**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**May 7, 2015**

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

**Present:** First Selectman Mark E. Lyon, Selectman Jay Hubelbank.

Public: Leslie Anderson, Joan Lodsin, Nick Solley.

**Call to Order:** First Selectman Mark Lyon called the meeting to order at 5:30 p.m. noting Selectman Dick Carey, according to reports, was recovering well following his surgery.

**MOTION:** To add subsequent business not already on the Agenda. By Mark Lyon, seconded by Jay Hubelbank. Discussion: To add an appointment of an alternate to the Planning Commission. The motion passed unanimously.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the April 23, 2015 meeting of the Board of Selectmen. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

**Communications:**

* **Senator Kane & Representative O’Neil** have written to AT&T regarding the lack of action on their part to install their antenna on the Town’s cell tower. Mark Lyon has been copied on these correspondence – there has been no response from AT&T to date.
* **Petition:** The Selectmen have received a petition signed by 6 of 16 households on Dark Entry Road requesting the road be paved. Numerous reasons for their request are listed. Mark Lyon explained that no funds had been placed in the budget to cover the cost of this at the present time.

**Appointments/Resignations:**

* **Appointment of Erica Ryland to the Planning Commission:** Ms. Ryland has written expressing her interest in serving on the Planning Commission. She has attended meetings and the appointment is endorsed by Sarah Gager, Chairman. **Motion:** To appoint Erica Ryland as an alternate to the Planning Commission until 12/31/15. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

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

* **Virtual Town Hall** (Town’s new website) is working on uploading Board and Commission minutes from several years ago to the website.
* **Tree Donations:** In celebration of its 100th Anniversary, the Washington Garden Club has donated three flowering crab apple trees to the Town – they have been planted on the Town Hall property near the Charter Oak. In memory of Bill Bader, The Village Improvement Society has donated a horse chestnut tree that has been planted in the park on River Road.
* **Catch Basin Test Results** from Chestnut Lane are in. Mark will be meeting with Suzanne VonHolt, Health Department, to review them.

**OLD BUSINESS:**

* **Software Matters:** Jay Hubelbank has reported that Software Matters has completed the needs and skills assessment of Town Hall employees to determine what training needs there are and what will be involved in managing the network. More on this at a later date.

**NEW BUSINESS:**

* **To set the Agenda for the May 21, 2015 Annual Town Budget Meeting: Motion:** To set the Agenda for the May 21, 2015 Annual Town Budget Meeting at 7:30 p.m. at Bryan Memorial Town Hall as follows:
1. To consider and act upon the proposed General Fund Expenses and Transfers for the 2015-2016 fiscal year.
2. To consider and act upon the proposed Nonrecurring Capital Expenses for the 2015-2016 fiscal year.
3. To consider and act upon the Town of Washington’s acceptance of two parcels of land donated by Duncan and Rosa Woodruff. By Mark Lyon, seconded by Jay Hubelbank. Discussion: An A2 survey of the Woodruff property has been done showing the two parcels. The Planning Commission has approved the Town’s acceptance and Town Attorney, David Miles, will draw up the necessary paperwork. The motion passed unanimously.
* **To extend an Invitation to Bid for painting of the lobby area and 2nd floor office areas of Bryan Memorial Town Hall: Motion:** To extend an Invitation to Bid for the painting of the lobby area and 2nd floor office areas of the Town Hall. A scope of work is available from the Office of the First Selectman at 860-868-2259 or selectmen@washingtonct.org. Sealed bids are due in the Office of the First Selectman, Bryan Memorial Town Hall, 2 Bryan Plaza, P.O. Box 383, Washington Depot, CT 06794 by 4:30 p.m. on May 21st 2015. They will be opened at the Board of Selectmen meeting on May 21st 2015 at 5:30 p.m. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.
* **Thank you:** Jay Hubelbank requested these minutes thank the Buildings and Properties Commission for the great job it has done on “getting the Town Hall back in shape”.

**Adjournment:**

* **Motion:** To adjourn the meeting at 5:48p.m. as there was no further business for discussion. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

Respectfully submitted,

Mary Anne Greene

Selectmen’s Secretary