



TOWN OF ROXBURY CONNECTICUT

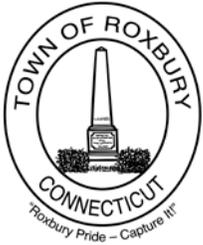
Board of Selectmen

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

2011 Complete Board of Selectmen Minutes

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January 3, 2011	February 4, 2011
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July 5, 2011	August 1, 2011
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November 7, 2011	December 5, 2011
December 15, 2011	



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JANUARY 3, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:31 PM.

Present: Barbara Henry, First Selectman; and Robert Lowe, Selectman. Absent: Russell Dirienzo, Selectman
Others Present: Jack & Lisa Huber, Tammy McVey-Camilleri of Voices and Jack Coraggio of Litchfield County Times.

Barbara Henry began the meeting with a moment of silence for Steve Zaleta who passed away on December 10th. She remembered him as an involved volunteer and participant in the Town and thanked him for his contributions to the community.

APPROVAL OF MINUTES

Motion by Robert Lowe to approve the minutes of the Regular Meeting held December 6, 2010. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

Motion by Robert Lowe to approved the following tax refund:

- GMAC - \$168.83

The motion was seconded by Barbara Henry and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry opened the floor for communications from the public.

Mr. & Mrs. Huber came forward to request an update on the Cal Ripken Field. Barbara Henry reported that the field will be behind Town Hall. The sod has been laid, the infield has been changed and the fence bid was awarded. She noted that further review is being done with regard to the outfield fence.

Mr. Huber requested the status on Apple Lane's fields. Barbara Henry reported that further discussion is required with regard to these fields. Funds and space are issues for these fields.

Mr. Huber noted his concerns with the Cal Ripken Field having a huge impact on the neighbors and the village. He presented the Babe Ruth Guidelines and clarified that the field layouts are not a requirement but a recommendation. Robert Lowe recalled that it was explained that all games would not be played on the field because the teams travel. Additionally, only two fields were discussed and the girls' softball field was not included in the original proposal.

Barbara Henry agreed to get the schedule for the Cal Ripken Field. She explained that she was very clear that there was to be no lights, a manual scoreboard is to be used, no bathrooms are to be built and no concession stands. The sprinkler system is on hold until the Health Department and the Fire Department have approved of it.

Mrs. Huber commented that she is disappointed with the communication regarding this project. Mr. Huber requested that screening trees be planted. Barbara Henry explained that she could not promise this; however, would look into it in the spring. Mrs. Huber invited those involved with the project to come to their property in an effort to understand their viewpoint and the deep impact this has upon them and the residential area.

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 yr. term Vacancy expiring 12/31/2012

Barbara Henry made a motion to table the appointment to the Lake Lillinonah Authority – 4 yr. term Vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Barbara Henry made a motion to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

Municipal Agent for Elderly Persons – vacancy expiring 12/31/2011

Barbara Henry made a motion to table the appointment of Municipal Agent for Elderly Persons – vacancy expiring 12/31/2011. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry noted that she will be advertising for this position and feels it should be a 2 day per week position.

Senior Center Board of Director

Barbara Henry made a motion to table this appointment to the Senior Center Board of Directors. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center Board of Director

Barbara Henry made a motion to appoint Joanne Logan to the Senior Center Board of Directors. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center Board of Director

Barbara Henry made a motion to appoint Michael Luongo to the Senior Center Board of Directors. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Booth Free Playground - Update

Barbara Henry commented that she is disappointed that the playground has not been installed. She reported that there were problems with digging the holes with the auger because of circumstances due to the weather. She explained that the contractor is working on finding a way to get the project started this week.

Cal Ripken Field - Update

Barbara Henry reminded the Board that Silvestri Fencing was awarded the bid for all the fencing. However, the fence for the outfield requires some additional discussion. Silvestri Fencing has agreed to split the bill to exclude the outfield fencing at this time but the backstop and dugout fencing has been ordered.

Judds Bridge Repair Project

Barbara Henry reported that Judds Bridge was reopened the Friday before the storm. She noted that there are a couple things to complete with regard to the repair project. She explained that the alternate route while the bridge was closed amounted to an additional charge of \$240 per day for the school busses. The Region would like to recoup some of this money as the bridge was closed a month longer than originally proposed.

Wellers Bridge Scour Critical Project

Barbara Henry explained that Russell Dirienzo has reviewed the documents regarding this project and has recommended that the project go out to bid.

Grant for Lawn Equipment Exchange Program (LEEP)

Barbara Henry reported that we applied to take advantage of this State program was awarded to the Town, which will allow for an exchange of Town lawn equipment for more efficient equipment.

Sand Purchase

Barbara Henry reported that the State is selling their sand surplus and she has enrolled Roxbury in this program. 750 cubic yards of sand was purchased for \$5.00 per cubic yard; whereas, the usual cost is approximately \$16.00 per cubic yard.

Thank You's to Giving Tree Purchasers

Barbara Henry wanted to publicly thank everyone who participated in helping others this holiday season through her Annual Giving Tree. She commented on the generosity of the community. She will be sending out individual thank you notes.

Democracy Cup - Name

Barbara Henry reported that Roxbury was awarded the Democracy Cup in honor of the Town's voter turnout at the November election. This honor was not only for small towns, but for the State as well. She explained that the Secretary of State came to Town Hall to present the Cup and mentioned that the Town that wins the Cup gives it a name. It was decided to name it after Jackie Dooley and her daughter Dede Lauriat. Barbara Henry explained that Ms. Dooley was the first woman on the BOS, she served as a representative on the BOE, she was a Town Assessor and was an active member of the Democratic Town Committee. Her daughter Dede Lauriat was equally involved in getting people to vote and get absentee ballots, so the Cup was named "Jackie D" in honor of both of them.

Budget Process

Barbara Henry reported that she is preparing to send the letter to the Town's departments regarding the budget asking them to hold the line again this year. Robert Lowe noted that their goal is to put together a budget without an increase; which they have been able to do for the past several years where the only increases incurred was due to the school budget.

Region 12 Teacher's Contract

Barbara Henry reported that the Region has signed a new contract with the teachers, in which the first year the teachers will not be receiving any raises.

Fire Marshal's Report - December

Barbara Henry noted that the Fire Marshal's Report has not yet been received.

OTHER BUSINESS

Barbara Henry reported that she received a letter of thanks from the Land Trust for the BOS's support with regard to a grant for a stone wall stabilization project in Mine Hill. The Land Trust was awarded the \$43,000 grant.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:22 PM, the motion was seconded by Barbara Henry and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING FEBRUARY 4, 2011

MINUTES

CALL TO ORDER

Meeting was called to order at 8:00 AM by Barbara Henry, First Selectman.

Also present: Robert Lowe, Russell Dirienzo, Selectmen; Michael Scalfani, Nancy Kiely and Patricia Carlson, Union Savings Bank

BUSINESS

Pension Discussion with Union Savings Bank

R. Dirienzo explained that after watching the performance of the present plan, he and R. Lowe as Trustees of the plan wanted to take a look at other firms who could manage the plan and then decide if we should make a switch.

B. Henry had previous discussions with Danbury Savings Bank.

M. Scalfani introduced his team from USB and handed out a packet.

P. Carlson explained the process beginning with preparing an investment policy statement – guidelines for investment and risk tolerance. This is guidance to manage the plan assets and protects the Trustees who have fiduciary responsibility. This leads to portfolio construction.

N. Kiely explained they are a top-down money manager. They partner closely with Northern Trust – a non-proprietary firm. She went through the packet on how they select the investments. They were asked their opinion on the present portfolio. They relayed they felt the present portfolio for a pension fund is not appropriately invested – high risk – the hedging present management has taken on is inappropriate for this size fund and lack of diversification has cost the portfolio's growth. Discussion centered on observations and analysis of the present plan as compared to a recommended portfolio.

B. Henry inquired about the fees. No transaction fees. Overall management fee is usually 1.25% but they would discount 20% for municipality – would be 1%. At present for this portfolio it would be @ \$4,400. Other costs – traders would charge a commission for buying or selling stocks – would pass on. USB gets institutional trading rates 6 cents/share on average. Costs for setting up but ongoing trading charges would be minimal. They don't buy mutual funds with sales charges. Next step would be to get transfer documents, liquidate account and then transfer. Need a trust agreement and plan document.

Motion by R. Dirienzo to switch the Roxbury Municipal Employee Money Purchase Pension Plan from Aita Financial Services (formerly Ericson Financial Services) to Union Savings Bank effective immediately. Second by R. Lowe. B. Henry abstained. Motion passed 2-In Favor/ 1-Abstention.

B. Henry to email request to Aita Financial to liquidate positions to ready for transfer.

FEMA – January Snow Storm

B. Henry explained that the Town has taken advantage of the FEMA grant process for reimbursement for the largest January snow storm. She thanked Kim Baron, Judi Moker and Butch Finch for gathering the information for the requested 48-hour period which should result in the Town getting a check for approximately \$29,000.

Proposed AT&T Telecommunications Tower, Southbury Road

B. Henry explained that a letter was received from Vanasse Hangen Brustlin, Inc. representing AT&T to evaluate proposed carrier facilities for any adverse effect it may have on historic properties. The letter came to the Selectmen and the Historic District Commission. B. Henry also sent a copy of their legal notice to homeowners on Transylvania Road, Southbury Road closest to High Meadow Lane and High Meadow Lane for their information.

Change to Bidding Policy

B. Henry explained that she wanted to bring an amendment regarding the bidding policy but asked to Table it. Motion by B. Henry to Table the Change to Bidding Policy. Second by R. Dirienzo. Motion carried.

Paramedic Contract Extension

B. Henry explained that the proposal she was going to bring to the BOS regarding extending the current Paramedic Contract for another year is not necessary. There is an RFP that will be going out for a whole new contract based on information from the Paramedic Oversight Committee.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 9:15 AM, second by R. Lowe. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry

Acting Clerk

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02/09/2011



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING FEBRUARY 7, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:36 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen.

The Board expressed their condolences for the untimely passing of Daniel Went, son of former First Selectman Ed Went. A donation will be made to the American Heart Association in his memory on behalf of the Town.

APPROVAL OF MINUTES

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting held January 3, 2011. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to table the approval of the minutes of the Special Meeting held February 4, 2011. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approved the following tax refunds:

- Allen Johnston - \$10.17
- William & Janice Steers - \$46.20
- William & Janice Steers - \$32.70
- William & Janice Steers - \$46.20
- William & Janice Steers - \$32.70
- William & Janice Steers - \$46.20
- William & Janice Steers - \$46.20
- Jerry & Andrea Wiant - \$1,785.19
- VW Credit Leasing Ltd - \$37.49

The motion was seconded by Robert Lowe.

Discussion: Robert Lowe questioned the six refunds for William & Janice Steers for the same amount. Barbara Henry explained that William Steers, Sr. applied for the veterans tax credit years ago; however, it was credited to William Steers, Jr. in error. She noted that this occurred for a total of 10 years; however, a credit can only be given for the last six years. The Board agreed that if the BOS has the legal authority they would approve the credit for the total number of years of the error.

