

TOWN OF WASHINGTON
Board of Selectmen
Minutes
September 19, 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: Michelle Gorra and Howard Barnett.

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 5, 2019 meeting of the Board of Selectmen: delete the word “Deputy” before Fire Marshall Thomas Osborne. By Mark Lyon, seconded by Dave Werkhoven and unanimously approved.

Communications: None.

Appointments/Resignations: None.

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

- **Highway Department:** Revere Road is the last to be reclaimed and repaved.
- **Town Hall Lawn:** New walks are in and the newly planted lawn is greening up.

OLD BUSINESS:

- **Land Use application processes:** Selectman Jay Hubelbank requested the Board of Selectmen to discuss and/or review the Land Use application processes as he believes more and more concerns are being expressed by Town residents – several of which have been brought to his attention. Mark Lyon expressed his belief that the majority of applications are handled properly by the applicant and by the Land Use office however, when neighbors are not happy with the decision(s) made, they complain. Jay has spoken with Land Use Coordinator Shelly White, and Enforcement Officer Nick Tsacoyannis about the possibility of adding notification of neighbors to the application process even if a public hearing is not required – thus eliminating surprises when work begins. Dave Werkhoven made the point that the Selectmen have been involved in making the process more “user friendly” by appointments of new commissioners and/or by not reappointing others. He feels it is difficult to legislate people being nice or reasonable. Howard Barnett expressed his belief that there are times residents do things without going through the proper process. The Selectmen agreed more discussion could take place with the Land Use Office.
- **WiFi in the Depot:** Jay Hubelbank reported that he has met with the new Ed Advance technology coordinator who has also been working with Region #12’s tech department re: tapping into their equipment without affecting their E-Rate. Testing has been done and the line of site from the Primary School to the Town Hall seems good. Once up and running, service may branch out further in the Depot.

- **Job Descriptions:** Jay Hubelbank reported that most employees have submitted their job descriptions to the Selectmen's Office. He is in the process of reviewing them and will then coordinate with EdAdvance to have them all in the same format and language.
- **AGSTEM Project:** Jay Hubelbank reported that the opening of school was delayed by a couple of days in order for more work to be completed prior to the students' arrival. Most feel this was a good decision.

NEW BUSINESS:

- **Setting the Agenda for the October 7, 2019 Annual Meeting: Motion:** To set the Agenda for the October 7, 2019 meeting as follows: the Annual Town Meeting will be held on Monday, October 7, 2019 at 7:30 p.m. at Bryan Memorial Town Hall, Washington Depot, Connecticut to consider and act upon the following:
 - 1) To set the dates for the annual Town Budget Hearing and annual Town Budget Meeting in May 2020.
 - 2) To approve the transfer of property (Parcel B between 64 & 66 River Road), Washington Depot, CT 06794 to ROMAC, LLC. By Mark Lyon, seconded by Dave Werkhoven. Discussion: the transfer of property to ROMAC is another small parcel similar to the transfer approved a year ago which is a small piece given to the Town by Shepaug Railroad when that ceased to exist – it is not used by the Town. If approved, ROMAC will pay for all fees involved. The motion passed unanimously.
- **Request by ASAP to waive the rental fee for the Main Hall. Motion:** To waive the rental fee of \$750.00 for use of the Main Hall by ASAP for their Celebration of Young Photographers on November 17, 2019 with the understanding ASAP will provide insurance, pay custodial fees and pay the deposit of \$1500.00. By Mark Lyon, seconded by Jay Hubelbank and unanimously approved.

Visitors: None.

Adjournment:

- **Motion:** To adjourn the meeting at 5:49p.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