**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**October 23, 2014**

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

**Present:** First Selectman Mark E. Lyon, Selectmen Richard O. Carey and Jay Hubelbank.

Public: Mary Adams, David Connolly, Sandra Canning, Steve Wadelton, Susan Markert, Nick Solley, Linda Kennedy-Gomez.

**Call to Order:** First Selectman Mark Lyon called the meeting to order at 5:35 p.m.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the October 9, 2014 meeting of the Board of Selectmen. By Mark Lyon, seconded by Dick Carey and unanimously approved.

**Communications:**

* **Northwest Hills Council of Governments** has notified its member Towns that COG has secured two grants: 1) Regional Economic Development Services ($249,000); 2) Cooperative Purchase of Mobile Material Screeners ($275,000) – the Town of Washington has applied to be the “host” Town for the screener.

**Appointments/Resignations:**

* **Resignation of Rexford H. Swain from the Board of Finance** – effective immediately. The Selectmen accepted his resignation with regret and expressed their gratitude for his many years of service, noting his expertise in several areas will be greatly missed. The Board of Finance can recommend their own candidate for appointment, moving an alternate to a full member, to the Board of Selectmen. This person would then be placed on the ballot in the next municipal election. Mark Lyon will also contact the Democratic Town Committee.
* **Resignation of Anthony P**. **Martino from the Inland Wetlands Commission –** effective November 1, 2014. The Selectmen accepted his resignation with regret and expressed their gratitude. Mark Lyon will contact the Republican Town Committee. Suggestions for a replacement are welcome.

**First Selectman’s Report:** Mark Lyon reported on the following:

* **Cell Tower:** The Tower has been erected and half the branches have been installed. At the present time, AT&T is the only carrier that has signed on. Homeland Towers has estimated service will be provided by the first of the year. Mark is cautiously optimistic.
* **Paving of Ives Road:** This will occur prior to the end of paving season.
* **Plaza Project:** Once the approval of the engineering company selected by the Committee is received from the State DOT, negotiations with the selected firm regarding pricing can begin.

**OLD BUSINESS:**

* **Opening of Requests of Qualifications for engineering services for the replacement of Romford Road Bridge:** The following RFQs have been received:

1. WMC Consulting Engineers, Newington, CT
2. Lenard Engineering, Glastonbury, CT
3. Dewberry, New Haven, CT
4. Tectonic Engineering, Rocky Hill, CT

A committee will be formed and interviews with all four companies will be conducted. Companies will be “scored” by the committee members and results submitted to the State. Once the company is selected and approved, negotiation of what they will charge will take place.

* **Town Hall Update: 1)** Work on the front steps, handicap ramp and two landings has been completed. **2)** Work on the new conference room (old stage area) is progressing well – sheet rocking has begun, conduits run. Estimated completion is scheduled for early January.
* **New Town Garage:** The floor has been poured. Paving will be done next week, followed by electrical and HVAC work. Estimated completion is still scheduled for Thanksgiving.
* **Pavilion Floor:** The new floor is complete – paving of the apron will be done before winter.

**NEW BUSINESS:**

* **Resolution of Support for STEAP signage Grant: Resolved:**

Whereas, the State of Connecticut, through the Office of Policy and Management, provides funding to community with the Small Town Economic Assistance Program (STEAP) which must be capital projects related to economic development and job creation; and

Whereas, a previous STEAP award provided funding for gateway and wayfinding signs to seven other northwestern Connecticut towns to promote tourism and demonstrate the unique character of each municipality; and

Whereas, several towns including the Town of Washington, have expressed interest in participating in another such application for eight additional towns,

Then it be resolved, that the Washington Board of Selectmen does hereby endorse and support the “Village Commercial Area Welcome & Wayfinding Signage” project for submission as a 2015 STEAP project. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Jay Hubelbank asked if the Town could have a say in the design of the signs – yes. A permit would need to be applied for with the DOT as the signs would be placed in the State’s right-of-way. The motion passed unanimously.

* **Personnel changes in Selectmen’s Office:** Both Kathy Gollow and Phyllis Allen will be retiring effective December 31, 2014. Several meetings have taken place with them, the First Selectman, the Chairman of the Board of Finance, the Town’s Auditor, Linda Kennedy-Gomez (who was hired in the spring as a consultant and QuickBooks trainer) and Town Treasurer Linda McGarr. Mark, with the approval of the Board of Finance, is suggesting that Linda Kennedy-Gomez and Linda McGarr “share” Kathy’s job – by splitting duties into Board of Finance and accounting categories, and treasurer and administrative categories. Linda McGarr would work 3 days a week, Linda Kennedy-Gomez 2. Their division of duties would provide for checks and balances. Town Attorney David Miles has been consulted and he sees no conflict of interest. Phyllis’s part time position will be advertised for. Jay Hubelbank raised several questions in regard to conflict, the office being covered by four part time positions, etc. Mark explained that Linda Kennedy-Gomez has also been working on job descriptions and some duties that are now performed by current employees may be shifted. Prior to the Board of Selectmen giving its final acceptance of this idea, it was decided to review the job descriptions and make certain the office would be covered in the best and most efficient way.

**Visitors:**

* **Sandra Canning and Calhoun Street residents:** Calhoun Street residents attended this evenings meeting to discuss their concern about speeding and increased traffic (particularly large trucks) on their road. Sandra Canning expressed the opinion of the group that what was historically an agricultural district has become a very busy residential district. The amount of traffic has increased dramatically, as has the speed at which it travels. Mark Lyon explained that following the repaving of a road, this unfortunately is a byproduct. Suggestions made by the residents included “No Thru Truck” signs, speed bumps, flashing speed signs, speaking with companies that have trucks using the road – asking them to use an alternate route or to decrease their speed. The Selectmen agreed to speak with the Police requesting more monitoring and enforcing of speed limit, to place the flashing speed sign at various times and to look into the possibility of speed “humps” as opposed to bumps. The neighbors agreed to speak with their neighbors who have work being done, asking them to speak with their contractors as well.
* **Steve Wadelton** notified the Selectmen that he had contacted Virtual Town Hall who has created the new website, regarding the possibility of getting minutes older than two years uploaded. It can be done but may be time consuming and costly. He will investigate further.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:41 p.m. as there was no further business for discussion. By Dick Carey, seconded by Mark Lyon and unanimously approved.

Respectfully submitted,

Mary Anne Greene

Selectmen’s Secretary