The motion carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

None

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

Municipal Agent for Elderly Persons – vacancy expiring 12/31/2011

Motion by Russell Dirienzo to table the appointment of the Municipal Agent for Elderly Persons – vacancy expiring 12/31/2011. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry reported that eight resumes have been received for this position. Robert Lowe and Russell Dirienzo agreed that the entire BOS does not have to be involved in the interview process for this position and that First Selectman Barbara Henry should move forward with this process.

Senior Center Board of Director

Motion by Russell Dirienzo to table the appointment of the Senior Center Board of Director. The motion was seconded by Robert Lowe and carried unanimously.

Historic District Commission – vacancy expiring 12/31/2011

Barbara Henry noted that Lincoln Turner has agreed to step up from an Alternate position to fill the open position of a Regular member.

Motion by Russell Dirienzo to appoint Lincoln Turner to Historic District Commission – vacancy expiring 12/31/2011. The motion was seconded by Robert Lowe and carried unanimously.

Historic District Commission, Alt. – vacancy expiring 12/31/2014

Motion by Russell Dirienzo to appoint Jean Baldwin to the Historic District Commission, Alt. – vacancy expiring 12/31/2014. This is to fill the vacancy of Lincoln Turner who was just appointed as a Regular member. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Snow Storm Stories

Barbara Henry commended the town crew on their great job and the many hours dedicated during this difficult winter weather. She noted that there were structure fires during this time period for which she has sent letters of thanks to the towns that assisted with the fires. She also commended the community at large who were extremely patient under these difficult circumstances. People took the time to email or call to say the town crew was doing a great job and they appreciated the WARN update calls made from the Selectmen's office.

Barbara Henry noted that there has been a tremendous amount of overtime and they will soon be over budget; however, public safety is the priority. She reported that the Town has applied for FEMA funds and they expect to receive \$29,000. She thanked Kim Baron, Judi Moker and Butch Finch for getting all the information together for submission. Further damage to the roads is expected to be revealed in the spring. Russell Dirienzo suggested that the Town purchase some process stone in anticipation of the sink holes expected to occur.

Russell Dirienzo noted that he received many complaints that both Garnet Road and Mallory Road were not treated and became extremely dangerous over the weekend due to the rain. Barbara Henry explained that often the sand washes off the ice on the dirt roads. Russell Dirienzo suggested that more attention is paid to treating the dirt roads and if they cannot be maintained as safe then they should be closed.

Barbara Henry reported that mostly the people have been appreciative of the efforts to clear the roads. She noted that there was a seven-car pile-up on Flag Swamp Road during that same rain. She explained that the solution to the winter issues with the dirt roads would be to pave all the roads.

The Board discussed the difficulty of limiting the amount of sand taken by the residents from the sand shack. It was agreed that people should not be filling up pick-up trucks with sand. Contractors found taking this sand should be assessed a fine.

Probate Court Budget & MOA

Barbara Henry reported that the new Probate Court Judge has asked that the towns sign a Memorandum of Agreement, which notes that the cost allocated to the towns for the Probate Court is in proportion to their Grand List. She read aloud the memo and noted that Roxbury's portion is \$2,855, which is \$900 higher than the cost has been in previous years.

Motion by Russell Dirienzo to give Barbara Henry the authority to sign the Memorandum of Agreement for Connecticut Probate Court District #22. The motion was seconded by Robert Lowe and carried unanimously.

Budget

Barbara Henry reported that the budgets are due in from the different departments on the 8th. She noted that it looks like the Town might need a new server, which will be a substantial expense in the budget.

Judds Bridge Repair Project

Barbara Henry reported that the punch list for this project is to be completed in the spring.

LEEP Equipment Grant

Barbara Henry reminded the Board that this grant will allow for the exchange of the Town's lawn equipment (i.e., chainsaws, weed whackers) for more energy efficient lawn equipment. She reported that she has not yet received information on the allowance awarded.

CRRA MOU

Barbara Henry reminded the Board that they had previously authorized her to sign the agreement with CRRA. She distributed a Summary and Comparison chart for the different Tier packages. The Board agreed that the Tier 3 selection would be the best option, which is a 15-year contract at \$61 per ton. Russell Dirienzo noted that he would not expect the costs to go down at any point. Barbara Henry agreed and noted that there is no cap with this option. She reminded the Board that they have been with CRRA for 20 years.

Motion by Russell Dirienzo to select the Tier 3 option for the CRRA contract. The motion was seconded by Robert Lowe and carried unanimously.

Blight Ordinance Request

Barbara Henry reported that she received a formal request from a resident to look into a Blight Ordinance for the Town. Russell Dirienzo explained that the problem with this would be the enforcement. He requested that the resident supply an example of the blight so that it can be determined if this may be a Zoning violation that is not being enforced. Barbara Henry noted that she has asked Mary Barton to supply samples of Blight Ordinances for review.

CT Preservation Award HDC – Barn Book

Barbara Henry explained that the Historic District Commission is being recommended for the CT Preservation Award for the Barn Book. It has been requested that the BOS submit a letter of recommendation. The BOS agreed to this request.

Valentines for Soldiers

Barbara Henry reported that a lot of Valentines went out to our soldiers thanks to the coordination of the schools by Sharon Benedict. Barbara Henry relayed that this was a project she wanted the Town to be involved in and thanked Sharon for taking this off her plate and running with it.

Wellers Bridge Scour Critical Project

Russell Dirienzo commented that there is no way to get this project done this winter without added cost due to the weather. He noted that spring is expected to be a difficult time as well. It was agreed that the summer season would be the best time to move forward with the project. In the meantime, it should be noticed in the paper.

ZBA Administration

Barbara Henry reported that changes have been made with regard to the ZBA Administration. She explained that Karen Eddy will continue to administer Planning with Tai Kern taking the minutes of the Commission's meetings. The ZBA administration and minutes will be handled by Tai Kern. Nancy Lord will accept all land use applications in the office and, when ready, will see that the approved permits are drawn up and given out.

Municipal Agent/Social Services Position

Barbara Henry noted that they will begin to review the resumes and start the interview process.

Land Trust Lease Renewal

Barbara Henry reported that the Land Trust's 10-year lease at the Senior Center building is up. She noted that the lease was for \$2,500 per year plus \$89 per month for utilities. She explained that utilities will need to be recalculated to coincide with the going rate and current usage. Russell Dirienzo agreed that the lease should be renewed for 10 years and commented that the Land Trust does a good service for the Town. The Board agreed that the rent should be increased to \$3,000 plus utilities.

Motion by Russell Dirienzo to renew the Land Trust's lease for 10 years for the amount of \$3,000 plus utilities. The motion was seconded by Robert Lowe and carried unanimously.

Mileage Reimbursement

Barbara Henry reported that the IRS has increased the mileage allowance to \$0.51 per mile from the rate of \$0.50 per mile.

Motion by Russell Dirienzo to increase mileage reimbursement to \$ 0.51 per mile. The motion was seconded by Robert Lowe and carried unanimously.

It was agreed that a stipend for mileage should be looked into during the budget process. It was noted that an average of the last 5 years could be used to determine the stipend amount. Barbara Henry will follow through on that recommendation.

Fire House Reconstruction - Update

Barbara Henry reported that the test for PCBs at the Fire House came back negative. She expects to have something from the architects to send out for bid within the next week.

Booth Free School Playground Update

Barbara Henry reported that the playground has been delivered; however, has not been assembled due to all the snow.

Cal Ripken Field Update

Barbara Henry reported the funds from the State for this project are expected this week. Once the funds are received the fence will be ordered.

Fire Marshal's Report – December & January

Barbara Henry reviewed the Fire Marshal's Reports with the Board. She noted that there were 14 calls both in December and January.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Free Solar Electric Panels for Towns. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry reported that as part of a Federal Stimulus Fund, Solar incentives are available to municipalities. Municipalities are able to receive Solar Electric (PV) Systems supplied and installed at no charge from DCS Energy. She noted that Peter Hurlbut attended a mandatory meeting for her regarding this offer and reported on the details. It will be a leased system that can be purchased for \$1 after 60 months or it will be removed if requested.

The Board agreed that the Energy Task Force should look further into this program, request an onsite review as well as find out the thoughts of the Historic District Commission. Buildings that should be considered are the Town Hall, Senior Center, Fire House, Minor Memorial Library, and Town Garage.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:40 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING MARCH 7, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:32 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen.

Others Present: James Harvi; James Conway; Tammy McVey-Camilleri, Voices; Jack Coraggio, Litchfield County Times.

APPROVAL OF MINUTES

Motion by Russell Dirienzo to approve the minutes of the Special Meeting held February 4, 2011. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry had one correction to the 2/7/11 minutes noting the lease of the Land Trust is for 5 years, not 10 years as stated previously.

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting held February 7, 2011 as amended. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- William & Julie Steers - \$34.20
- Robert Pratt, Jr. - \$24.97
- Brian Larkin - \$165.22
- Horrigan Enterprises - \$84.93
- Christopher Boshears - \$2,983.61
- William Rondina - \$3,293.92
- VW Credit Leasing Ltd. - \$28.07

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry opened the floor for communications from the public. There was none.

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 yr. term – vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term – vacancy expiring 12/31/2102. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

Municipal Agent for Elderly Persons – vacancy expiring 12/31/2013

Barbara Henry reported that 10 applications were received for this position. Jerrilynn Tiso, who has held this position in the interim, was one of the applicants and went through the interview process. She noted that Ms. Tiso has done a great job and she would like to offer her the position.

Motion by Russell Dirienzo to appoint Jerrilynn Tiso as the Municipal Agent for Elderly Persons – vacancy expiring 12/31/2013. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center Board of Director

Motion by Russell Dirienzo to appoint James Harvi to the Senior Center Board of Directors. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center Board of Director

Barbara Henry noted that the additional opening on the Senior Center Board of Directors is due to the resignation of Pamela Southworth. Barbara Henry thanked Ms. Southworth for her service to this Board.

Motion by Russell Dirienzo to appoint Bill Curren to the Senior Center Board of Directors. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry explained that Stewart Kellerman had been appointed as an Alternate and Mary Elizabeth Peck was appointed as a Regular Member of the Zoning Commission. The members agreed that they would prefer these designations switched; therefore, the positions will be vacated and reappointed.

Zoning Commission – vacancy expiring 12/31/2014

Motion by Russell Dirienzo to appoint Stewart Kellerman to the Zoning Commission – vacancy expiring 12/13/2014. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission, Alt. – vacancy expiring 12/31/2014

Motion by Russell Dirienzo to appoint Mary Elizabeth Peck to the Zoning Commission, Alt. – vacancy expiring 12/31/2104. The motion was seconded by Robert Lowe and carried unanimously.

Energy Task Force

Barbara Henry reported that Susan Stauffacher has resigned from the Energy Task Force. She thanked Ms. Stauffacher for her service with the Energy Task Force.

Motion by Russell Dirienzo to table the appointment to the Energy Task Force. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Blight Ordinance vs. Zoning

Barbara Henry reminded the Board about a blight ordinance inquiry discussed at the last meeting. She reminded the Board that Russell Dirienzo questioned whether we really needed a blight ordinance or was it because Zoning was not enforcing its regulations. She invited Jim Harvi to be present to further discuss his request. Additionally, James Conway, Chairman of the Zoning Commission, is present to discuss the enforcement of Zoning Regulations.

