**TOWN OF WASHINGTON**

**Board of Selectmen**

**Minutes**

**July 12, 2018**

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

**Present:** Selectmen Dave Werkhoven and Jay Hubelbank.

Public: Fire Marshall Tom Osborne, Tony Bedini, Chris Charles.

**Call to Order:** Selectman Jay Hubelbank called the meeting to order at 5:30p.m.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the June 28, 2018 meeting of the Board of Selectmen. By Jay Hubelbank, seconded by Dave Werkhoven and unanimously approved.

**Communications:** None.

**Appointments/Resignations:**

* **Resignation of Erica Ryland as an alternate on the Planning Commission:** Planning Commission Chairman Wayne Hileman has notified the Selectmen of Ms. Ryland’s resignations. **Motion:** To accept the resignation of Erica Ryland as an alternate on the Planning Commission with thanks for her service. By Jay Hubelbank, seconded by Dave Werkhoven and unanimously approved.

**First Selectman’s Report:** As First Selectman Mark Lyon is away, no report.

**OLD BUSINESS:**

* **Resolution – Sustainable CT Municipal Certification Program: Motion:** To adopt the Resolution Supporting Participation in the Sustainable CT Municipal Certification Program. By Jay Hubelbank, seconded by Dave Werkhoven. Jay Hubelbank explained this is a state-wide program for which he has volunteered to serve as the contact person for the Town of Washington. This has been discussed with the Selectmen at a previous meeting and is in line with the Town’s Plan of Conservation and Development. The Planning Commission’s Sustainability sub-committee is being reactivated. Perspective members of the sub-committee (to be appointed at a later date) are Sara Gager – Planning Commission, Susan Payne – Conservation Commission, and Monique Gil-Rogers – Washington Environmental Council. The motion passed unanimously. A copy of the complete Resolution follows:

**Town of Washington, CT.**

**Resolution Supporting Participation in the Sustainable CT Municipal Certification Program**

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: *Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment.*

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations, become more efficient, reduce operating costs, and provide grants and additional support to municipalities.

WHEREAS, Washington, CT. embraces an ongoing process of working toward greater sustainability, selecting which actions it chooses to pursue from the voluntary menu of actions provided by the Sustainable CT.

BE IT RESOLVED: The Town of Washington, CT. authorize Selectperson Mr. Jay Hubelbank to serve as the contact person for the Sustainable CT Municipal Certification process and authorize him to complete Municipal Registration on behalf of the Town of Washington, CT.

BE IT RESOLVED: The Town of Washington, CT. will focus attention and effort within the Town on matters of sustainability, and in order to promote Washington local initiatives and actions towards Sustainable CT Municipal Certification, establishes an advisory Sustainability Team as a sub-committee of the Planning Commission. The team will consist of a minimum of 5 and no more than 9 individuals of a cross-section of representation from municipal, business and community sectors to serve 2 year appointments, to be made by the Board of Selectpersons.

BE IT RESOLVED: That the first meeting of the Sustainability Team must be held within 90 days of the passing of this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than quarterly per calendar year.

BE IT RESOLVED: That the Sustainability Team shall report annually to the Board of Selectpersons on the progress of its activities toward Sustainability CT certification, with reports and presentations made publicly availability.

FURTHER: The Sustainability Team develop and put a program in place to achieve long-term sustainability by taking the following actions:

\*Involve the residents of Washington in this effort with support from the Town and Sustainable CT. in this program.

\*Respect the limitations and capacity of the natural environment as everything we need for the health and well-being, either directly or indirectly, for current and future residents. Nourish the health of the natural environment through the programs the Town and community organizations put in place to achieve sustainability.

\*Work to establish an environment for Washington that permits it to be a thriving, resilient, collaborative and forward looking town. Over time, this will permit us to build our community and local economy.

* **Fire Watch Policy/Procedure:** Fire Marshall Tom Osborne presented the proposed Fire Watch Policy to the Board of Selectmen at their last meeting. Following discussion and recommendations, Tom has fine-tuned the document. **Motion:** To adopt the Fire Watch Policy as amended by Jay Hubelbank, seconded by Dave Werkhoven and unanimously approved. A copy of the full Policy follows:

**Fire Watch Policy**

The Fire Marshal shall Institute a fire watch for the following:

1 Any building required to maintain a working fire alarm or fire detection system

 that is out of service or in trouble for more than 4 hours in a 24-hour period.

2 Any building required to maintain a working fire sprinkler system that is out of service or in trouble for more than 10 hours in a 24-hour period.

3 Events where there will be 250 people or more in attendance.

 Exception:

 (a) An assembly with working fire sprinkler system and approval of the Fire Marshal.

 (b) Tents without side curtains and with approval of the Fire Marshal.

4 Fire Works exhibits.

5 Where the Fire Marshal deems an undue risk to the public that requires a fire watch.

6 Or as otherwise required by Connecticut State Law.

Fire watch shall consist of a number of trained fire fighters, or members of the fire marshal’s office, to be determined by the fire marshal. People on fire watch shall be in uniform so as to be readily recognized by the public, and shall carry 2 way radios to communicate with fire department dispatch. They shall have no other duties other than fire watch.

The main function of fire watch is to patrol the unprotected area, and alert occupants if there is a fire, and to help them to safety. If the fire marshal determines a need for fire control, the fire marshal and fire chief shall determine the need and type of fire extinguishing capability to be supplied.

Procedure for Fire Watch:

* The Fire Marshal will make a determination when notified of the event if a fire watch is required.
* Cancellation of Fire Watch personnel less than 72 hours prior to the scheduled event will still be billed. The firefighters hired for the event prior to the cancellation will be compensated.
* There will be a 3-hour minimum. Time after 3 hours is calculated to the nearest 30 minutes.
* The fire fighters hourly rate shall be:
* Fire Fighter: $27.50 per hr.
* Fire Officer: $37.50 per hr.
* Fire Marshal / Deputy shall be paid time and a half of their current salary.
* Compensation for events that require fire apparatus will be $100.00 per hour per apparatus.

The promoter/ organizer, or other authorized person, shall sign the receipt presented by the Fire Watch personnel, confirming the time worked at the completion of their assigned duty.

Payment for the services will be billed to the promoter/ organizer by the Town of Washington and is payable upon receipt to the Town of Washington. The Town of Washington is responsible for paying Washington Fire Department members.

A 5% administrative fee is added to the bill for services.

**Members of the public are not allowed to enter the facility prior to the arrival of Fire Watch personnel.**

Fire Watch will not be charged to the Town of Washington for Town sponsored events, unless approved by the Board of Selectmen.

* **Transfer Station:** Dave Werkhoven, Jay Hubelbank and Steve McDonnell from WMC met with Harry Wyant, Liz Gugel, Jerry Crandall and Leslie Anderson at the Transfer Station to discuss possible upgrades and changes and general maintenance of the Station. Compactors may be installed that will require an upgrade in the electrical system.
* **WiFi in the Depot:** Jay Hubelbank has contacted Insite Wireless Group to discuss the possibility of adding antennas on the cell tower in the Depot to provide WiFi service. More information will follow.

**Visitors:**

* **Chris Charles** inquired about the Sustainability Program. He was given a copy of the Resolution adopted earlier in the meeting.

**Adjournment:**

* **Motion:** To adjourn the meeting at 5:51p.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