**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**February 23, 2017**

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

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

Public: Diane Decker, Carrie Rowe, Rod Wyant.

**Call to Order:** First Selectman Mark Lyon called the meeting to order at 5:33 p.m.

**MOTION:** To add subsequent business under “Appointments/Resignations” not already on the Agenda. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the February 9, 2017 meeting of the Board of Selectmen. By Jay Hubelbank, seconded by Mark Lyon. Discussion: Under Communications, ”Edwin Matthews of Rivers Alliance” should read “Edwin Matthews of Shepaug River Association”. The motion passed unanimously with that correction.

**Communications:**

* **Region #12 Fund Balance distribution:** Regional School District #12 has sent a check to the Town of Washington in the amount of $76,958.81 which represents Washington’s distribution of the fund balance from the year ended June 30, 2016.

**Appointments/Resignations:**

* **Removal of Margaret Cheney from the Inland Wetlands Commission: Motion:** To remove Margaret Cheney from her alternate position on the Inland Wetlands Commission due to her lack of attendance over the past three years and her failure to answer communications regarding her plans or commitment to the Commission. By Mark Lyon, seconded by Dave Werkhoven. Discussion: This has been discussed previously by the Board of Selectmen and this action has been requested by the Chairman of the Commission who states there are others interested in serving. The motion passed unanimously.
* **Appointment of Joan Kaplan as a full member of the Zoning Board of Appeals and Dan Gunnip to fill her alternate position until the election in November 2017:** ZBA Chairman, Todd Catlin has notified the Selectmen that Vice Chairman, Polly Roberts, has decided to retire from the Commission after the April 2017 meeting. He has requested Joan Kaplan be appointed as a full member to fill this vacancy, and that Dan Gunnip be appointed to fill Joan’s alternate position. Following discussion, the Selectmen tabled these appointments until Polly submits her letter of resignation.

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

* **Notice of an application for a Zoning Special Permit** has been received by the Town as an abutting property owner, regarding Dr. Altorelli’s property at 125 New Milford Tpk. The application is for a reconfiguration of the driveway that will be off Christian Street, and the joining of the two buildings on the property. Mark Lyon, along with Highway Director, Kevin Smith, have reviewed the plans and feel no action is required by the Town as an abutting property owner.
* **Open Burning Official:** Gunnar Neilson has successfully completed the necessary test and paperwork and has been reappointed by the State as the Town’s Open Burning Official until 1/31/2021.
* **Siting Council approval:** The Siting Council has approved AT&T’s request to change antennae on the cell tower located on the Town’s property on Blackville Road.

**OLD BUSINESS:**

* **VOIP Phone System RFPs:** Two proposals have been received: Ed Advance - $14,575.00, Frontier - $29,932.67. Selectman Jay Hubelbank will meet with both companies to review. Frontier also submitted an RFP for Telephone Trunk Lines. This will be dependent on what is decided on for the phone system.
* **Nutmeg Network:** Jay Hubelbank reported this is up and running and should improve communications with the Town’s Fire and Police Departments in cases of emergency.

**NEW BUSINESS:**

* **Diane Decker, Washington Environmental Council, request to waive Use of Town Hall fees:** Diane and Carrie Rowe attended this evening’s meeting on behalf of the Environmental Council to request waiving of the Fee for use of the Town Hall for their “Future Now Expo” to be held on Saturday, June 24, 2017. **Motion:** To approve the request of the WEC to waive the $750.00 use fee for the Town Hall. The deposit of $1500.00 will be required as well as the Certificate of Insurance. The WEC will also be responsible for paying the custodial fee. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.
* **Setting of Agenda for a Special Town Meeting:** **Motion:** To schedule a Special Town Meeting for Thursday, April 6, 2017 at 7:30. The Agenda will be to nominate four candidates for the Board of Education. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Voting for the candidates will take place at the Region #12 Referendum on May 2, 2017. The motion passed unanimously.
* **Roxbury Town Hall Meeting:** Selectman Dave Werkhoven will be attending this meeting being held this evening in Roxbury. Representative Arthur O’Neil will be speaking. Dave will request his support for the AGSTEM program.

**Visitors:** None.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:00p.m. as there was no further business for discussion. By Dave Werkhoven, seconded by Jay Hubelbank and unanimously approved.

Respectfully submitted,

Mary Anne Greene

Selectmen’s Office