Mr. Harvi explained that in some instances blight is obvious in this Town, giving the Town an unkept appearance.

Russell Dirienzo explained that he hesitates to add another ordinance to the books when there are many already not being enforced. He used the condemned barn as an example. The Town has tried to work with the property owners to no avail. The next step is for the Town to place a lien on the property and incur costs to take the barn down; however, the Town does not have funds for this kind of activity.

James Conway discussed how a blight ordinance would overlap Zoning regulations; thereby, regulating what Zoning cannot. Additionally, a blight ordinance will allow for the fining of violators. Mr. Conway explained that currently the policy for the Zoning Commission is to address complaints of unregistered motor vehicles and non-agricultural equipment that are submitted and in writing and signed.

Barbara Henry reported that Mary Barton, ZEO, is working on supplying examples of blight ordinances for the BOS to review. Once a draft is prepared and agreed upon, it will have to go to a Town Meeting for approval.

Fire House Renovations – Update

Barbara Henry reminded the group that a \$200,000 STEAP Grant was awarded for this project, the plans have been drawn, and bid documents were prepared. The bid documents are currently being reviewed and then the project will go out to bid.

Weller’s Scour Critical – Update

Barbara Henry reported that she is working with Milone and MacBroom to schedule a non-mandatory meeting for bidders regarding this project.

Booth Free School Playground – Update

Barbara Henry noted that Booth Free School Playground is ready to be erected once the snow cover melts.

Cal Ripken Field Update

Barbara Henry noted this project will resume once the snow cover is gone.

Solar Panels – DCS

Barbara Henry reported that she has received positive feedback regarding DCS and this program. She has contacted DCS with the town buildings she would like considered for solar panels. She has asked the Energy Task Force to get involved.

Region 12 Budget

Barbara Henry reported a disturbing \$420,000 increase to Roxbury in the Region 12 Budget. She explained that Gary Lord, Chairman of the Board of Finance, has been spending time attending the Region 12 meetings and paying careful attention to the budget.

Robert Lowe agreed that the Region 12 budget needs to be watched and thinks the increase is ridiculously high. He noted that it is time for some consolidation. Mr. Lowe noted that he has heard there will be five students entering kindergarten in Bridgewater next year. He reviewed the long term student projects of the region.

Barbara Henry agreed that it is time to take a look at the possibility of sharing schools that are next to each other. She noted that transportation is a big part of the equation as well.

The Board agreed that the correct decision was made by not getting into debt with a new school.

Town Budget – Capital Projects

Barbara Henry distributed a draft Capital Projects budget. She noted that the net Capital Projects will again be included in the budget per the BOF’s request. The Board reviewed the list of Capital Projects. They asked her to relook at the cost of re-roofing the museum.

The condition of the roads after the rain storm was discussed. Barbara Henry reported that all the dirt roads were lost. The crew worked all day making the roads passable. She reviewed a list of roads not yet passable for a fire truck, which will be addressed tomorrow.

Russell Dirienzo noted the expectation of receiving Federal Disaster funds for the damage done by this storm. Barbara Henry explained that she is in favor of considering paving some of the dirt roads. Russell Dirienzo noted the importance of a good drainage system. It was agreed that funds should be budgeted for the improvements of the roads.

Barbara Henry noted that the Town’s people have been patient during this difficult time and the Town Crew has been awesome, as they have been all winter.

Barbara Henry explained that the Governor’s budget numbers are based upon concessions; therefore, she will budget for a maximum of 80 percent of those numbers with regards to revenue.

Barbara Henry reported that there was a zero increase to the Town's L-A-P insurance policy. However, she did add computer fraud to the policy.

Barbara Henry noted that the State Police contract has been increased to \$109,000 with no overtime. She explained that she contacted them noted that small towns cannot afford this.

Fire Marshal's Report – February

The Fire Marshal reported 12 calls in February. Barbara Henry commended the Fire Department on all their hard work, noting that they have been out continuously pumping basements due to all the flooding.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda discussion regarding CRRR rebate, the sand purchase from the State, and Storm Water Regulations. The motion was seconded by Robert Lowe and carried unanimously.

CRRR Rebate

Barbara Henry reported that the Town has received a rebate of \$992.70 from CRRR for recycling.

Sand Purchase from the State

Barbara Henry noted that the sand the Town purchased from the State at a discounted rate worked out great and was very much needed this year.

Storm Water Regulations

Russell Dirienzo reported on the meeting he attended regarding Storm Water Regulations. He explained that new Federal Regulations require that the Town come up with their own storm water plan and post it on the website by June 1st. New Regulations require that there are two samplings per year. Additionally, the Town trucks cannot be washed without capturing the water used. It is necessary to be in compliance with the new regulations for re-registration on October 1st.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:36 PM. The motion was seconded by Russell Dierenzo and carried unanimously.

Respectfully Submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING MARCH 30, 2011

MINUTES

CALL TO ORDER

Meeting was called to order at 7:30 AM by Barbara Henry, First Selectman
Also Present: Robert Lowe & Russell Dirienzo, Selectman.

BUSINESS

Discussion of entire budget for Fiscal Year 2011-2012

Respectfully submitted,

Barbara Henry

Barbara Henry, First Selectman



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING APRIL 4, 2011

MINUTES

CALL TO ORDER

Russell Dirienzo, Selectman, called the meeting to order at 7:30 PM.

Present: Russell Dirienzo and Robert Lowe, Selectmen.

Moment of Silence for resident and Zoning Commission member John Friedman

APPROVAL OF MINUTES

Regular Meeting held March 7, 2011 & Special Meeting held March 30, 2011

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held March 7, 2011. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to approve the minutes of the Special Meeting (budget workshop) held March 30, 2011. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- CAB East LLC - \$38.01
- Financial Services - \$46.50
- Philip A. Ross - \$49.27
- Philip A. Ross - \$20.53

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Russell Dirienzo opened the floor for communications from the public. There were none.

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 yr. term Vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term Vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

Energy Task Force

Motion by Russell Dirienzo to table the appointment to the Energy Task Force. The motion was seconded by Robert Lowe and carried unanimously.

BOE position opening up effective July 1

Russell Dirienzo reported that BOE member Andy Engel is resigning his position with the BOE. A new BOE member will need to be approved at the Annual Meeting in May. Barbara Henry will ask the Democratic and Republican Town Committees to search for prospective candidates.

BUSINESS

HART Bus Resolution

Russell Dirienzo reminded the Board that this Resolution is renewed yearly for the HART Bus used at the Senior Center.

The following was read aloud:

Resolution authorizing the First Selectman Barbara Henry to negotiate and execute all necessary Agreement/Contract documents on behalf of the Town of Roxbury with the Department of Transportation of the State of Connecticut and to affix the corporate seal.

Motion by Russell Dirienzo to adopt the HART Bus Resolution. The motion was seconded by Robert Lowe and carried unanimously.

LEEF Update

The Town expects to receive \$1,302 to replace lawn equipment with more efficient models through the Lawn Equipment Exchange Fund program.

Fire House Renovation - Update

The Fire House Renovation project is out to bid. Bids will be opened on 4/25/11.

Weller's Scour Critical - Update

The Weller's Scour Critical project is out to bid. Bids will be opened on 4/15/11.

Tax Collector – Administration Fee Policy

The Tax Collector has requested that the Town have an ordinance to enact an administration fee of \$5.00 to be charged for delinquent motor vehicle taxes, which have to be processed through the DMV. The question of whether this should be an ordinance or just a policy will be reviewed by the Town Attorney. This will be on the agenda for the Annual Town Meeting if it is determined an ordinance is needed.

Motion by Russell Dirienzo to approve a Tax Collector Administration Fee Policy of \$5.00 for delinquent motor vehicle taxes effective immediately. The motion was seconded by Robert Lowe and carried unanimously.

Solar Panels – DCS Contract Authorization to Sign

The DCS has inspected all the Town buildings including Booth Free School and has confirmed that they are all approved for solar panels with the exception of the Hodge Library. The panels are at no charge to the Town. After 5 years it is required that the panels are purchased for \$1.00. The warrantee for the solar panels is for 15 years, after which point the Town will be responsible for their repairs.

Motion by Russell Dirienzo to authorize Barbara Henry to sign the DCS Contract for Solar Panels. The motion was seconded by Robert Lowe and carried unanimously.

State Police & Teamsters Contracts Renewals

It was noted that both the State Police and Teamsters contracts should be voted onto the Town Annual Meeting agenda. The State Police contract will be a 2-year contract and the Teamsters contract will be for 3 years, which has 0% increase for year 1.

Motion by Russell Dirienzo to vote the State Police and Teamsters contracts onto the Annual Town Meeting Agenda. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Responds to Japan

Information regarding how to donate towards relief for Japan through the Roxbury Responds fund will be in the Newsletter. The funds received will go to the American Red Cross for Japan relief efforts and will be tax deductible.

Budgets – Town & School

It was noted that the BOS is recommending a budget with a decrease of 0.72% or (\$22,396) for the Town. The Region proposes a 5.23% increase of \$326,500 to Roxbury; thereby, increasing the total budget by 3.26% or \$304,104. Barbara Henry is in attendance at the BOE meeting this evening to speak about this unacceptable increase that Roxbury cannot afford. The Selectmen discussed the portions of the Region's budget that should be questioned.

Motion by Russell Dirienzo to forward the BOS's proposed budget with a 0.72% decrease to the BOF for their review. The motion was seconded by Robert Lowe and carried unanimously.

It was noted that the Town Budget Hearing will be April 19, 2011 at 7 p.m.

FEMA Requests

The Town has applied for Federal relief for the costs incurred in the big snow storm and rain event. The Town could get \$80,000 in FEMA funds.

Update for Personnel Policy – Snow Days

Motion by Russell Dirienzo to table the Update for Personnel Policy – Snow Days. The motion was seconded by Robert Lowe and carried unanimously.

Blight Ordinance

Blight Ordinances in other towns are being researched. The proposal of the Blight Ordinance will be mentioned in the Newsletter. It will be encouraged that the public contact Town Hall to share their thoughts regarding this proposal.

Fire Marshal's Report – March

The Fire Marshal's Report for March was reviewed.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Events for Earth Day and Storm Water Plan. The motion was seconded by Robert Lowe and carried unanimously.

Earth Day Events

A roadside clean-up is scheduled for Saturday, 4/16/11 and a Community Shred Day is scheduled for Saturday, 4/30/11, which is free to Roxbury residents. More information regarding these events will be included in the Newsletter.

Storm Water Plan

Doug DiVesta's fee for a Storm Water Plan is \$2,750. Russell Dirienzo noted that this is a reasonable fee to develop a storm water plan as required by the DEP.

Motion by Russell Dirienzo to sign the contract for Engineering Services associated with a plan for the discharge of storm water as required by the DEP General Permit. The motion was seconded by Robert Lowe and carried unanimously.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 7:40 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING MAY 2, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:35 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo, Selectman; Jack Huber, Wendy Walker, Mark Lowe, Steve Jordan, Tammy McVey-Camilleri of Voices and Jack Coraggio of Litchfield County Times.

