**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**November 29, 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 5:30p.m.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the November 15, 2018 meeting of the Board of Selectmen. By Jay Hubelbank, seconded by Dave Werkhoven and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

* **Resignation of Diane Chase as Republican Registrar of Voters:** Diane has submitted notice of resignation effective January 2019. She has recommended Lois Pinney to fill her position until the next election. Mark Lyon will speak with the Republican Town Committee.
* **Resignation (retiring) of Janet Hill as Land Use Coordinator.** Janet has submitted notice of her intention of retiring effective March 15, 2019. The Selectmen, because of Janet’s longevity and the excellence in which she performs her duties, discussed the need to begin the process of filling her position as soon as possible. There was also discussion as to who should be involved in the interviewing process.

**Motion:** To accept with regret and gratitude both of these intended resignations. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

* **Resignation of Richelle Hodza as Land Use Enforcement Officer:** Mark Lyon reported that Richelle has also mentioned her desire to resign and has offered to stay on until a replacement is found. Mark reported that he has contacted the gentleman who also interviewed for that position and have scheduled an appointment to meet with him next week.

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

* **The sand/salt shed** at the Highway Garage is full.
* **Electrical Supply Contract with CCM** will be expiring in December. A new vendor has been recommended by CCM and the pricing seems to be comparable to the present contract.

**OLD BUSINESS:**

* **Sustainability Committee:** Jay Hubelbank reported that the Town has accomplished numerous objectives of sustainability. Under the leadership of Sarah Gager, the Committee, along with the Environmental Council and Business Association, the establishment of an ordinance that would eliminate the use single-use check out plastic bags. Most businesses seem to be in favor of creating such an ordinance. Jay will present the Selectmen with a draft when it is completed.
* **WiFi in the Depot:** Jay Hubelbank reported that this project is still moving forward. He will speak with other Towns that have WiFi available to visitors and businesses and determine how they charge, etc.
* **Monthly Reports:** Jay Hubelbank requested that monthly reports be submitted by the Fire Marshall, Resident Trooper and Emergency Management.

**NEW BUSINESS:**

* **Resolution – Department of Emergency Services: Motion:** RESOLVED, 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, as First Selectman of Board of Selectmen, 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, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Resolution needs to be done annually in order for the Town to receive funding through the Department of Emergency Services/Emergency Management and Homeland Security. The motion passed unanimously.

**Visitors:** None

**EXECUTIVE SESSION: Motion:** To enter into Executive Session at 5:50p.m. to discuss a personnel issue. By Mark Lyon, seconded by Dave Werkhoven and unanimously approved.

The Selectmen re-entered the Regular Meeting of the Board of Selectmen at 6:08p.m.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:09 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