



Town of Burlington

BURLINGTON BOARD OF SELECTMEN REGULAR MEETING - TUESDAY, JANUARY 12, 2016

The meeting was called to order at 6:15PM. Present were First Selectman Ted Shafer, Selectmen Powell, Chard and Bereza. Also present was Finance Director Eleanor Parente and Town Attorney Duncan Forsyth.

Executive Session: A motion was made, seconded and passed unanimously to enter into Executive Session by Selectmen Chard and Powell at 6:16 PM to discuss Real Estate Acquisition Status and Potential Litigation: Clear Brook Road.

A motion was made, seconded and passed unanimously to end Executive Session and return to the regular meeting at 7:00 PM by Selectman Chard and Powell.

Foothills Trader – Ordinance: Discussed issues of the Foothills Trader delivering their papers via throwing the paper in driveways and not stopping delivery when requested by residents. It becomes a security issue for those that are not in town to receive unwanted newspapers, and for the Public Works Department when the papers get stuck in catch basins or scattered everywhere on the public roadway mixed with snow. Town Attorney Duncan Forsyth was present to discuss a Proposed Ordinance establishing the distribution of advertising matter and newspapers on private property and establishing the citation hearing procedure. There will be an informational session following the Annual Town meeting to discuss establishing the Ordinance.

Ordinance Committee: John Derewonko from the Ad Hoc Ordinance Committee was present to recommend endorsing a vendor to assist them in the charge to organize and update Ordinances. Vendor present was Suzanne Owens of General Code from Rochester, NY. Her company would review all current Ordinances, do an organizational analysis, an editorial analysis, and then advise Committee regarding Ordinance adoption process. Attorney Forsyth spoke in favor of hiring an organization to help with the process. Barbara Dahle commented on the cost and logistics of hiring an outside vendor.

A motion was made by Selectman Bereza and seconded by Selectman Chard endorsing the recommendation from the Ordinance Committee to hire General Code, with the Board of Finance approval for financing. The vote in favor was unanimous.

First Selectman Shafer suggested a motion be made to move Agenda Item 10 - C-PACE to Item 5. A motion was made by Selectman Chard and seconded by Selectman Bereza to move C-PACE to Item 5. The vote in favor was unanimous.

C-PACE: Present were Genevieve Sherman, Director of Commercial Programs and Nicholas Zuba, Manager of Commercial Programs from CT Green Bank to discuss the proposed C-PACE program and the required legislative body approval. This program facilitates energy improvements and renewable energy sources such as solar systems for commercial operations. There was a lengthy discussion.

A motion was made by Selectman Chard and seconded by Selectman Powell to approve a Resolution regarding adopting a C-PACE program to be brought to a Town Meeting for acceptance. The vote in favor was unanimous.



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Review/Accept Minutes of November 24, 2015 Regular Meeting and December 8, 2015 Regular Meeting: A motion was made by Selectman Chard and seconded by Selectman Powell to accept the November 24, 2015 minutes. The vote in favor was unanimous.

Selectman Bereza noted that a period was missing in the 2nd paragraph of citizen comment in December 8th minutes. A motion was made by Selectman Chard and seconded by Selectman Powell to accept the December 8, 2015 minutes as corrected. The vote in favor was unanimous.

Citizen Comment: Barbara Dahle commented on her dissatisfaction with the minutes from the previous meeting. She suggested videotaping BOS meetings.

Appointments to Boards and Commission: Emergency Management Director, Ron Roberts was present to request nomination for Kathy Zabel to fill the position of the Deputy Emergency Management Director. A motion was made by Selectman Chard and seconded by Selectman Bereza to appoint Kathy Zabel for a term beginning January 13, 2016 to June 30, 2017. The vote in favor was unanimous.

Ron Roberts presented James LoStocco as another candidate for the Deputy Emergency Management Director. A motion was made by Selectman Powell and seconded by Selectman Chard to appoint James LoStocco for a term beginning January 13, 2016 to June 30, 2017. The vote in favor was unanimous.

Tom Finan at 130 Deer Run was present to be considered to serve on the Conservation Commission. A motion was made by Selectman Chard and seconded by Selectman Bereza to appoint Tom Finan for a term beginning January 13, 2016 to June 30, 2017 on the Conservation Commission. The vote in favor was unanimous.

Annual Town Meeting: A draft of the Annual Town meeting agenda was reviewed. The Agenda was modified with an Informational Session added at the end of the Annual Town Meeting for proposed new ordinance regarding advertising matter and newspaper home delivery as well as citation hearing process.

Town Attorney Forsyth discussed the need for authorization for the First Selectman to sign a Grant Agreement and a Conservation and Public Recreation Easement/Agreement with the State of Connecticut for the Taine Mountain Property to be added to the agenda.

A motion was made by Selectman Chard and seconded by Selectman Powell to accept the Annual Town meeting agenda as discussed. The vote in favor was unanimous.

STEAP Grant: First Selectman Shafer discussed 2016 STEAP Grants deadline application for submission is January 15, 2016. The Town is proposing the following two grants:

- \$425,000 Phase 2 of Streetscape Project to continue up to CVS from Library Lane
- \$75,000 Asbestos removal on the Town Hall Annex Building and razing of the building

A motion was made by Selectman Chard and seconded by Selectman Powell to hereby authorize First Selectman Theodore C. Shafer to submit the 2016 STEAP Grant application as presented at the January 12, 2016 Board of



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Selectmen Meeting. The vote in favor was unanimous.

Selectmen's Reports:

Selectman Powell – Discussed news article regarding another Town regarding LOTCIP Funds.

Selectman Chard: Inquired about the following:

Have departments turned in budgets? First Selectman Shafer responded that everything is on track.

RFP for Website Vendors? First Selectman Shafer indicated January 22, 2016 is the submission deadline

Library Construction Project update? Library invited to next BOS meeting and will provide update

Executive Session: A motion was made, seconded and passed unanimously to continue executive session by Selectmen Chard and Powell at 9:27 PM to go back into Executive Session. Invited into executive session were Finance Director Ellie Parente, Town Attorney Forsyth, and Public Works Director Scott Tharau.

A motion was made, seconded and passed unanimously to end Executive Session return to the regular meeting at 10:09 PM by Selectman Chard and Powell. The vote in favor was unanimous.

A motion was made, seconded and passed unanimously to adjourn the BOS meeting at 10:30 PM by Selectmen Powell and Bereza. The vote in favor was unanimous.

Respectfully submitted:

Roger Powell
Secretary