

**TOWN OF WASHINGTON**  
**Board of Selectmen**  
**Minutes**  
**October 3, 2019**

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

**Present:** First Selectman Mark E. Lyon, Selectmen David Werkhoven, Jay Hubelbank.  
**Public:** Michelle Gorra, Tom Hollinger, Bill Fairbairn, Chris Charles.

**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 September 19, 2019 meeting of the Board of Selectmen. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

**Communications:**

- **Thank you letter from Susan B. Anthony Project** for the Town's continuing support of a \$2,000 donation.

**Appointments/Resignations:**

- **Appointment of Mildred Johnson as Assistant Town Clerk: Motion:** To approve the appointment of Mildred Johnson as Assistant Town Clerk and Assistant Registrar of Vital Statistics for the term October 1, 2019 – January 3, 2022 by Town Clerk Sheila Anson. By Mark Lyon, seconded by Dave Werkhoven and unanimously approved.

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

- **A Notice from Connecticut Siting Council** has been received notifying the Town that Eversource will be replacing 33 transmission towers in New Milford, Roxbury, Washington and Woodbury.
- **The Town Hall lawn is coming in well.**
- **Paving of Revere Road** Will be done in the near future. This will be the end of this year's paving projects.

**OLD BUSINESS:**

- **WiFi in the Depot:** Jay Hubelbank reported that he has learned from Region 12's Business Manager that the Town's tapping into the schools WiFi line will not affect their "E Rate" which gives the Town the OK to move ahead.
- **Job Descriptions:** Jay Hubelbank reported that there are only 3 job descriptions needing to be submitted by Town employees. He is currently in the process of reviewing those received and will then ask for the Board of Selectmen's approval prior to working with EdAdvance to have them put into the same format and language.
- **Transfer Station Compactor:** The pad is installed and the electrical upgrade has been completed. Hopefully the compactor will be installed in the near future.

**NEW BUSINESS:**

- **Department of Emergency Services Resolution: 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: This resolution is required annually, allowing the First Selectman to sign paperwork.  
The motion passed unanimously.

- **Delay of Demolition Ordinance:** Historic District Commissioners Tom Hollinger and Bill Fairbairn attended this evening's meeting to present a draft of A Delay of Demolition Ordinance. The purpose of the Ordinance is to authorize the Town of Washington (as allowed by State Statute) to impose a waiting period of not more than 180 days before granting a demolition permit for certain structures of architectural, historical or cultural importance. Bill Fairbairn explained that he has reviewed various ordinances that 55 towns in Connecticut have. The draft presented this evening would apply to structures that are more than 500 square feet in size and at least 75 years old. A review committee would review the application for a permit to demolish and explore alternatives if appropriate. A study was conducted in Washington several years ago that identified 150-200 homes in Town with historical or architectural value. The subject of adopting such an Ordinance (which would need to be done at a Town Meeting) will be explored further with the Selectmen and the public.

**Visitors:**

- **Chris Charles** inquired about the Job Description project and inquiring if someone with Land Use experience will be reviewing those submitted from the Land Use office. He suggested that a letter written by Marty Connor, a past employee of the Town with vast experience in this area, be reviewed or be contacted.

**Adjournment:**

- **Motion:** To adjourn the meeting at 6:10p.m. as there was no further business for discussion. By Dave Werkhoven, seconded by Mark Lyon and unanimously approved.

Respectfully submitted,  
Mary Anne Greene  
Selectmen's Assistant