First Selectman Barbara Henry started this meeting by remembering Joan Gardella who she described as a sweetheart. Ms. Gardella, who passed away on April 19, was a volunteer in the community. She most recently served as a member of the Volunteer Recognition Commission.

APPROVAL OF MINUTES

Regular Meeting held April 4, 2011

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held April 4, 2011. The motion was seconded by Barbara Henry and carried unanimously

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refund:

- CAB East LLC - \$38.01

The motion was seconded by Barbara Henry and carried unanimously.

COMMISSIONS AND BOARDS APPOINTMENTS

Recreation Commission – vacancy expiring 06/31/2012

Motion by Russell Dirienzo to appoint Rob Hibbard to the Recreation Commission – vacancy expiring 06/31/2012. The motion was seconded by Barbara Henry and carried unanimously.

Lake Lillinonah Authority – 4 yr. term Vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to Lake Lillinonah Authority – 4 yr. term Vacancy expiring 12/31/2012. The motion was seconded by Barbara Henry and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Barbara Henry and carried unanimously.

Energy Task Force

Motion by Russell Dirienzo to table the appointment to the Energy Task Force. The motion was seconded by Barbara Henry and carried unanimously.

LLA Marine Patrol Officers

Barbara Henry reported that she has a listing of LLA Marine Patrol Officers that she will forward to the Town Clerk.

Motion by Russell Dirienzo to appoint the following as LLA Marine Patrol Officers:

- Tony Augustine
- Kevin Brooks
- Kevin Seeley

- Douglas Vane
- John Puglisi
- Jameson Zaloski
- Christopher Rosado

The motion was seconded by Barbara Henry and carried unanimously

Special Constable R86 – 1yr 6/1/2011 – 5/31/2012

Motion by Russell Dirienzo to reappoint Jim Pierpont as Special Constable R86 – 1yr 6/1/2011 – 5/31/2012. The motion was seconded by Barbara Henry and carried unanimously.

BOE position opening up effective July

Barbara Henry reported that they are looking for someone to fill Andy Engel’s position on the BOE. The Board expressed their thanks to Mr. Engel for his years of excellent service

BUSINESS

Cal Ripken Field

The Board discussed the Cal Ripken Field project and reminded the group that the back stops, dug outs, and sod were approved several months ago as the first part of this project. The balance of the project was to be considered at a later date.

Barbara Henry noted that the Historic District Commission has some concerns such as the score board, lights and food stands. Mark Lowe confirmed that there are no plans for an electronic scoreboard, lights or a food stand at this time. Steve Jordan, Shepaug Coach, noted that the BOS has the authority to deny any such proposals if they should be made in the future.

Wendy Walker of the Historic District Commission explained that the Commission is not in favor of the perimeter fencing, which breaks up the field. She asked that the group work to find a compromise with regard to this project.

Steve Jordan distributed information regarding the recommendation of an outfield fence. He noted that tournaments are not permitted without such a fence. Wendy Walker suggested a temporary fence, which could be removed. Mr. Jordan noted his concerns with the costs involved with a temporary fence. Mr. Jordan explained that he feels a compromise has already been made by spending additional money to install fencing that will blend with the surroundings.

Jack Huber noted his concerns with the bleachers being placed within the setback. Steve Jordan confirmed that the placing of the bleachers is temporary and that they will be relocated.

Russell Dirienzo explained that he has heard little opposition to the field and wanted to discuss this tonight in order to have the opportunity to hear from those in the public opposed. He noted that he understands the importance of the Historic District and the Commission’s work.

Barbara Henry recommended that the Board take into consideration the Historic District Commission’s concerns. It was agreed that there would be no lighting, electronic scoreboard, food cart or food stand.

Jack Huber came forward and reviewed his property map with the Board. He presented photos of the view he would have of the fence from his property. He is asking the Town to provide screening. Barbara Henry agreed that screening will be considered.

Motion by Russell Dirienzo to approve the outfield fence for the Cal Ripken Field. The motion was seconded by Barbara Henry and unanimously approved.

Weller’s Bridge Scour Critical – Award Bid

Barbara Henry reported that 7 bids were received. The low bid was not complete. The next to lowest bid was from FSM Services for \$35,100.

Motion by Russell Dirienzo to award the Weller's Bridge Scour Critical bid to FSM Services in the amount of \$35,100. The motion was seconded by Barbara Henry and carried unanimously.

Barbara Henry noted that the start date for this project is June 1st.

Fire House Renovation – Award Bid

The low bid for this project is \$194,000 from Olympus Construction out of Milford. The architect for this project reviewed the bid and confirmed that it qualified.

Motion by Russell Dirienzo to award the Fire House Renovation bid to Olympus Construction in the amount of \$194,000. The motion was seconded by Barbara Henry and carried unanimously.

Storm water Permitting Proposals – Award Bid

Russell Dirienzo reported that two bids were received for the storm water permitting proposals for the town garage and transfer station. The low bid was from Doug DiVesta in the amount of \$2,750.

Motion by Barbara Henry to award the storm water permitting proposal bid to Doug DiVesta in the amount of \$2,750. The motion was seconded by Russell Dirienzo and carried unanimously.

CL&P Pole Attachment Contract

Barbara Henry explained that the Town Attorney has reviewed the contract with the changes and is in agreement. However, there is currently activity in the legislature with regard to this topic; therefore, Barbara Henry would like to hold off on signing the contract at this time.

Re-adopt Affirmative Action Policy Statement

Re-adopt Title VI Equal Opportunity Statement

Re-adopt Fair Housing Policy Statement

Re-adopt Fair Housing Policy Resolution

Barbara Henry read aloud the following Fair Housing Policy Resolution:

Be it resolved that the Town of Roxbury hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and be it further resolved that the chief executive officer of the Town of Roxbury or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practices in the Town of Roxbury and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and opportunities or the U.S. Department of Housing and Urban Development or to seek assistance of the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Motion by Russell Dirienzo;

As a recipient of Small Cities CDBG grant or potential 2011 Small Cities CDBG funding it is a requirement to commit and support principles and practices of Fair Housing and Equal Opportunity. Therefore, the Town re-adopts:

- Affirmative Action Policy Statement
- Title VI Equal Opportunity Statement
- Fair Housing Policy Statement
- Fair Housing Policy Resolution

The motion was seconded by Barbara Henry and carried unanimously.

Roxbury Responds to Japan

Barbara Henry reported that the opportunity for residents to support relief in Japan through Roxbury Responds was posted in the newsletter. She noted that residents can also help Alabama through Roxbury Responds by writing their check to the Town of Roxbury and noting their cause of choice. The funds received are forwarded to the American Red Cross.

Budgets – School Referendum and Town Meeting

Barbara Henry reminded the group that the School Referendum vote is 5/3/11. She noted that the Annual Town Meeting is 5/17/11. The two year contract for the State Police will be up for approval at that meeting. Barbara Henry questioned whether a one year contract should be considered. She also suggested the options of a part time State Trooper or sharing the Trooper with another town. Russell Dirienzo agreed that these ideas should be pursued.

STEAP Grant applications were discussed. Barbara Henry reported that she will be resubmitting the South Street project. Also, screening for the field and park improvements were discussed as submissions.

Update for Personnel Policy – Snow Days

Barbara Henry reported that the BOS agreed that town employees will only get paid for snow days if Town Hall is closed. When Town Hall is open during a storm event, employees will have to make up their time missed or will not be paid for time taken due to the weather. Employees also have the option of using a vacation day.

Blight Ordinance

It was noted that a lot of people are in favor of a Blight Ordinance and the Zoning Commission agrees that such an ordinance would be helpful. Mary Barton has supplied model blight ordinance so that a draft can be started.

Fire Marshal’s Report – April

Barbara Henry noted that April’s report has not yet been received.

Motion by Russell Dirienzo to table the review of the Fire Marshal’s Report for April. The motion was seconded by Barbara Henry and carried unanimously.

OTHER BUSINESS

Russell Dirienzo requested that a discussion regarding a bond to improve dirt roads in town be on the next agenda.

ADJOURNMENT

Motion by Barbara Henry to adjourn at 8:35 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JUNE 6, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:35 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen; Andy Show, Colby Kalisher, Jane McMahon, Mr. & Mrs. Szymanski, Tammy McVey-Camilleri of Voices and Jack Coraggio of Litchfield County Times.

APPROVAL OF MINUTES

Regular Meeting held May 2, 2011

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held May 2, 2011. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Pedro Hecht - \$10.50
- VW Credit Leasing, LTD - \$91.99

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry opened the floor for communications from the public. Those present were told they could speak under the agenda item.

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Hugh Rawson to the Conservation Commission – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Conservation Commission – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Gary Steinman to the Conservation Commission – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Erika Ketchum to the Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Charter Communications – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Gregory Davis to Charter Communications – 4 yr. term - 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Recreation Commission – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Jennifer Benner to the Recreation Commission – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Recreation Commission – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Mark Lowe to the Recreation Commission – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Recreation Commission – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to re-appoint Pat Stead to the Recreation Commission – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Zoning Commission, Alt. – vacancy expiring 12/31/2011

Motion by Barbara Henry to re-appoint Kim Tester to the Zoning Commission, Alt. – vacancy expiring 12/31/2011. The motion was seconded by Russell Dirienzo and carried unanimously.

Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012

Motion by Barbara Henry to table the appointment to the Lake Lillinonah Authority – 4 yr. term – vacancy expiring 12/31/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Barbara Henry to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Barbara Henry reported that she received a resignation from Cathy Racz. The BOS thanked Ms. Racz for her work with the Energy Task Force.

Motion by Barbara Henry to appoint Josh Gray to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Motion by Barbara Henry to table the appointment to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Motion by Barbara Henry to table the appointment to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

Planning Commission

Barbara Henry reported that she received a resignation from Joseph Famighette and read it aloud. The BOS thanked Mr. Famighette for his time on the Commission. Barbara Henry explained that the Planning Commission replaces its own members.

Thank you to Andy Engel for 4 yrs. service on BOE; Welcome to Emily Hibbard.

The Board expressed their thanks to Andy Engel for his four years of services on the BOE and welcomed new BOE member Emily Hibbard.

BUSINESS

Driveways on Private Roads

Russell Dirienzo explained that issues with regard to the private road Old Lane have been brought to his attention. He explained that he discussed this with the Town Attorney who advised that the reason why the Town issues driveway permits on private roads is merely to be sure that emergency access is available. The Town Attorney has advised that the Town has no other jurisdiction over private roads. Mr. Dirienzo noted that ZEO, Mary Barton, has thoroughly researched this issue and confirmed that her letter was received by the interested parties. Mr. Dirienzo reminded the group that the IWC found no issues with the driveway application they saw before them on this road and issued a non-regulated permit. He noted that he has been discussing a plan to discharge the rainwater across the street with Mr. Szymanski. He agreed to work with the group to help facilitate the permits for this project if the

parties decide to move forward. However, he reminded the group that the maintenance of this road is not a Town issue and that it is a private matter between parties.

Jane McMahon came forward and noted that the issuance of the two driveway permits by the Town has caused this problem. Colby Kalisher questioned how the Town could issue a driveway permit on a private road without assigning obligation to maintain that road.

Mr. Drenzo noted that the Town has no authority or jurisdiction to get involved with this private matter.

