**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**July 27, 2017**

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

**Present:** First Selectman Mark E. Lyon, Selectman David Werkhoven

Public: Leslie Anderson, Liz Gugel.

**Call to Order:** First Selectman Mark Lyon called the meeting to order at 5:31p.m. noting that Selectman Jay Hubelbank was on vacation.

**Minutes:**

* **Motion:** To approve the minutes of the June 29, 2017meeting of the Board of Selectmen. By Mark Lyon, seconded by Dave Werkhoven and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

* **Resignation of John Boyer from the Board of Finance:** John Boyer submitted a letter of resignation to the Board of Finance on July 13, 2017 after serving the Board since 1989. The Board, which manages its own appointments, appointed Ted Bent as a full member (moving up from an alternate) for the term expiring 11/19 and Matthew Cain as an alternate for the term expiring 11/17. Both will be placed on the ballot for the municipal election in November 2017.

The Selectmen thanked Mr. Boyer for his log and faithful service to the Town.

* **Resignation of Land Use Secretary Donna Pennell:** Donna Pennell submitted a letter of resignation from this part-time position, effective 7/21/17, to take a full-time position elsewhere.

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

* **Sidewalk Kirby Road:** The new sidewalk installation on Kirby Road on the Green should be completed within the week.
* **Drainage on Kirby Road:** Drainage work is being done in preparation of paving Kirby Road.
* **Ferry Bridge Road:** Paving is complete.
* **Old North Road:** Aquarion Water Company has begun work on Old North Road.
* **Keatings/Tinker Hill Road:** The Keatings have been using the abandoned section of Tinker Hill Road as their driveway and have been maintaining it as well. They have requested an agreement be drawn up with the Town that formally gives them the right to maintain it. Mark Lyon explained that a formal discontinuance of this section of Tinker Hill had been presented at a Town Meeting in the 1990s and was not approved. The process requires a public hearing to which abutting property owners would be invited. It would then go to a Town Meeting for approval. Mark has spoken to Town Attorney David Miles regarding the request for the Agreement.
* **Plaza Project:** The bid opening has been rescheduled for August 7, 2017. Mark Lyon has been working with the DOT to accept an addendum that would give bidders the right to start construction this Fall if the feel they can substantially complete the project before winter. The DOT’s concern was that with a Fall start time, it could not be completed before winter. The addendum has been accepted by the DOT, interested bidders have been notified of the date change and completion requirement.

**OLD BUSINESS:**

* **Discussion of WEDC Website Design bill: Motion:** To approve payment of Sandor Max invoices for the commencement of website design and implementation and completion of its development in the amounts of $15,000 and $9,750. By Mark Lyon, seconded by Dave Werkhoven. Discussion: The funds have been appropriated and approved in the budget and the Selectmen have met with the Economic Development Committee to discuss the work being done and subsequent charges. The motion passed unanimously.
* **Opening of Transfer Station Evaluations:** The following proposals have been received for Engineering Services at the Transfer Station:

1. **WMC Consulting Engineers,** Newington, CT $3,500
2. **SCS Engineers,** Suffern, NY $12,000

The Selectmen will review the proposals and schedule interviews with both companies with the intent of selecting a firm by the next meeting of the Board of Selectmen.

**NEW BUSINESS:**

* **Town Inspection of Easements:** Mark Lyon explained that the Town has been the recipient of conservation easements – at times having to do with subdivisions, at others, residents wanting to protect their property. The Conservation Commission has requested that these easements be monitored yearly with site visits to determine if there are any encroachments or building occurring on them. **Motion: T**o add yearly site visit inspections of the Town’s conservation easements to the Land Use Enforcement Officers scope of work (job description). By Mark Lyon, seconded by Dave Werkhoven and unanimously approved.

**Visitors:**

* **Leslie Anderson** Inquired as to when work would begin on **Blackville Road** to replace the culvert at the intersection of Sabbaday Lane and Blackville. Mark Lyon said the last contact he had received from the DOT had the last two weeks of August as the time period with a 10-17 day closure of that section of the road. She also inquired about the paving of **Wykeham Road** following the work done by Aquarion, noting that a section of Wykeham near the intersection of Bell Hill was not done. Mark explained that there was still more work to be completed in that small section. Leslie asked about the new **signage** that has been placed at the various approaches to the Town of Washington – noting that the sign on Route 202 indicates you are entering Washington – not Marble Dale; yet there are two signs indicating you are approaching New Preston. She feels all of Washington’s villages should be acknowledged. Mark offered to bring her concerns to the Economic Development Committee.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:01 p.m. as there was no further business for discussion. By Dave Werkhoven, seconded by Mark Lyon and unanimously approved.

Respectfully submitted,

Mary Anne Greene

Selectmen’s Secretary