**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**June 29, 2017**

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

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

Public: Tom Osborne, Nick Solley, Valerie Anderson.

**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 June 15, 2017 meeting of the Board of Selectmen. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

**Communications:**

* **Letter from Registrars of Voters (Diane Chase and Liddy Adams)** thanking the Board of Selectmen for its support and funding their attending the State mandated Certified Registrar of Voters program. They successfully completed the classes and are certified. Administrative Assistant Jeff Hammond was also thanked for his participation in registering and taking care of the funding details.

**Appointments/Resignations:**

* **Motion:** To reappoint Nicholas Solley to the Buildings and Properties Commission until 7/1/20. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.
* **Motion:** To reappoint Charles LaMuniere and Tony Bedini as full members, and Jay Kassis as an alternate member of the Inland Wetlands Commission until 6/30/20. BY Mark Lyon, seconded by Jay Hubelbank and unanimously approved.
* **Motion:** To reappoint Pamela Osborne to the Judea Cemetery Commission until 6/30/22. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.
* **Motion:** To reappoint Sandy Papsin to the Lake Waramaug Authority until 6/30/20. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.
* **Motion:** To reappoint Fran Kielty to the Northwest CT Convention Visitors Bureau until 6/30/20. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Jay Hubelbank inquired about this position. Mark Lyon explained that it was organized quite a few years ago by the CT Department of Tourism. Jay suggested Fran be asked for a report of what they do. The motion passed unanimously.

**First Selectman’s Report:**

* **Bid for Bryan Plaza Improvements:** Mark Lyon reported that an addendum has been created for this Bid which required DOT approval. Due to the length of time it took to get that approval, the Bid deadline has been extended to July 24, 2017 with July 12, 2017 being the last day to submit questions.

**OLD BUSINESS:**

**Continued discussion of WEDC website bill:** Since the last meeting of the Board of Selectmen, Mark Lyon and Jay Hubelbank met with the Washington Economic Development Committee to discuss the bill submitted for its website and design. The Selectmen were under the impression that the $15,000 cost associated with this was the total amount. However, a “Phase 2” has been presented at a cost of an additional $21,500. Although extremely pleased with the work the WEDC has been doing and the results it has gotten, there are concerns about this bill and additional expenses going further. **Motion:** To table approval of this additional bill of $21,500 for website programming, content and social media until there can be further discussion with the WEDC. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

* **Technology Update:** Jay Hubelbank reported that implementation of the new phone system (cost of which was approved in the 2017-108 budget) has begun and should be installed mid-August. The new tax server (which was also approved) has been ordered and should be installed in August as well.
* **Transfer Station Operation and Curbside Recycling Pickup Contracts:** Jay asked if these have been completed for the next year. Mark explained they have not yet been completed.
* **Ed Advance Contract:** Jay has received a proposal for tech support for the next year with options of more hours, etc. **Motion:** To approve the contract with Ed Advance for the coming year for 60 hours of tech support at a cost of $85 per hour. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

**NEW BUSINESS:**

* **Rescheduling or cancelling of July 13, 2017 meeting of the Board of Selectmen:** A quorum will not be present for the July 13th meeting and at the present time, there is nothing requiring a vote of the Selectmen.  **Motion:** To cancel the July 13, 2017 meeting of the Board of Selectmen. By Jay Hubelbank, seconded by Mark Lyon. Discussion: Should something come to the attention of the Selectmen that requires their meeting, a special meeting will be scheduled. The motion passed unanimously.

**Visitors:**

* **Valerie Anderson** Attended this evening’s meeting to “say good-bye” as her 20 year service to the Board of Ed has ended and to thank the Selectmen for their support of her over this time. She will continue to serve on the Board of Ed’s Building Committee. Valerie discussed several issues she feels may be of concern – some of which have been for years, others new. The Selectmen thanked Valerie for her service and dedication to the position.

**EXECUTIVE SESSION:**

* **Motion:** To adjourn the meeting of the Board of Selectmen at 6:00p.m. to enter into Executive Session to discuss a personnel issue, noting that Tom Osborne has been invited to attend. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

The Selectmen re-entered their regular meeting at 6:35p.m.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:36p.m. as there was no further business for discussion. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

Respectfully submitted,

Mary Anne Greene

Selectmen’s Secretary