**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**July 2, 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.

Visitor: Jesse Steinmetz.

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

**MOTION:** To add subsequent business not already on the agenda. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Dealing with a Memorandum of Understanding NW Hills Public Works Equipment Cooperative. The motion passed unanimously.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the June 19, 2014 meeting of the Board of Selectmen. By Mark Lyon, seconded by Dick Carey and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

* **Appointment of Salvatore Sorce as a full member of the Zoning Commission: Motion:** To appoint Salvatore Sorce as a full member of the Zoning Commission (moving up from an alternate) until 11/2015 municipal elections. By Mark Lyon, seconded by Jay Hubelbank. Discussion: The Zoning Chairman and Commission have recommended this appointment. The motions passed unanimously.

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

* **Local Ham Radio Club** replaced their antenna on the Town’s emergency antenna on Fenn Hill Road this past week with the help of the WVFD. The Club is very active and has assisted the Town with communications in various emergencies and will continue to do so.
* **Connecticut Community Foundation Scholarships** have been awarded to five Washington college students: Gregory Alex, Jack Brotherton, Alana Crumrine, Colleen Koslosky and Sarah Swanson. Congratulations to them!
* **Shepaug Railroad Station-Roxbury:** Gary Steinman, Chairman of Roxbury’s Conservation Commission has contacted the Washington’s Conservation Commission (Chairman Susan Payne) and Board of Selectmen regarding their efforts to attempt to preserve the Railroad station in Roxbury Station. Their goal is to restore the buildings, perhaps setting up a museum and other productive purposes and to connect Steep Rock/Carter Preserve/Mine Hill Trails to the Orzech/River Road/Erbacher and golden Harvest preserve trials and the trail from Chase Park to Lake Lillinonah. The first step is to develop a proposal for a grant from the Connecticut Trust for Historic Preservation. Mr. Steinman is seeking letters of endorsement from the Roxbury Land Trust, Washington Conservation Commission and Steep Rock. **Motion:** To endorse and support the initiative of Roxbury’s Conservation Commission and Historic District Commission by providing a letter of endorsement for the portion of the project that would connect the trail system mentioned above. By Mark Lyon, seconded by Jay Hubelbank. Discussion: no financial support is being requested. The motion passed unanimously.

**OLD BUSINESS:**

* **Town Garage Update:** Pouring of the concrete has been completed and backfilling has started. It is hoped that the steel erection can begin next week. Change Orders have been approved for tying the rain gutters into the drainage system. Once the building is enclosed work will begin on the floor.
* **Main Hall Windows:** Another replacement installation was completed last week.
* **Salt Shed Roof:** An Invitation to Bid for this project will be done in the fall after work on the new garage is further ahead.
* **Painting of the exterior of Town Hall:** An Invitation to Bid for this project will be done in the fall after other work on the Town Hall is completed.
* **Lower Lever Windows:** Tony Bedini – Buildings and Properties Commission – is obtaining information for this project.
* **Town Hall Air Conditioning:** Bids are due next week.
* **Plaza Project:** Interview questions for the firms selected for their RFQs have been approved by the State and the interviews will be scheduled in the near future.
* **Cell Tower:** Homeland Towers has submitted their construction plans, however are waiting for the building plans from Litchfield County Dispatch.

**NEW BUSINESS:**

* **Extend an RFP for construction of a new conference room: Motion:** To extend a Request for Proposal for the construction of a new conference room in the stage area of the Main Hall of Bryan Memorial Town Hall due by 4:30 p.m. August 14, 2014. This area had been damaged in a propane explosion in August 2012. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.
* **Extend an Invitation to Bid for resurfacing of stairs, landings and handicap ramp: Motion:** To extend an Invitation to Bid for the resurfacing of stairs, two landings and the handicap ramp at Bryan Memorial Town Hall due by 4:30 p.m. July 31, 2014. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.
* **Resolution authorizing Mark E. Lyon to sign CT DOT Master Municipal Agreement:** **Motion:** To authorize First Selectman Mark Lyon to sign the new CT DOT Master Municipal Agreement for work that is performed in the State’s right-of-way. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.
* **Memorandum of Understanding – Northwest Hills Public Works Equipment Cooperative:** The Northwest Hills Planning Region has received grant funds from State Office of Policy & Management to establish a public works equipment cooperative for participating town in the Northwest Hills Council of Governments. **Motion:** To authorize First Selectman Mark Lyon to sign the Memorandum of Understanding for the Northwest Hills Public Works Equipment Cooperative. By Jay Hubelbank, seconded by Mark Lyon. Discussion: the Town of Washington has participated in this cooperative for several years and has found it to be very beneficial to the Town – the equipment available includes a catch basin cleaner, street sweeper, asphalt recycler, asphalt hot box and hay/straw blower. The motion passed unanimously.

**Visitors:**

* **Jesse Steinmetz – Poet Laureate:** Jesse attended this evening’s meeting as he is interested in being appointed Poet Laureate for the Town of Washington. Jesse is studying poetry in college with the goal of becoming a professor of poetry. As Poet Laureate he would like to do poetry readings, conduct creative writing workshops, open-mic events etc. (possibly at the Gunn Library/Museum) this summer. He will also be a “teaching artist” at this summer’s After School Arts Program camp. He would be doing all this to promote an interest in poetry. Apparently many cities have a Poet Laureate as does the State of Connecticut and the US. As far as he knows, no other Town or City in Connecticut has one. He would like to be appointed for one year and would hope there would be another person interested to follow in his footsteps. If no one comes forward, he would be willing to continue. **Motion:** To appoint Jesse Steinmetz as Poet Laureate for the Town of Washington from July 2, 2014 to July 30, 2015. By Jay Hubelbank, seconded by Mark Lyon. Discussion: The Selectmen asked that there be no “editorializing” through this position and asked Jesse to report back to them as to how he did. The motion passed unanimously.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:05 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