**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**December 3, 2015**

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

**Present:** First Selectman Mark E. Lyon, Selectmen David A. Werkhoven, Jay Hubelbank.

Public: Robin McHan, Leslie Anderson, Nick Solley, John Gueniat, Tony Bedini, Steve Wadelton, Louise VanTartwijk, Stephen Bartkus, Janice Burnham, Dick Burnham, Michael Bird.

**Call to Order:** First Selectman Mark Lyon called the meeting to order at 5:32p.m.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the November 19, 2015 meeting of the Board of Selectmen. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

**Communications:**

* **Email from Joe Mustich** expressing his thoughts that should the Harry O. Erikson Pavilion in New Preston be put up for sale, he would like it to be used by the Gunn Museum.

**Appointments/Resignations:** None.

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

* **The Lake Waramaug Authority,** has written a letter to Trooper Stephen Sordi regarding a request to land a seaplane on Lake Waramaug. The Authority expressed their disapproval on the grounds it is not in the best interest of the public, it would expose the public to possible danger and may contaminate the lake if it were to come from another water body. The Authority is also proposing an Ordinance that would prohibit aircraft landings on the Lake. This proposed Ordinance will be reviewed by the Town Attorneys for Kent, Warren and Washington. It will then be reviewed by the Boards of Selectmen and if approved by them, would go to a Town Meeting for final approval.
* **DOT Sale of Parcel** **at 154 New Milford Turnpike:** Prior to selling a parcel of State-owned land to an individual, it needs to be offered to the Town first. Mark Lyon has responded to the State that the Town has no interest in purchasing and therefore can be offered to the owner of 154 New Milford Tpk. By doing so, the property’s driveway would be on private property as opposed to State property.

**OLD BUSINESS:**

* **Technology Update – Jay Hubelbank:** Jay reviewed the proposal of TBNG presented at the last meeting of the Board of Selectmen. Since that meeting he, and John Gueniat, have met with Owen Black of TBNG and discussed IT security, data backup, networking of server, Nutmeg Network, email issues, licenses, upgrades, policies, upfront costs, annual fees, etc. Mark Lyon explained that funds have been budgeted in the General Fund but not enough to cover the $23,000 that would be needed to install what is recommended at this time. There are also funds in the Capital Fund that could be utilized as well as grant monies. **Motion:** To request, from the Board of Finance, additional funds for the Capital portion of the technology upgrade

at the Town Hall. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

**NEW BUSINESS:**

* **Board of Selectmen 2016 meeting dates: Motion:** To approve the following dates for 2016 meetings of the Board of Selectmen: January 14, 28; February 11, 15; March 10, 23 (Wednesday); April 7, 21; May 5, 19; June 2, 16, 30; July 14, 28; August 11, 25; September 8, 22; October 6, 20; November 3, 17; December 1, 15, 29. By Mark Lyon, seconded by Dave Werkhoven and unanimously approved.
* **Possible Sale of Pavilion Hall – New Preston:** Mark Lyon explained to those present that the Boy’s & Girl’s Club that used Pavilion Hall (a Town-owned building), has not been active for quite some time. He met with members of the Board of the Club to discuss future uses. Buildings and Properties Commission has toured the building and considered possible municipal uses. To bring the building up to current code standards, to become ADA compliant, and to renovate would be extremely expensive. The Selectmen and Buildings and Properties Commission began to contemplate the sale of the building. The Town has also been approached by interested individuals to purchase the building. There have been no negotiations and should it be determined to sell the building, it would need to be a “public offering”. Mark has also contacted Town Attorney, David Miles, to review the process of a sale, and could it be offered with conditions to preserve the exterior of the structure. Mark wrote a letter to the Planning Commission, a copy of which is attached to these minutes and filed with the Town Clerk, requesting it’s consideration of an 8-24 opinion letter. Several of those in attendance this evening expressed their thoughts on preserving the structure and possible uses that may be in keeping with the Village of New Preston. Louise VanTartwijk, Gunn Museum Director, reported on the Museum’s plan for a permanent history of Washington exhibit and the need for a place to store the Museum collection. There will be further ongoing discussion.
* **Assistance for Webmaster for website design:** Mark Lyon explained that requests are often made to place additional information on the Town’s website – both from private and public organizations. Webmaster, Steve Wadelton, suggested thatanyone wishing to place something on the website contact him directly. He also suggested that the Selectmen work with him to create a set of guidelines as to what they feel should or should not be added.
* **Possible change in Town’s Purchasing Ordinance:** Currently any goods or services costing more than $6000 requires the Town to extend an Invitation to Bid. The Buildings and Properties Commission has requested that this amount be increased to $25,000 to streamline the process of getting work accomplished. Tony Bedini, of the Buildings and Properties Commission, assured the Selectmen that “quotes” would still be required from contractors and suppliers for amounts less than $25,000 and also suggested this requirement be reduced from three to two. Discussion followed as to the necessity of going from $6,000 to $25,000. **Motion:** To amend Section 2 of the Purchasing Ordinance to change estimated costs from $6,000 to $20,000 and to amend Section 5 to clarify the requirements for purchases under $20,000. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Amendments to this Ordinance would need to be approved at a Town Meeting.

**Visitors:** None.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:23 p.m. as there was no further business for discussion. By Dave Werkhoven, seconded by Jay Hubelbank and unanimously approved.

Respectfully submitted,

Mary Anne Greene