

July 17, 2003

Present: First Selectman Elaine Luckey, Selectmen Nick Solley and Harry Wyant.

Guests: Don Etherington, Fire Marshall, Sheila Anson, Town Clerk, Rex Swain

Press: David Lambino, Litchfield County Times, Sara Sparks, Waterbury Republican.

Call to Order: First Selectman Luckey called the meeting to order at 4:30p.m.

Motion: First Selectman Luckey made a motion to add to the agenda if time allows, seconded by Nick Solley and unanimously approved.

Minutes: Motion: To accept as presented the minutes of the July 2, 2003 Board of Selectmen Meeting by Nick Solley, seconded by Elaine Luckey and unanimously approved.

Guests: Don Etherington, Fire Marshall: Mr. Etherington explained to the Selectmen he was there to present three areas of concern: a. **Proposal of a Housing Code:** Mr. Etherington explained that the present fire code does not include 1 and 2 family homes in the Town of Washington. This would apply mostly to rental properties. His concern is should he receive a complaint, for example, about a furnace or an electrical system, there is nothing he can do. Other towns apparently have a code that would allow him to intercede if a problem exists. Selectmen asked him to look into other towns with such a policy and present a "model" for their review. This would not need to be in the form of an ordinance but rather a "code" or "regulation". b. **Water Supply tanks:** Mr. Etherington proposed that the Town require a 10,000 - 20,000 gallon water tank on such buildings as schools, housing developments, senior housing, etc. This would be particularly necessary should a sprinkler system in a building or development fail. He proposes this become part of zoning or building department requirements. The Selectmen requested he present them with an example of such a policy. c. **Ordinance to empower the Fire Marshall to establish fire lanes:** Mr. Etherington explained this would again be very helpful in the event there was a fire and/or emergency in a school, large public building, etc. This would allow emergency access to the building. There is a state statute that gives the Fire Marshall the authority to establish such fire lanes but with the approval of the Town. The Selectmen asked him to give them information on the particular statute.

Sheila Anson, Town Clerk: Ms. Anson presented the Selectmen with a handout about copy machines. The workload of the Town Clerk has increased greatly and a large amount of time is spent making copies for people coming into the vault for information. The present copier is very often busy with town hall employees from both levels. She proposes getting another **copier for the vault** that possibly would allow those needing copies of land records, etc. to make their own. She has quotes for new copiers and also presented the idea of moving the downstairs copier up and getting a new one for downstairs offices. The Selectmen asked Ms. Anson to get specific prices for both ideas presented and come back to them and/or the Board of Finance. Ms. Anson made a second proposal **to close the Town Hall one afternoon a week to the public**. This would allow time to get more work done without the constant interruptions.

Rex Swain: Mr. Swain was present to ask the Board to ask the various commissions to submit their minutes to him for posting on the **website** in a more timely manner. Presently, several of the commissions submit them after they have been approved at the next meeting. This often results in information being posted that is out dated. Mrs. Luckey felt they should not make a decision for all the commissions however the Motion was made: To have the Board of Selectmen's minutes submitted to the website in the same time frame as required by the Town Clerk by Nick Solley, seconded by Harry Wyant and unanimously approved. The Board agreed to speak with the other commission chairmen as soon as possible or at the next Land Use Commission Chairmen's meeting. Mr. Swain expressed his willingness

to attend that meeting if it would be helpful.

Appointments/Resignations: The Board of Selectmen have received and accepted the resignation of Bruce Skoog from the Zoning Board of Appeals. Motion: To appoint Todd Catlin to fill this alternate spot for the remainder of the term, November 2005, by Elaine Luckey, seconded by Nick Solley and unanimously approved.

Communications: A letter has been received from Mr. and Mrs. Urban of **West Morris Road** concerning the condition of the road, i.e. drainage, narrow width, etc. Mr. Solley explained that informal surveys have been done over the years of residents on our unimproved roads which indicate people living on them do not wish to see them paved, etc. Some drainage work is planned for West Morris Road. Mrs. Luckey will respond to the Urbans via letter.

The Selectmen's office received a call from a Mr. Burrus regarding a flat tire he feels happened as a result of hitting a pothole on Whittelsey Road. The Town does have a "tire policy" which states the person should bring the tire in, and he/she will be reimbursed proportionally to the wear and cost of a new tire. Mr. Burrus has been informed of this policy.

New Business:

- **Town Hall Painting bid:** Motion: At the recommendation of the Building and Properties Committee, the painting of town hall will be awarded to LaPiere Painting Co. with the cost being \$17,900 by Nick Solley, seconded by Harry Wyant and unanimously approved.

- **Transfer Station Signs:** Perry Cable from the Highway Department is repairing two of the signs and a new sign will be ordered with the new fees posted.

- **Conveyance of Property:** There is a triangle shaped piece of land abutting the new Town Garage property owned by REALCO. Without this piece, the town would not be able to do the drainage and future development of the property that may be needed. The Town has proposed to "swap" a similar size piece of land with REALCO. A letter explaining this has been sent to the Planning Commission. If this is agreeable, the Selectmen will look into whether or not this needs to go to a Town meeting.

The meeting was temporarily adjourned at 5:30 to hold the Town Meeting. The Selectmen's meeting was again called to order at 5:40p.m.

- **Timber Harvesting Ordinance:** The current ordinance does not specify a "termination" date. Proposed change to the ordinance would specify the permit was good for one year with the ability to request a 6 month extension. Mrs. Luckey has asked Mike Ajello, IW Enforcement Officer, to work on this.

- **Handicapped Parking Spaces:** One of the two current spaces does not have easy access to the sidewalk. Selectmen and the police will look at the spaces again and have them repainted when the pavement painting is done (usually in the fall).

- **Parking Town Beach:** This will be looked into with possible signage that reads "No Overnight Parking" and/or "Beach parking only 10:00-5:00". Mrs. Luckey will consult with Trooper Sordi.

- **River Road Tree Cutting:** Mrs. Luckey has received a request to cut down some trees on a town right of way along the old railroad bed. She will look into with Roger Cannavaro.

- **Larry Wagner of Wagner Associates:** Mr. Wagner was welcomed by the Board. He will be the grant administrator for both the STEAP grant and the Small Cities Grant. Mr. Wagner explained with the

passage of the Resolution at today's Town Meeting, the STEAP grant contract can now be executed. Mrs. Luckey will get the appropriate forms, sign them and have Town Attorney David Miles sign where necessary, then submit them. Mr. Wagner explained that once the contract is executed, funding requests can be amended. In regard to the Small Cities Grant, Mr. Wagner explained that a "Community Needs Public Hearing" needs to be scheduled. The next funding date is July 1, 2004. He suggests the following time table: "Needs" Public Hearing then another Public Hearing that states which specific project the Town will be applying for-early fall (September); Pre-Application then submitted. If this is approved then the Town is invited to make a full application in March or April. Funding-July 1st. Mr. Wagner will advise as we go along.

Adjournment: Motion: To adjourn the meeting, as there is no further business, at 6:14p.m. by Elaine Luckey, seconded by Nick Solley and unanimously approved.

Respectfully submitted,

Mary Anne Greene
Selectmen's Secretary