



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING OCTOBER 3, 2016

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:20 p.m. immediately following the Special Town Meeting at 7:00 p.m.

Present: Barbara Henry, First Selectman; James Conway & Russell Dirienzo, Selectmen; Tim Flanagan, and Mo Clark

Barbara Henry read a card of thanks from the Mackenzies for the reconfiguration of the intersection of Transylvania Road.

APPROVAL OF MINUTES

Special Meeting August 30, 2016

Motion by Russell Direinzo to approve the minutes of the Special Meeting of August 30, 2016. The motion was seconded by James Conway and carried unanimously.

Regular Meeting September 6, 2016

Motion by Russell Direinzo to approve the minutes of the Regular Meeting of September 6, 2016. The motion was seconded by James Conway and carried unanimously.

Special Meeting of September 27, 2016

Motion by Russell Direinzo to approve the minutes of the Special Meeting of September 27, 2016. The motion was seconded by James Conway and carried unanimously.

TAX REFUNDS FOR EXCESS PAYMENT

Reversal of refund for Sara Brandon & Felipe Tijiwa-Birk of \$2.88 given at Sept Mtg

Barbara Henry explained that no refunds below \$5.00 should be given; therefore, this request should not have come to the BoS.

Motion by Russell Dirienzo to approve the reversal of the refund for Sara Brandon & Felipe Tijiwa-Birk of \$2.88 given at the September BoS Meeting. The motion was seconded by James Conway and carried unanimously.

Motion by Russell Dirienzo to approve the following Tax Refunds for Excess Payment:

- Judith Friedman - \$48.66
- Emily Sonnenblick - \$49.45
- Cynthia DePecol - \$30.34
- C. Demers Construction - \$24.93
- George Feifer - \$107.69

The motion was seconded by James Conway and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Mo Clark asked what is going on with the softball field. It looks like something much bigger than he thought was happening. Barbara Henry explained that it is being transformed into a softball field and the field is being rotated to a different direction. The field is being flattened and skinned. It was confirmed that different age groups will be able to use this field and the field is intended for the area children and no adult leagues. There will be no lights or concession stand. He asked that the dugouts be painted a nice subdued color. Barbara Henry confirmed that they

are planning to paint the dugouts. He noted his concerns with the lack of involvement with any of the Land Use Departments with projects done at the park. Russell Dirienzo explained that this is not an additional feature and merely a reconfiguration.

COMMISSIONS AND BOARDS APPOINTMENTS

ZBA – vacancy exp. 12/31/2017

Tabled

ZBA – vacancy exp. 12/31/2017

Tabled

The Board of Selectmen congratulated and thanked Lisa Roush and Stephanie Kolnick for their election to the BOE to fill the following:

- BOE – vacancy exp. 06/30/2019
- BOE – vacancy exp. 06/30/2019

BUSINESS

Resolution for Pension Plan

Barbara Henry reminded the Selectmen that the Personnel Policy was amended with regards to the 35-hour definition that spelled out anyone working less than 35 hours was not eligible for the Pension with the exception being the Town Clerk; however, the pension policy requires a resolution.

Motion by Russell Dirienzo to approve the following Resolution:

Resolved, that the amendment to the Retirement Plan and Trust effective as of July 1, 2014 presented to this meeting is hereby approved and adopted and that the duly authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Trustee of the Plan one or more counter part of the amendment.

Resolved Further, that the duly authorized representative of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of this Amendment to the Plan by Delivering to each employee a copy of the summary description of the changes to the Plan in the form of the Summary Plan Description - Material Modification presented to this meeting which form is hereby approved.

The motion was seconded by James Conway and carried unanimously.

Award Contract for 2017 Revaluation Services

The Assessor received the following three bids for 2017 Revaluation Services:

- Vision \$33,000
- E-Quality \$19,900
- Tyler Tech \$40,000

The Assessor has reviewed the bids and is comfortable with going with the low bidder. She interviewed them at their office and has looked into their software. The Selectmen reviewed the bid and agreed to take the recommendation of the Assessor and award the bid to e-Quality.

Motion by Russell Dirienzo to award the contract for 2017 Revaluation Services to Equality in the amount of \$19,900. The motion was seconded by James Conway and carried unanimously.

OSHA Visit to PW

Barbara Henry gave an update on the status of the items of concern found during the OSHA visit. The fire extinguisher training, lock-out tag-out process, grinder, a new policy and items found at the Transfer Station have all been completed or close to completion

Softball Field Update

Barbara Henry reported that they will be moving the fence and dugouts shortly and expect to have this project

complete before the winter weather sets in.

Motion by Russell Dirienzo to add the Solar Array at the Land Fill. The motion was seconded by James Conway and carried unanimously.

Solar Array at the Land Fill

Tim Flanagan came forward and reported that he attended the quarterly DEEP meeting regarding this topic. He explained that the question is whether the array has the capacity to handle their recommendations for panels. They will need Eversource to determine this. The DEEP is working on a comprehensive environmental plan for the entire state which will need to go through the legislature. The proposal is to expand the program to involve other towns. An RFP must be written so we are in the que when the funds become available. Barbara Henry spoke with Attorney Paul Michaud with Murtha Cullina who has done this for other towns. He confirmed that the developers who bid will pay his fee.

Motion by Barbara Henry to engage Murtha Cullina to prepare an RFP for the Town of Roxbury for ZREC to get solar on the land fill. The motion was seconded by Russell Dirienzo and carried unanimously.

Bathrooms & Kitchen Hurlburt Park – 400 amp service

Barbara Henry has sent e-mails to four electricians to quote this project and she received two different proposals from the following:

- \$7,300 Wright Electric
- \$5,400 Wire Link

The proposals were reviewed by the Selectmen.

Motion by Russell Dirienzo to award the bid to Wire Link. The motion was seconded by James Conway and carried unanimously.

Barbara Henry reported on the status of \$28,185 in grant monies. The balance remaining is \$5,654 that must be spent before the end of December. It was agreed that this should be put toward the frost walls.

It was determined that the project as it has been changed should be rebid because the changes are too much to be an addendum. Russell Dirienzo will work with Andy Engel to finalize the plans.

Transylvania Road

The road has been graded and chip sealing will take place on Thursday. Barbara Henry is disappointed in Eversource because there are still two huge trees tagged by them that must be taken down.

Minor Bridge Road

The trees flagged for this project are coming down this week. They are waiting on the waiver of the language from the State before the bid documents can be sent out. Barbara Henry will follow-up to see if the culverts have been cleaned.

Trooper Contract

Barbara Henry reported that the Trooper Contract has not yet been signed. She noted that she would like to continue to share a trooper with Bridgewater. She asked the Selectmen for their permission to sign the contract.

Motion by Russell Dirienzo to give Barbara Henry the authority to enter in the contract for the State Trooper. The motion was seconded by James Conway and carried unanimously.

Household Hazardous Waste Day

Dave Coyle represented the Town for Hazardous Waste Day. He reported a nice showing from Roxbury of approximately 50 people.

Fire Marshal's Report – September 2016

Tabled

OTHER BUSINESS

Barbara Henry distributed information regarding prescription drug program through CCM. She reported that the savings have been \$19,839 in three years.

ADJOURNMENT

Motion by James Conway to adjourn at 8:20 p.m. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen