greene  
Selectmen's Assistant