

# October 27, 2011

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

**Present:** First Selectman Mark E. Lyon, Selectmen Nicholas N. Solley and James L. Brinton (6:15p.m.)

**Press:** Ann Compton-VOICES.

**Public:** John Meeker, Valerie Friedman, Harry Wyant, Sparky Lowe, Sheila Anson.

**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 – re: Beach House tenant/caretaker selection procedure brought to the Selectmen by the Parks and Recreation Commission.

By Mark Lyon, seconded by Nick Solley and unanimously approved.

## **Minutes:**

Motion:

To approved the minutes of the August 13, 2011 Special Meeting and the August 13, 2011 Regular Meeting of the Board of Selectmen.

By Mark Lyon, seconded by Nick Solley and unanimously approved.

**Communications:** None.

**Appointments/Resignations:** None.

## **First Selectman's Report:**

Mark Lyon reported the following:

\* US Postal Service Region #4 hired a contractor to work on the handicap ramp that accesses the Depot Post Office, handicapped parking spaces and markings. However, the painting did not line up with the ramp. The contractor has requested the town change the sidewalk and/or curbing to match up with the markings. The Town has offered to put a higher post marking the designated parking space(s) and will continue to work with the Postal Service and contractors. Depot Post Office personnel were not aware of the work being performed.

\* BRRFOC & Tunxis Executive Committees (of which Mark is a member) are working on the next Interlocal agreement with will take effect in June 2014.

\* CT DEEP Department of Forestry has awarded a \$5350 grant for tree plantings at the end of Bryan Plaza. Thank you to the "Tree Committee" – Tree Warden Tom Osborne, Sarah Gager, Denise Arturi, Bob Papsin – for their efforts in securing this grant.

**OLD BUSINESS:** \* Invitation to Bid for culvert replacement on Tompkins Hill Road: The following bids were received:

- |                                      |             |
|--------------------------------------|-------------|
| 1) Wyant & Company, Washington, CT   | \$57,865.00 |
| 2) Stone Construction, Southbury, CT | \$55,899.00 |
| 3) Towne & Aurell, Bantam, CT        | \$52,478.00 |

4) Clover Construction, Bristol, CT	\$55,560.00
5) TMC Excavating, Washington, CT	\$52,145.00
6) Earth Artists, Roxbury, CT	\$49,310.00
(less \$250-one flared end; \$500-no flared ends)	
7)FSM Services, New Milford, CT	\$47,550.00

Bids will be reviewed and awarded at a Special Meeting of the Board of Selectmen on Tuesday, November 1, 2011 at 8:00 a.m.

**\* DCS Energy – Installation of Solar Panels:**

A letter has been received from DCS Energy informing the Town that the DCS Energy Town & Not-For-Profit Program has been cancelled. This is due to DCS ending their agreement with their funding partner because of a complaint filed with the South Carolina Public Service Commission by South Carolina Electric & Gas. DCS will continue to try to find a funding partner and, if successful, will contact the Town to determine it's interest in receiving solar PV systems as planned. A copy of this letter is attached to these minutes filed with the Town Clerk.

**NEW BUSINESS:**

**\* Invitation to Bid for material storage area at Town Highway Garage:**

Motion:

To extend an invitation to bid to clear and grub approximately ½ acre at the Town Highway Garage property at 10 Blackville Road, Washington Depot, CT, in preparation for the construction of a material storage area. Information is available from the Office of the First Selectman at 860-868-2259 or [selectmen@washingtonct.org](mailto:selectmen@washingtonct.org). Sealed bids are due in the Office of the First Selectman, Bryan Memorial Town Hall, 2 Bryan Plaza, P.O. Box 383, Washington Depot, CT 06794 by 4:30 p.m. on November 9, 2011. They will be opened at the Board of Selectmen's meeting at 5:30 p.m. on November 9, 2011.

By Mark Lyon, seconded by Nick Solley.

Discussion: Capital Funds are allocated and approved – this would be the first step in the project. The motion passed unanimously.

**\* DOT Bridge Grant – Walker Brook Road Bridge:**

The Town has been notified that the Federal Bridge Grant it applied for has been approved. A letter of commitment of up to \$757,650 has been sent. Because it is a Federal project, there are certain stipulations that need to be followed. i.e. formation of a committee to review qualifications from engineering firms. Presently this committee will be made up of Mark Lyon, Nick Solley, Kevin Smith, Dan Stanton (New Milford Civil Engineer) and one other. Mark has met with DOT Engineer, Joe Scalise, Robert Cosker and Rich Fontaine of Close, Jensen & Miller (Engineering Firm) to review the process. An Invitation to Bid for Engineering services will be put out and the Board of Selectmen is hopeful to have a firm selected by December. Construction may begin Fall 2012 but may be 2013.

