**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**October 18, 2018**

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

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

**Call to Order:** First Selectman Mark Lyon called the meeting to order at 5:32p.m.

**MOTION:** To add subsequent business not already on the agenda. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Resolution to apply for an Emergency Management Performance Grant. The motion passed unanimously.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the October 4, 2018 meeting of the Board of Selectmen. By Dave Werkhoven, seconded by Jay Hubelbank and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

* **Appointment of Valerie Friedman as Land Use Hearing Officer: Motion:** To approve Valerie Friedman as Land Use Hearing Officer until 12/31/21. By Mark Lyon, seconded by Jay Hubelbank. Discussion: The Town has been without a Hearing Officer for several years. Land Use Coordinator, Janet Hill, and Land Use Enforcement Officer, Richelle Hodza, have requested this vacancy by filled. Ms. Friedman has served as a Land Use Commissioner and is willing to serve. The motion passed unanimously. Several names have also been discussed as possibilities so that there would be more than one Officer.

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

* **The Grader** is back in service for work on the Town’s dirt roads.
* **State Department of Health** has once again designated Washington as a “Heart Safe Community” thanks to the efforts of the Washington Ambulance Association.

**OLD BUSINESS:**

* **WiFi in the Depot:** Jay Hubelbank reported that a sight line has been identified from the Town Hall to the cell tower behind the Highway Department on Blackville Road. Work will continue to provide WiFi service in the Depot for businesses and visitors.

**NEW BUSINESS:**

* **OPM Municipal Grant: Motion:** To accept the Office of Policy & Management Town Aid Road Grant in the amount of $158.00 to be used for Highway Department work performed within the Town. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.
* **Invitation to Bid for HVAC System at the Bee Brook Fire House; Motion:** To extend an Invitation to Bid to install a complete HVAC system in the WVFD Bee Brook Firehouse at 109 Bee Brook Road Washington Depot, CT. Existing oil fired boiler to be removed and new heating and air conditioning system to be installed per supplied scope of work and specifications available at Selectmen’s Office, Bryan Memorial Town Hall, 2 Bryan Plaza, Washington Depot, Ct. 06794; or at selectmen@washingtonct.org or 860-868-2259. Bids are due Nov. 8, 2018 by 3:30pm; and opened and recorded Nov. 8 at 4pm.The Board of Selectmen reserves the right to accept or reject all bids and to award the bid in the best interest of the Town of Washington. The Town of Washington is EOE. Dated at Washington, Connecticut this 18th day of October, 2018. By Jay Hubelbank, seconded by Dave Werkhoven and unanimously approved.
* **Emergency Management Performance Grant: Motion:** To pass the following Resolution: That the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and further resolved that Mark E. Lyon now holds the office of First Selectman of the Town of Washington is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved. Jay Hubelbank asked if Emergency Management Coordinator was using the “School Dude” software which allows school and Town personnel to communicate with each other in the event of an incident, as well as the community at large. Mark Lyon will inquire as to its use.

**Adjournment:**

* **Motion:** To adjourn the meeting at 5:44p.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 Secretary