Diesel Tank Upgrades

Russell Dirienzo reported that the Town received a Notice of Violation from the DEP with regard to the underground tank at the Town Garage because it does not comply with regulations. A spill prevention system and auto tank gauging system are needed to gain compliance. It was noted that the pump is 40 years old and should also be replaced at some point. The Town received a quote of \$45,000 to revamp the system, which includes several options.

Barbara Henry explained that she can speak with the BOF about using LoCIP funds towards this project. She expressed her disappointment with the DEP's issuance of a Notice of Violation since they were aware the Town was working on this issue. It was noted that the Town wrote a letter to DEP regarding their inspection of the tank in 2008 and received no response.

Motion by Russell Dirienzo to request that the BOF fund up to \$20,000 for the compliance with the Notice of Violation issued by the DEP for the installation of the tank gauging system and repair of 2 spill buckets on the diesel tank at the Town Garage. The motion was seconded by Robert Lowe and carried unanimously.

Fire House renovation project update

Barbara Henry reminded the Board that the bid for the Fire House renovation project was awarded to Olympus Construction. Work will begin on the project once the windows are received.

Mattress recycling

Barbara Henry reported that the City of Bridgeport has begun a new initiative entitled Park City Green. They are using discarded mattresses and will renovate an old building. She met with the project coordinators regarding using mattresses from the Roxbury Transfer Station; however, it was determined that storage and the movement of the mattresses would be too cumbersome for such a small town and there would be a charge to the Town. Therefore, it is not feasible for us to participate in their worthwhile initiative.

Region 12 Long Range Planning Committee

Barbara Henry reviewed a letter dated 6/6/11 from the Bridgewater, Roxbury and Washington First Selectmen to the BOE recommending that Mr. Costa, a facilitator of Education Connection be hired to facilitate the Strategic Planning Committee. Each town would contribute \$5,000 to pay for the services of Mr. Costa's services. She reported that the BOE is receptive to the proposal.

Russell Dirienzo questioned the responsibilities of the Superintendent and why he is not expected to facilitate the coordination of the Strategic Planning Committee. Mr. Dirienzo questioned why an additional person must be paid to come up with this plan. Russell Dirienzo noted that he cannot support fixing the problem by throwing more money at it and that the Superintendent should provide support for this Committee.

Robert Lowe commented that if the Town is unhappy with the Superintendent's performance, then the responsibility of the Strategic Planning Committee will not have a positive outcome as well. Mr. Lowe noted that the Region is not any further ahead with the Strategic Plan than they were 12 years ago. He agreed that he does not like the idea of spending \$5,000, but the Region should move this forward.

Barbara Henry noted that the BOE representatives can be asked not to extend the Superintendent's contract; however, this project is going nowhere right now. She noted that she questioned why the Region's funds would not go toward the hiring of Mr. Costa. Barbara Henry agreed that the Region is top heavy with administration for the number of students.

A motion was made by Robert Lowe to recommend that the BOF fund the \$5,000 contribution toward the hiring of Mr. Costa from Education Connection to facilitate a Strategic Plan for Region 12. The motion was seconded by Barbara Henry and approved 2-1. Russell Dirienzo opposed.

Town Christmas Tree

Barbara Henry reported that the Town Christmas Tree is dying. She has had the tree analyzed and it was determined that the tree will not make it. She explained that if the tree is to be replaced in the same area, drainage must be added because of the wetness of the area. She noted the option of lighting the tree in the field. This issue has been mentioned in the newsletter so that the townspeople are aware. The Board agreed to wait a bit longer before deciding how to move forward.

CL&P Pole Attachment Contract

Barbara Henry reminded the Board that she worked with the Town Attorney in reviewing this contract and has been told it is ok to sign. However, Barbara Henry is waiting for more info that came up in the legislature on this.

Cal Ripken Field – Future Field Restrictions

Barbara Henry commented that the field looks great. The Board discussed future field restrictions. It was agreed that no concession should be sold unless the Market is closed. Russell Dirienzo suggested that a schedule should be submitted to the Town on a monthly basis and approved by Barbara Henry to determine if any conflicts with Town activities exist.

A motion was made by Russell Dirienzo to set the future Cal Ripken Field restrictions of no lighting, no electronic score board, no advertisements on the fence, no concessions while the Roxbury Market is open, and a monthly schedule is to be submitted to the First Selectman who reserves the right to deny any games which conflict with any Town activities. The motion was seconded by Robert Lowe and carried unanimously.

Proposed Name of Cal Ripken field – “The Don Conway Youth Baseball Field”

Barbara Henry reported that the coaches suggested and everyone is in agreement that the new Cal Ripken field should be named “The Don Conway Youth Baseball Field”. She noted that Don Conway played in the Minors and maintained the field in the 1960s using much of his own money to do so. Family member, James Conway, came forward and gave a history of Don Conway and reported that the family approves of honoring Don Conway in this way.

A motion was made by Barbara Henry to name the new Cal Ripken Field behind Town Hall “The Don Conway Youth Baseball Field”. The motion was seconded by Robert Lowe and carried unanimously.

Donation to Roxbury's Resident Relief Fund by the Diebold family

Barbara Henry reported that the Diebold family had an estate sale and donated the proceeds from the sale to the Roxbury Resident Relief Fund, which totaled \$9,000. A thank you on behalf of the BOS was sent to the family for this most generous gift.

Blight Ordinance

Barbara Henry reported that more work will need to be done with regard to the proposed Blight Ordinance and suggested a formation of a Committee. Further discussion regarding the proposed Blight Ordinance was tabled.

Fire Marshal's Reports – April & May

Barbara Henry reviewed the Fire Marshal's Reports for April and May.

OTHER BUSINESS

Barbara Henry reminded the Board that Bill Steers Sr. had filed a Veteran's tax exemption with the Town, which was credited to his son in error for 12 years. The Tax Assessor could only credit him 6 years by Statute.

A motion was made by Russell Dirienzo to credit Bill Steers Sr. the additional 6 years of the 12 years of the veteran's exemption that he did not receive totaling \$246.12. It will come from the First Selectman's Discretionary Fund. The motion was seconded by Robert Lowe and carried unanimously.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:52 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully Submitted

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JULY 5, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo, Selectman; and Tammy McVey-Camilleri of Voices.

APPROVAL OF MINUTES

Regular Meeting held June 6, 2011

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting held June 6, 2011. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

Motion by Barbara Henry to add to the list of tax refunds James Connolly in the amount of \$242.73. The motion was seconded by Russell Dirienzo and carried unanimously.

Motion by Russell Dirienzo to approve the following tax refunds:

- VW Credit Leasing Ltd. - \$91.99
- Pedro or Judy Hecht - \$10.50
- James Connolly - \$242.73

The motion was seconded by Barbara Henry and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

There was not anyone present from the public for comment.

COMMISSIONS AND BOARDS APPOINTMENTS

Barbara Henry explained that although Erika Ketchum was reappointed to the Conservation Commission she had previously expressed her desire to resign.

Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to rescind appointment of Erika Ketchum to the Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012

Motion by Barbara Henry to table the appointment to the Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Barbara Henry to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Motion by Barbara Henry to table the appointment to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Motion by Barbara Henry to table the appointment to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Diesel tank upgrades – Town Meeting approval

Barbara Henry reported that approval was received at Town Meeting to perform the diesel tank upgrades. North East Tank Services was hired and have begun the work on this project.

Town Constable Extra Duty

Barbara Henry explained that the extra duty pay for the Town Constable runs through the Town's payroll. The officer has agreed to sign an acknowledgment that extra duty hours do not go toward regular hours with respect to full time employment. Due to FICA, Social Security, Medicare costs and the increase in gas prices the Town would like to increase the fee charged per hour for extra duty.

Motion by Russell Dirienzo to increase the fee for private duty constable for residential use to \$50 per hour with \$15 of that fee towards the Town's expenses. The fee for business use shall increase to \$80 per hour with \$40 towards the Town's expenses. There shall be a 3 hour minimum for any private duty constable. The motion was seconded by Barbara Henry and carried unanimously.

LEEF – Town Meeting Approval

Barbara Henry explained that this was a reimbursable grant for which funding had been determined at the BOF meeting. This did not have to be on tonight's agenda.

Fire House renovation project update

Barbara Henry noted that they are awaiting the receipt of the windows before the work begins. The work is expected to start within two weeks.

CIRMA

Barbara Henry reported that the same rate paid for the Town's L-A-P policy over the past 6 years has been extended through 2014 and there will be a decrease in the Worker's Compensation renewal for 2011-2012. She noted that the Town received a \$2,083 dividend from CIRMA this year.

IT Support for Town Hall and Senior Center

Barbara Henry reported that effective July 1, 2011 Info-Plexus of New Milford will be the Town Hall and Senior Center's new IT Support. She explained that she checked out other companies and prices and this change afforded the Town cost savings.

Region 12 Long Range Planning Committee – proposed members from Roxbury

Barbara Henry noted that only two members will represent Roxbury on the Region 12 Long Range Planning Committee. Gary Lord has expressed an interest. Russell Dirienzo suggested that Robert Lowe would be an ideal choice for the other member if they allow 3 or as a backup for her. Barbara Henry agreed to discuss this with Robert Lowe.

STEAP Grant Requests-South Street & Hurlburt Park Softball & Soccer Fields 8-24 & Solar Panels – 8-24

Motion by Russell Dirienzo to request an 8-24 referral from Planning for the Solar Panels, South Street (phase 2) & Hurlburt Park Softball & Soccer Fields. The motion was seconded by Barbara Henry and carried unanimously.

Blight Ordinance

Barbara Henry noted that there is no further information to review regarding the proposed blight ordinance at this time.

Motion by Barbara Henry to table discussion regarding the proposed blight ordinance. The motion was seconded by Russell Dirienzo and carried unanimously.

Fire Marshal's Reports – June

Barbara Henry reported that the June Fire Marshal's Report has not been received.

Motion by Barbara Henry to table the review of the June Fire Marshal's Report. The motion was seconded by Russell Dirienzo and carried unanimously.

OTHER BUSINESS

Motion by Barbara Henry to add the Town's Christmas tree and CT Dept. of Labor special assessment to the agenda. The motion was seconded by Russell Dirienzo and carried unanimously.

Town Christmas Tree

Barbara Henry reported that Mr. Szymanski called her office and has a 25-foot spruce tree on his property that he has offered to the Town. She would like to send the tree warden out to view the tree and possibly build up the current area for the tree so that this tree can be planted in its place. Russell Dirienzo was in favor of this idea.

CT DOL Special Assessment

Barbara Henry explained that the State has borrowed money from the federal government to pay unemployment. They are levying a special assessment upon CT employers to repay this loan due in August. She expressed her outrage with this proposal and urged those who feel the same to contact their Senators and Representatives.

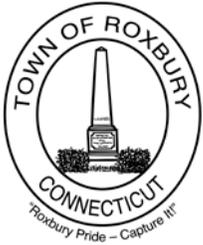
Motion by Barbara Henry to adjourn at 7:50 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING AUGUST 1, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen; and Jack Coraggio of Litchfield County Times.

APPROVAL OF MINUTES

Regular Meeting held July 5, 2011

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting held July 5, 2011. The motion was seconded by Robert Lowe and carried unanimously. The Board thanked the Secretary for always doing a great job with the minutes.