**\* Solicit RFQ from Consulting Engineering Firms for design of State Bridge #06103 on Walker Brook Road:**

Motion:

The Town of Washington Requests Qualifications for a Consulting Engineering firm to provide engineering services for the preparation of construction contract plans and documents for the rehabilitation/Replacement of Bridge #06103 Walker Brook Road #3 over Walker Brook, Washington, CT. The Consulting Engineer may also be required to provide survey, prepare environmental documents and perform construction inspection. The constructions cost is expected to be in the range of \$550,000 to

\$750,000. Information is available from the Office of the First Selectman at 860-868-2259 or [selectmen@washingtonct.org](mailto:selectmen@washingtonct.org).

Letters of interest are due in the Office of the First Selectman, Bryan Memorial Town Hall, 2 Bryan Plaza, P.O. Box 383, Washington Depot, CT 06794 by 4:30 p.m. on November 22, 2011. They will be opened at the Board of Selectmen's meeting at 5:30 p.m. on November 22, 2011.

By Mark Lyon, seconded by Nick Solley and unanimously approved.

**\* Possible Grant Re: Bryan Plaza:**

NWCOG has notified member Towns of DOT Enhancement Funds in the amount of \$800,000 available to be used for village center enhancements such as streetscapes, paving, drainage, curbs, etc. Mark suggested the Town of Washington apply for revitalization of Bryan Plaza as a possible project to consider. He will attend November's Planning Commission meeting to determine their thoughts. If they think applying is +worthwhile, Mark will go to COG with a proposal for Washington. COG member Towns will determine which projects are approved. "Regional projects" may be given more priority.

**\* Beach House Tenant/Caretaker Search Procedure:**

At the October 17, 2011 meeting of the Parks and Recreation Commission, the following motion was made:

The procedure for advertising/applying/approving a new caretaker/tenant for the Town Beach House will be to advertise in VOICES and the Spectrum; form a subcommittee consisting of three members of the Parks and Recreation Commission (Joe Fredlund, Ray Reich and Whitney Ryan), one member of the Buildings and Properties Commission (Nick Solley) and one Selectman (to be determined). Applications will be submitted to the Selectmen's Office and will be reviewed by the subcommittee, determine who will be interviewed, conduct interviews and recommend selection to the Board of Selectmen for final approval.

By C.J. Kersten, seconded by Ray Reich and unanimously approved.

To submit this procedure to the Board of Selectmen for their approval.

By C.J. Kersten, seconded by Ray Reich and unanimously approved.

**Motion:**

To endorse the procedure voted on and approved by the Parks and Recreation Commission.

By Mark Lyon, seconded by Nick Solley and unanimously approved.

Further discussion occurred regarding the rental amount and respective duties. Currently the thought is to increase the rent from \$500 to \$650 a month with a list of duties that would need to be performed by the tenant(s). Nick Solley has spoken again with a realtor who feels \$900-\$1200 a reasonable fair value monthly rental amount for the property with no care taking duties. John Meeker voiced his opinion that given the Beach House is new, the cost to build, it's being lakefront, etc., the rent amount should be higher. There has also been discussion of hiring an outside landscaping/gardening service to do the gardening/pruning/weeding etc. The increase in the rent will help to offset the cost of this. The difference will need to be budgeted for in the Town's General Fund. John and Valerie Friedman also suggested giving some of the "duties" such as raking the beach, cleaning of the bathrooms, etc. to the lifeguards and/or increasing the rent to a level that would cover the total amount the landscaper/gardener would charge for the jobs mentioned above. The Selectmen explained that the "sweat equity lease" has been discussed over the years and it has been the consensus to continue this practice. Jim Brinton suggested that due to the fact that Parks and Rec Commissioners and the Selectmen are comfortable with the procedure, rental amount, etc. and that the lease is for only one year, this could all be re-evaluated at the end of the period. Motion: To set the monthly rent for the Beach House at \$650 a month with an \$800 security deposit. By Nick Solley, seconded by Mark Lyon and unanimously approved.

**Visitors:**

\* John Meeker asked if the security deposit would be returned to the tenants who have left the Beach House. Nick Solley explained that they would be charged for the propane delivery to fill the tank. John asked about their being held responsible for “breaking the lease” despite their giving 30 days notice. He suggested not returning the security deposit. Mark Lyon excused himself from the meeting and Nick Solley and Jim Brinton felt that the tenants had given notice, they left the house in very good condition and all other conditions of the lease had been met. The security will be returned less the propane charge.

**Adjournment:**

Motion:

To adjourn the meeting as 6:50 p.m. as there was no further business for discussion.

By Nick Solley, seconded by Jim Brinton and unanimously approved.

Respectfully submitted,

Mary Anne Greene

Selectmen’s Secretary