**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**April 4, 2019**

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

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

Public: Tony Bedini, Susan Branson, Carrie Rowe, Chris Charles.

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

**MOTION:** To add subsequent business not already on the Agenda. By Mark Lyon, seconded by Jay Hubelbank. Discussion: Election of Board/Commission Chairmen. The motion passed unanimously.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the March 22, 2019 meeting of the Board of Selectmen. By Dave Werkhoven, seconded by Mark Lyon and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

* **Resignation of Tammy Rill as an alternate on the Planning Commission.** Tammy has submitted her resignation, effective immediately, as an alternate on the Planning Commission as she has accepted the position as Land Use Clerk for Zoning, Planning and Inland Wetlands Commissions.
* **Resignation of Joan DeLuca as Land Use Clerk for Conservation and Historic District Commissions and Health Department:** Joan has submitted her resignation, effective April 17, 2019, citing personal reasons and to pursue full time employment.
* **Appointment of Susan Branson as an alternate on Inland Wetlands Commission: Motion:** To appoint Susan Branson as an alternate on the Inland Wetlands Commission until 6/30/21. By Jay Hubelbank, seconded by Mark Lyon. Discussion: Susan has expressed interest, has attended several meetings, and has met with Chairman Steven Wadelton and Vice-Chairman Bob Papsin to discuss her appointment. The motion passed unanimously.

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

* **Board of Selectmen** will be presenting the proposed 2019-2020 budget to the Board of Finance on Monday, April 8, 2019.
* **Town roads,** particularly dirt roads, are in grading, patching, etc. following a winter with several freeze/thaw cycles.

**OLD BUSINESS:**

* **Commission Chairmen:** Jay Hubelbank has inquired how each of the Boards and Commissions elects its Chairmen and length of “term”. Several Commissions elect at their first meeting in January for a one-year term – although most chairmen serve indefinitely. Commissions whose members are elected, elect their chairmen at the first meeting after the election. Jay was inquiring if this should become more standardized. As some terms expire June 30th, and others December 31st, it was determined that more thought and discussion would need to be done. At the very least, Commissions should be reminded to elect their chairmen annually.

**NEW BUSINESS:**

* **Scheduling of a Special Town Meeting: Motion:** To schedule a Special Town Meetingfor Wednesday, April 17, 2019 at 7:30p.m. to: 1) approve an Ordinance prohibiting the use of plastic checkout bags by businesses in the Town of Washington; and 2) approve the use of LoCIP funds for the installation of an HVAC system at the Bee Brook Firehouse. By Jay Hubelbank, seconded by Mark Lyon and unanimously approved.

**Visitors:**

* **Chris Charles** inquired if an Invitation to Bid needed to be done for the installation of the HVAC system at the Firehouse. Mark Lyon explained that there had been a bidding process and the bid has been awarded. However, funding for the project was not available at the time. Chris recommended that the project be looked at comprehensively - including the amount of insulation in the building.
* **Susan Branson** inquired about LoCIP funding and if the funds needed to be used within a specified time period. Mark Lyon explained the funds come from the State, there is no time limit, and must be used for a State approved capital expense.

**Adjournment:**

* **Motion:** To adjourn the meeting at 6:10p.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 Assistant