TAX REFUNDS

Motion by Barbara Henry to add to the list of tax refunds Donna Zehring in the amount of \$56.89. The motion was seconded by Russell Dirienzo and carried unanimously.

Motion by Russell Dirienzo to approve the following tax refunds:

- Janet Stole - \$10.41
- Andre Thibodeau - \$11.90
- Mary Ellen Whaley - \$18.68
- Lewis Latanzi - \$19.14
- Donna Zehring - 56.89

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

There was not anyone present from the public for comment.

COMMISSIONS AND BOARDS APPOINTMENTS

Inland-Wetlands Commission – 4 yr. term 09/01/2011 – 08/31/2015

Barbara Henry reported that IWC Commission Member Jan Napier's term is up and she wishes to step down after 13 years of service to the IWC. The BOS thanked Jan Napier for her 13 years of work with the Commission. It was noted that John Smoliga, whose term is also up the end of August 2011, will be moved up from Alternate member to Regular member to fill Jan Napier's position on the Commission.

Motion by Barbara Henry to appoint John Smoliga to the Inland-Wetlands Commission for a 4 yr. term 09/01/2011 – 08/31/2015. The motion was seconded by Robert Lowe and carried. Russell Dirienzo abstained (as Chairman of the IWC).

Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015

It was noted that an Alternate will be sought to fill John Smoliga's seat.

Motion by Barbara Henry to table the appointment of the Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015. The motion was seconded by Robert Lowe and carried. Russell Dirienzo abstained.

Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015

Russell Dirienzo agreed to discuss with Joe Quaranta whether he would like to be reappointed to the IWC.

Motion by Barbara Henry to table the appointment of the Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015. The motion was seconded by Robert Lowe and carried. Russell Dirienzo abstained.

ZBA – vacancy expiring 12/31/2013

Barbara Henry read aloud a letter of resignation from ZBA member Mary Wright and thanked her on behalf of the BOS for her 20 years of service. Alternate Judith Kelly will be moved up as a regular member of the board to fill this position.

Motion by Russell Dirienzo to appoint Judith Kelly to the ZBA – vacancy expiring 12/31/2013. The motion was seconded by Robert Lowe and carried unanimously.

ZBA, Alt. – vacancy expiring 12/31/2013

Motion by Russell Dirienzo to table the appointment of ZBA, Alt. – vacancy expiring 12/31/2013. The motion was seconded Robert Lowe and carried unanimously.

Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Barbara Henry to table the appointment to the Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012

Motion by Barbara Henry to table the appointment to the Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Barbara Henry to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Motion by Barbara Henry to table the appointment to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

Energy Task Force

Motion by Barbara Henry to table the appointment to the Energy Task Force. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Fire House renovation project update

Barbara Henry reported that work on this project will begin next week. A pod has been delivered to house all the windows when delivered.

Wellers Bridge Scour project update

Russell Dirienzo reported that work is scheduled to begin on 8/8/11. He has spoken with the contractor and inspected the machines to be used. He noted that the area is dry and feels the project will work out well.

Booth Free School playground update

Barbara Henry reported that the playground looks great. It is totally installed and will be inspected prior to the balance of the funds being released.

September 11 & Volunteer Recognition Picnic

It was agreed that the September 11 Ceremony and the Volunteer Recognition Picnic will be combined and held at the park on Sunday, September 11, 2011.

Award Minor Bridge renovation project

Barbara Henry reported that Schultz Construction had the low bid for the Minor Bridge project in the amount of \$618,417.50; however, the available funding is short \$51,000 for the construction and \$39,000 for the engineer. Barbara Henry explained that she can request the State move the balance of funds from a STEAP grant not used for the Judds Bridge project and move to be used for Minor Bridge. However, because this project is time sensitive due to the weather, she would like the BOS to request the BOF to fund the balance needed from the General Fund so the project can begin. She will seek approval to transfer the unused STEAP grant funds for Judds Bridge, understanding that it may or may not get approval. A Town Meeting will need to be scheduled for approval if the BOF agrees.

Motion by Russell Dirienzo to award the Minor Bridge project to Schultz Construction in the amount of \$618,417.50 contingent upon the BOF approving taking the shortage from the General Fund to use for this project until and if STEAP funds can be transferred to the project. If the BOF approves, a Town Meeting would be scheduled promptly so the project could get underway. The motion was seconded by Robert Lowe and carried unanimously.

Region 12 Long Range Strategic Plan

Barbara Henry reported that she attended a meeting of the BOE with Gary Lord to determine whether Region 12 will hire Long Term Planning Facilitator, Mr. Costa. It was determined that the BOE would take another month to make this decision.

Barbara Henry reported that Roxbury would have three representatives with the Long Term Planning Committee, which would include herself and Gary Lord. It was agreed that the final representative should be Kevin Kennedy since he has children in the system and has asked to be appointed. Barbara Henry will follow up with Mr. Kennedy.

CIRMA dividend check

Barbara Henry reported that a CIRMA dividend check in the amount of \$2,883 was received and questioned whether this should be used to alleviate risk. Russell Dirienzo agreed and suggested that it be used to increase police presence at Roxbury Falls, which is one of the Town's greatest risks for potential liability. He explained that there are so many non-residents using the area that Roxbury residents cannot get to the water. The Town allows for any non-resident to pay for a sticker to use the parks; however, nobody parked at the Falls has stickers. The prohibition of jumping off the bridge, the use of swings and the garbage left behind should all be strictly enforced. Russell Dirienzo requested the rope swing be cut down.

Barbara Henry agreed that this presents a great danger and that hiring the Town Constable to patrol the area with the CIRMA dividend funds would be a good idea. She added that Hodge Park has also seen a lot of damage and garbage this season.

Motion by Russell Dirienzo to send a letter to the State Police requesting that they patrol Hodge Park. The motion was seconded by Robert Lowe and carried unanimously.

Blight Ordinance

Motion by Barbara Henry to table the discussion regarding a Blight Ordinance. The motion was seconded by Russell Dirienzo and carried unanimously.

Fire Marshal's Reports – June, July

The Fire Marshal's Reports for June and July were reviewed. It was noted that there were 22 calls in June and 10 calls in July.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Litchfield Hills Chore Service, a State Request regarding encroachments and CL&P tree trimming. The motion was seconded by Robert Lowe and carried unanimously.

Litchfield Hills Chore Service

Barbara Henry happily reported that Roxbury has been accepted in the Litchfield Hills Chore Service. This service keeps the elderly and disabled residents safe and comfortable in their homes. She noted that this service provides both jobs and assistance to those who are in need. The Town paid \$800 to become part of this; however, the service relies heavily upon donations. The Municipal Agent, Jerrilynn Tiso, will be very involved with the program.

State Request Regarding Encroachments

Barbara Henry noted the receipt of a copy of a letter written to the Town of Bethlehem sent from the DOT. It described the DOT's objective to remove all illegal encroachments on State roads. Flea market signs were cited as examples of such encroachments. Such signs will be removed by the DOT and the amount of \$525 will be billed to the sign's owners.

CL&P Tree Trimming

Barbara Henry reported that CL&P will be doing tree trimming in September in the South East section of town. CL&P will request the permission of adjoining property owners for the tree trimming.

Motion by Barbara Henry to enter into executive session at 8:05 PM to discuss the beginning of negotiations for land acquisition. The motion was seconded by Russell Dirienzo and carried unanimously.

Motion by Barbara Henry to exit executive session at 8:15 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

ADJOURNMENT

Motion by Russell Dirienzo to adjourn at 8:15 PM. The motion was seconded by Robert Lowe and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING SEPTEMBER 6, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:00 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen; Bradleigh Huizinga of Voices and Jack Coraggio of Litchfield County Times.

APPROVAL OF MINUTES

Regular Meeting held August 1, 2011

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held August 1, 2011. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Timothy Segerson - \$5.37
- Gregory Kress - \$29.99
- Daimler Trust - \$86.89
- Laure Terzini or John Rankin - \$46.27
- Deborah Brown - \$48.91
- Gerard or Maureen McWeeny - \$42.21
- Christopher Brigham - \$26.05
- Michael Zack - \$33.89
- Nancy Schoenholtz - \$8.81
- Laura German/Jeffrey Walker - \$10.19
- Financial Svc Veh Trust - \$128.52

The Motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Peter Filous commented that the Town did a great job recovering from Irene.

COMMISSIONS AND BOARDS APPOINTMENTS

Inland-Wetlands Commission, Alt. - 4 yr. term 09/01/2011 - 08/31/2015

Motion by Barbara Henry to appoint Mat Roush to the Inland-Wetlands Commission, Alt. - 4 yr. term 09/01/2011 - 08/31/2015. The motion was seconded by Robert Lowe and carried. Russell Dirienzo abstained.

Inland-Wetlands Commission, Alt. - 4 yr. term 09/01/2011 - 08/31/2015

Barbara Henry noted that there are two possible candidates for this position, which the Board will need the opportunity to meet with to make a selection; however, there may be an additional opening available soon.

Motion by Barbara Henry to table the appointment of the Inland-Wetlands Commission, Alt. 4 yr. term 09/01/2011-08/31/2015. The motion was seconded by Robert Lowe and carried. Russell Dirienzo abstained.

Roxbury Museum - Vacancy exp.11/30/2013

Motion by Russell Dirienzo to appoint Laura Miller to the Roxbury Museum - Vacancy exp. 11/30/2013. The motion was seconded by Robert Lowe and carried unanimously.

ZBA, Alt. - vacancy expiring 12/31/2013

Motion by Russell Dirienzo to appoint Karen Kopta to the ZBA, Alt. - vacancy expiring 12/31/2013. The motion was seconded by Robert Lowe and carried unanimously.

Conservation Commission, Alt. - 4 yr. term - 07/01/2011 - 06/30/2015

Motion by Barbara Henry to table the appointment to the Conservation Commission, Alt. - 4 yr. term- 07/01/2011 - 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Lake Lillinonah Authority - 4 yr. term - vacancy expiring 12/31/2012

Motion by Barbara Henry to table the appointment to the Lake Lillinonah Authority - 4 yr. term- vacancy expiring 12/31/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Barbara Henry to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Fire House Renovation - Update

Barbara Henry reported that the windows were delivered before the storm; however, the removal of the siding was delayed due to the storm. The work on this project will resume this week.

Wellers Bridge Scour - Update

Barbara Henry reported that the work did not get done during the month of August as anticipated and now the river is too high to do the work at this time; the scour is most likely worse due to the storm. Work will resume once the river recedes.

Booth Free School Playground – Update

Barbara Henry reported that the playground project is complete and the PTO held a ribbon cutting on September 1st. The principal suggested and the State approved the installation of a sandbox if we have remaining funds.

Town Meeting for Solar Panels

An 8-24 Referral will be sent to Planning for review at their meeting on Thursday. Barbara Henry asked for an expedited response from Planning and noted that a Town Meeting should be scheduled for next week.

Motion by Robert Lowe to authorize the First Selectman to schedule a Town Meeting for Solar Panels. The date will be Thursday, September 15. The motion was seconded by Russell Dirienzo and carried unanimously.

Hurricane Irene

Barbara Henry reported that the Town was very prepared for Hurricane Irene. Then the Nextel phones didn't work, the Town Hall's generator did not work, but it was repaired the following day and the Town Hall was opened as an emergency center providing information, coffee, water and use as a charging station for cell phones to the townspeople. The Town did not have to open the Senior Center as a shelter; although, some used the center for showering. She commended the Emergency Management Director, the Fire Department and Public Works on an outstanding job.

Volunteer Recognition and 9/11 Ceremony

This year the Fire Department, Ambulance Association, Public Works Department and Police will be recognized for all their exemplary work during this year's difficult winter, spring rains and recent hurricane. This year's Volunteer Recognition coincides with the 10th anniversary of Patriot Day for which a 9/11 Ceremony will be held. Barbara Henry encouraged everyone to attend the ceremony and picnic.

Blight Ordinance

Motion by Barbara Henry to table the Blight Ordinance discussion. The motion was seconded by Robert Lowe and carried unanimously.

Fire Marshal's Report - August

Motion by Barbara Henry to table the review of the Fire Marshal's Report- August. The motion was seconded by Robert Lowe and carried unanimously.

OTHER BUSINESS

Motion by Barbara Henry to add to the agenda discussions regarding the use of a floating Town Constable and response to the swing at Roxbury Falls letter to the editor in Spectrum. The motion was seconded by Russell Dirienzo and carried unanimously.

State Trooper

Barbara Henry noted that 60 State Troopers were laid off, one of which had formerly worked for Roxbury. She discussed with him the possibility of working as a "floater" constable. He was very interested and not looking for set hours. He would be willing to work on occasions when extra help is needed to fill in for a vacationing constable or special events. Barbara Henry agreed to research costs for this further if the Board agreed there was an interest.

Motion by Robert Lowe to allow the First Selectman to pursue the option of a floating Town constable. The motion was seconded by Russell Dirienzo and carried unanimously.

Swing at Roxbury Falls

Russell Dirienzo reported that he wrote a letter in response to the letter published in the Spectrum regarding the removal of the swing under the bridge at Roxbury Falls. It was noted that the swing was removed for reasons of liability. Mr. Dirienzo commented that we have been lucky no one has been hurt. The Town should not wait for that to happen before taking down the swing, especially when the Town jumps hurdles to meet safety standards elsewhere. The Selectmen agreed.

ADJOURNMENT

Motion by Russell Dirienzo to adjourn at 7:25 PM, the motion was seconded by Robert Lowe and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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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, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe, Selectmen

APPROVAL OF MINUTES

Regular Meeting held September 6, 2011

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held September 6, 2011. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Catherine B, Masi Inc. - \$13.79
- DCFS Trust - \$127.82
- Carlos DaFonte - \$59.48
- Carlos DaFonte - \$38.42
- Minglewood Tree - \$44.03
- David Plourde - \$6.37
- Honda Lease Trust - \$33.15
- Honda Lease Trust - \$74.19

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

There was not anyone from the public present.

COMMISSIONS AND BOARDS APPOINTMENTS

Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015

Russell Dirienzo stepped down from this discussion.

Barbara Henry explained that this position is to fill an expired term. There is a person who has expressed an interest in serving on IW and the BOS would like for them to sit in on a meeting first before being considered for the position.

Motion by Barbara Henry to table the appointment of the Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015. The motion was seconded by Robert Lowe and carried.

Russell Dirienzo was reseated.

Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015

Barbara Henry reported that there is a person who has expressed an interest in this position and the BOS would like for them to sit in on a meeting first before being considered for the position.

Motion by Barbara Henry to table the appointment to the Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012

Motion by Barbara Henry to table the appointment to the Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Barbara Henry to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Award for 2012 Revaluation

Barbara Henry reported that the 2012 Revaluation went out to bid and four responses were received. The Assessor, Linda Bertaccini, reviewed the bids and wrote a letter of recommendation for Vision Government Solutions, who also come in as the low bid.

Motion by Russell Dirienzo to award the 2012 Revaluation to Vision Government Solutions for the amount of \$31,700. The motion was seconded by Robert Lowe and carried unanimously.

Update - Fire House Renovation

Barbara Henry reported that this project is moving along and going quite well. Olympus Construction is doing a very good job.

Update - Wellers Bridge Scour

Barbara Henry explained that a dry weather pattern is needed to begin this project. Russell Dirienzo volunteered to monitor the conditions and make sure that work is ready to begin when it is feasible.

Ambulance Association

Robert Lowe reported that the Cemetery Association was approached by the Ambulance Association and asked to bring forth a request to explore the possibility of building a new building for the ambulance association in the field across from Rt. 199. The upgraded ball field behind the Fire House, the current location of the Ambulance Association, makes an addition difficult. Mr. Lowe, as a member of the Cemetery Association, spoke with Dudley Diebold who agreed to this proposal.

Barbara Henry commented that this is a very generous offer by the Cemetery Association. Barbara Henry noted that she is on the Ambulance Association, but not the committee assigned to research building options. However, as First Selectman she disagrees with this proposal. She stated that the future of the volunteer ambulance association should first be studied. She feels an addition can still be done on the existing building as well as a stand-alone building on the fire house site. She added that during storms, etc., the Fire and Ambulance volunteers work well together and it's nice having them all in one location as just experienced during Hurricane Irene.

Russell Dirienzo agreed that if going forward the Ambulance Association becomes paid, it would also become regional and a new building would not be needed. He noted that there has always been a ball field behind the building; therefore, its upgrade is not a new issue. Additionally, the population of Roxbury is declining.

Barbara Henry suggested that the Committee research the options and come before the BOS with their proposal. Robert Lowe explained that the Cemetery Association controls these properties; therefore, this is not the Town's decision provided that taxpayers' money is not used to fund or upkeep. The Selectmen understood that. However, the details need to be forthcoming, i.e. whether or not the town will be asked to own the building or support it. Robert Lowe commented that the Roxbury Bridgewater Garden Club is building a beautiful garden at the entrance of the Cemetery in honor of Mrs. Diebold.

Road Issues – Gravel and Paved

Barbara Henry reported that she has been working with Doug DiVesta to find a solution for the constant drainage issues on Schoolhouse Rd. It is a very difficult road and paving the hill should be considered, as should other dirt roads with steep hills. Russell Dirienzo agreed, as long as two-thirds of the residents are also in agreement. Mallory

Rd., Crossbrook Rd., Mine Hill Rd. were mentioned for consideration, noting that the Town is spending a lot of money trying to maintain these dirt roads when a bond should be considered for drainage and paving the hills.

The Board agreed that Barbara Henry should devise a list of dirt roads where sections could be paved for the BOS to review, approve, obtain bids and bring before the Board of Finance. Russell Dirienzo added that paved roads that are in need of work should be reviewed as well. A vibrating roller recommended in previous years' budgets but deleted by the BOF should be revisited.

FEMA & Botsford Hill Culvert Replacement

Barbara Henry reported that a quick estimate for the culvert replacement on Botsford Hill was done and submitted as part of the FEMA request.

Town Christmas Tree

It was noted that the Town Christmas Tree is dead and should be taken down. The tree in the field next to the Market/Post Office/Bank should be lit this December and the festivities moved to the field. A gravel walkway leading to it can be added. Barbara Henry said running electricity to the tree is being looked at.

Blight Ordinance

Motion by Barbara Henry to table the Blight Ordinance discussion. The motion was seconded by Robert Lowe and carried unanimously.

Town Constable

Barbara Henry reminded the Board that permission to research costs for a floating Constable was granted at last month's meeting. She reported that only a uniform would be required. It was clarified that hours would not be taken from Mike Rice and that this position would be an "on call" position for when the Town Constable is on vacation, on leave or for special events. Robert Lowe noted that on today's news it was reported that all the laid-off troopers will be hired back. The Board agreed that we should move forward with hiring the person in mind but the status of his availability should be confirmed. Barbara Henry noted she understood that he was not laid off; he was retiring effective October 1, 2011.

Fire Marshal's Reports – August

Barbara Henry noted that the Fire Marshal reported 46 calls in August mostly due to Hurricane Irene-related issues.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Fiscal Year 2010 Homeland Security Grant Program Resolution for a Memorandum of Understanding. The motion was seconded by Robert Lowe and carried unanimously.

Homeland Security Grant Program Resolution

Motion by Russell Dirienzo to accept the following Resolution:

Resolved, that the Town of Roxbury may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and Further resolved, that First Selectman Barbara Henry is authorized and directed to execute and deliver any and all documents on behalf of the Town of Roxbury and to do and perform all acts and things which he/she 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.

The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to add to the agenda East River Energy, the Archdiocese of Hartford, and Solar Panels. The motion was seconded by Robert Lowe and carried unanimously.

East River Energy

Barbara Henry reported that the Town received a prepay price of \$3.00 per gallon through the consortium for gasoline.

Archdiocese of Hartford

Barbara Henry reported that she received a check in the amount of \$3,400 from the Archbishop's Annual Appeal of the Archdiocese of Hartford for charitable services. This will be used towards fuel assistance. She will be sending a thank you note for this generous donation.

Solar Panels

Barbara Henry reported that the Solar Panels were approved at Town Meeting; however, she received a call the next day from DCS explaining that Booth Free School cannot be included because the flat roof panels are no longer available. She noted that the purchase price to the Town of \$1.00 after 5 years has been rescinded and there will be no cost at all to the Town.

EXECUTIVE SESSION

Property Swap

Motion by Russell Dirienzo to convene in executive session at 8:31 PM. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to exit executive session at 8:39 PM. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to not pursue a property swap proposal on Lower Falls Road because the Town would lose river front. Seconded by Robert Lowe and carried unanimously.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:40 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING NOVEMBER 7, 2011

CANCELLATION NOTICE

The Regular Meeting of the Board of Selectmen scheduled for November 7, 2011 was cancelled. The next regular meeting of the Board of Selectmen is scheduled for December 5, 2011 at 7:30 PM.



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN REGULAR MEETING DECEMBER 5, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:32 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen, Molly Wright, Scout Pack 465, Bradleigh Huizinga and Jack Coraggio, press.

Barbara Henry welcomed Cub Scout Wolf Pack 465. Russell Dirienzo noted that the scouts were shown around Town Hall, learned about the history of the town, learned how to raise the flag and are sitting in on a portion of the Selectmen's meeting.

Barbara Henry asked for a moment of silence in memory of Bud Squire who passed away in November. Bud served the Town in many venues over the years but most recently on the River Road Pond Board. She described him as one of the happiest people she ever met. She thanked Bud for all he did for this community.

Barbara Henry also asked to remember Judith Smith, Ryan Ruscoe and Lucille Dee, all residents who passed away within the past few weeks. She also thanked the BOS and the community for their support and expressions of condolences on the recent death of her father.

APPROVAL OF MINUTES

Regular Meeting - October 3, 2011

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held October 3, 2011. The motion was seconded by Robert Lowe and carried unanimously. It was noted that the November meeting was cancelled.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Ari Fleet LT - \$165.84
- Jeremy Johnson - \$12.62
- Matthew Light - \$32.82
- Toyota Motor Credit Corp. - \$330.59
- Toyota Motor Credit - \$14.96
- USB Leasing LT - \$45.54
- USB Leasing LT - \$27.12
- VW Credit Leasing - \$172.98

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Russell Dirienzo thanked First Selectman Barbara Henry for a great job during both the hurricane and the snow storm. He made note of the Letter to the Editor in the Voices showing appreciation for Barbara Henry's leadership during the storm from a member of the public. Selectman Dirienzo reported that he has been approached by many members of the community asking that Barbara Henry be publicly acknowledged for the wonderful job during this difficult time. Russell Dirienzo noted that this town functioned better than any other town around during the snow storm due to her leadership.

Barbara Henry thanked Russell Dirienzo for his kind words and explained that it is the collaborative effort between the town's employees, volunteers and residents that allow the town to function so well. She noted that everyone is fortunate to live in such a special town.

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015

Motion by Russell Dirienzo to appoint Barbara Mousted to the Conservation Commission, Alt. – 4 yr. term – 07/01/2011 – 06/30/2015. The motion was seconded by Robert Lowe and carried unanimously.

Council on Aging – vacancy expiring 12/31/2014

Barbara Henry read aloud a letter of resignation from Jeannine Green. The Board accepted her resignation, thanked her for her service and wished her well.

Motion by Russell Dirienzo to appoint Pat Lowe to the Council on Aging – vacancy expiring 12/31/2014. The motion was seconded by Barbara Henry and carried. Robert Lowe abstained.

Council on Aging – 4 yr. term 01/01/2012 – 12/31/15

Motion by Russell Dirienzo to reappoint Rev. Michael Phillips to the Council on Aging – 4 yr. term 01/01/2012 – 12/31/15. The motion was seconded by Robert Lowe and carried unanimously.

Council on Aging – 4 yr. term 01/01/2012 – 12/31/15

Motion by Russell Dirienzo to reappoint Jan Steers to the Council on Aging – 4 yr. term 01/01/2012 – 12/31/15. The motion was seconded by Robert Lowe and carried unanimously.

Emergency Preparedness Director, Asst. – 12/01/2011 – 11/30/2013

Motion by Russell Dirienzo to reappoint Brien Cartagena as the Emergency Preparedness Director, Asst. - 12/01/2011 – 11/30/2013. The motion was seconded by Robert Lowe and carried unanimously.

Historic District Commission – 4 yr. 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to reappoint Lincoln Turner to the Historic District Commission – 4 yr. 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015

Motion by Barbara Henry to appoint Andy Engle to the Inland-Wetlands Commission, Alt. – 4 yr. term 09/01/2011 – 08/31/2015. The motion was seconded by Robert Lowe and carried. Russell Dirienzo abstained.

Lake Lillinonah Authority – 4 yr. term – vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term - vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah Authority – 4 yr. term – 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term – 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

Newtown Board of Health – 4 yr. term – 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to reappoint Bernie Meehan to the Newtown Board of Health – 4 yr. term – 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

Newtown Board of Health – 4 yr. term – 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to reappoint Rev. David Peters to the Newtown Board of Health – 4 yr. term - 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

NW Public Safety Commission – 4 yr. term - 12/01/2011 – 11/30/2015

Motion by Russell Dirienzo to reappoint Bernie Meehan to the NW Public Safety Commission – 4 yr. term - 12/01/2011 – 11/30/2015. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board vacancy expiring 03/31/2012

Motion by Russell Dirienzo to table the appointment to the River Road Pond Board vacancy expiring 03/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Museum Commission – 4 yr. term - 12/01/2011 – 11/30/2015

Motion by Russell Dirienzo to reappoint Jeannine Green to the Roxbury Museum Commission – 4 yr. term - 12/01/2011 – 11/30/2015. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Tree Warden – 1 yr. term - 12/01/2011 – 11/30/2012

Motion by Russell Dirienzo to reappoint David Gardner to the Roxbury Tree Warden – 1 yr. term - 12/01/2011 – 11/30/2012. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Tree Warden, Asst. – 1 yr. term - 12/01/2011 – 11/30/2012

Motion by Russell Dirienzo to reappoint Butch Finch to the Roxbury Tree Warden, Asst. – 1 yr. term - 12/01/2011 – 11/30/2012. The motion was seconded by Robert Lowe and carried unanimously.

Special Constable RC92 – 1 yr. - 12/01/2011 – 11/30/2012

Motion by Russell Dirienzo to reappoint Mo Clark to the Special Constable RC92 – 1 yr. - 12/01/2011 – 11/30/2012. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Board of Appeals – vacancy expiring 12/31/2014

The resignation of Jean O'Reilly from the ZBA was read and accepted. Barbara Henry thanked Jean for her service and explained that she would like to move member Margaret Miner up from an alternate to a regular member to fill this position.

Motion by Russell Dirienzo to appoint Margaret Miner to the Zoning Board of Appeals – vacancy expiring 12/31/2014. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Board of Appeals, Alt. – vacancy expiring 12/31/2013

Motion by Russell Dirienzo to appoint Harvey Yaverbaum to the Zoning Board of Appeals, Alt. – vacancy expiring 12/31/2013. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission – 4 yr. term 01/01/2012 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Commission – 4 yr. term 01/01/2012 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission, Alt. – 4 yr. term 01/01/2012 – 12/31/2016

Motion by Russell Dirienzo to reappoint Kim Tester to the Zoning Commission, Alt. – 4 yr. term 01/01/2012 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Molly Wright

Barbara Henry explained that the Board of Selectmen invited Molly Wright to this meeting to honor her 20 years of service as a volunteer on the ZBA. She presented Ms. Wright with an engraved plate with thanks and appreciation.

Annual Christmas Tree Lighting

Barbara Henry noted that the traditional town Christmas tree would not be lit this year. Due to the weight of the lights, snow and possible wind, the branches would break. She explained that the tree will need to be taken down. Robert Lowe suggested that the tree that was lit this year be considered as the future town Christmas tree.

Resident Trooper

Barbara Henry reported that Resident State Trooper Kevin Anderson's last day was November 30th. He is a Colonel in the U.S. Marines and will be beginning his third tour in Afghanistan for the next year. Trooper Mike Saraceno will be the town's new trooper until Trooper Anderson returns.

Cell Tower Meeting – November 17

Barbara Henry reported that the meeting regarding the proposed cell towers went well. AT&T will be submitting an application to the Siting Council for one tower at either of two sites; the one on Transylvania Road or Southbury Road. She will let the public know when the application is filed and the date for the Public Hearing before the Siting Council.

Storm Debris Removal

Barbara Henry noted that there has been an unbelievable amount of clean up required from the storm. The Town had to clear one of the State roads in order to get access out of town. Local contractors were hired to help. The cost for contractors is expected to be over \$50,000. The expected cost for the Town Crew's time is \$64,000. The Town Aid Road fund is being used to cover these costs. The Town will try to recover as much as possible of these funds from FEMA.

She explained that Kim Baron has been working on the FEMA application, which is a very long, tedious and frustrating process. She complimented Kim Baron on all her hard work with FEMA for the last 3 storms. It hasn't been easy keeping track of all the costs involved.

Update - Fire House renovation

Barbara Henry reported that the outside renovation of the Fire House is finished. She is confident that it will be completed by the end of December, when the grant is up.

Update - Wellers Bridge Scour

Russell Dirienzo explained that he believes that the Wellers Bridge scour has corrected itself throughout the recent storms. It was agreed that the tree should still be removed and the engineers should take a look at the site and make new recommendations.

Veteran's Memorial Donation

Barbara Henry reminded the Board that Jeannine Green made a \$400 donation to pay for the Roxbury veterans' names sent in to be on Governor Rell's Honor Roll of Heroes at \$1 each. The State accepted the 128 names sent in thus far. Barbara Henry read aloud a letter from Jeannine Green authorizing the use of the balance of the donation for the Resident's Relief Fund. The BOS thanked Jeannine for her generosity.

Solar Panels

Barbara Henry noted her disappointment that this program has been cancelled. The funds were coming from the Federal Government and a private investor who pulled out of the project due to legal issues. She read aloud a letter received by the Town explaining the issue and noting that if a new funding partner is found the Town will be contacted.

Road Issues – Gravel and Paved

Barbara Henry noted that she has begun the process of coming up with a plan; however, there have been many distractions with the storms. The Board agreed to table this topic.

Mallory Road Drainage

The Board reviewed Doug DiVesta's drainage plan. It was noted that once catch basins were installed the Road could be paved. Regardless if it is paved in the future, the drainage needs to be done. The Board agreed that the drainage plan should go out to bid. Robert Lowe suggested that the Town look into obtaining millings. Barbara Henry agreed that she would look into storing some millings, but noted that they would need a project to apply the millings to. Russell Dirienzo noted that the millings do not work on steep hills and must be screened, oiled and used on a straightaway.

Blight Ordinance

Motion by Russell Dirienzo to table the discussion regarding Blight Ordinance. The motion was seconded by Robert Lowe and carried unanimously.

Town Constable New Hire Update

Barbara Henry reported that the cost of a polygraph, drug screening and uniforms for a back-up Town Constable will be approximately \$1,500. Russell Dirienzo agreed that a back-up constable is needed to fill in or work extra hours. He clarified that this is not to take hours from or replace the current Constable.

Motion by Russell Dirienzo to approve the \$1,500 cost analysis for the post certification of a constable to be hired. The motion was seconded by Robert Lowe and carried unanimously.

Bluebird Boxes

Barbara Henry reported that the estate of Joe O'Brien donated the bluebird boxes he made and sold from his barn to the Town. There will be a talk at the three elementary schools where each of the children will be given a bluebird box. The Board agreed that the balance of the bluebird boxes should be sold for \$20 apiece to benefit the Roxbury Resident Relief Fund.

Fire Marshal's Reports – September & October

The Fire Marshal's Reports were read. There were 10 calls in September and 25 calls in October.

OTHER BUSINESS

Motion by Barbara Henry to add to the agenda the Giving Tree and the Energy Assistance Program. The motion was seconded by Russell Dirienzo and carried unanimously.

Giving Tree

Barbara Henry reported that the Giving Tree is set up at Town Hall. She noted that the townspeople have always been very generous in helping their neighbors out and hoped that would be the case again this year.

Energy Assistance Program

A memo from the Municipal Agent, Jerrilynn Tiso, was read aloud. She warns that due to cut backs in funding and staff in this department, applications for Energy Assistance are taking up to 45 days to process. The result is that people are already running out of oil and are turning to the Town for help. The Board agreed that Barbara Henry should contact the legislators regarding this issue.

EXECUTIVE SESSION – PERSONNEL

Motion by Russell Dirienzo to convene in executive session at 8:31 PM. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to exit Executive Session at 9:00 PM. The motion was seconded by Robert Lowe and carried unanimously.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 9:00 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully Submitted

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

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

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING DECEMBER 15, 2011

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 8:30 AM.

Present: Barbara Henry, First Selectman; and Russell Dirienzo and Robert Lowe, Selectmen

BUSINESS

BOS Meeting Schedule for 2012

Motion by R. Dirienzo to approve the 2012 BOS meeting schedule. The motion was seconded by R. Lowe. Motion carried.

Holiday Schedule for 2012

Motion by R. Lowe to approve the 2012 Holiday schedule. The motion was seconded by B. Henry. Motion carried. R. Dirienzo abstained.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 8:35 AM. The motion was seconded by R. Lowe. Motion carried.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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