



Town of Burlington

BURLINGTON BOARD OF SELECTMEN REGULAR MEETING

Tuesday, January 14, 2020 – Burlington Town Hall

1. **Call Meeting to Order** - Meeting was called to order at 7:04 PM. Present was First Selectman Ted Shafer, Selectmen Chard, Salsedo, Zabel, and recording clerk Allison Tharau. Selectmen Byrne arrived at 7:40pm.
2. **Review/Accept Minutes** – **Motion** made, seconded and passed unanimously to accept the Regular Meeting Minutes from December 10, 2019. (Salsedo/Zabel)
Motion made, seconded and passed unanimously to accept the Special Meeting Minutes from December 19, 2019. (Chard/Salsedo)
3. **Citizen Comment** – John Hebert, Conservation Commission, submitted a budget letter requesting the continuation of \$15,000 as town budget line item for open space.
4. **Appointments to Boards and Commissions** – Elizabeth Delano, 8 Doe Meadow, was present and expressed interest in filling the vacancy on the Parks & Recreation Commission.
Motion made, seconded and passed unanimously to appoint Elizabeth Delano to the Parks & Recreation Commission effective immediately to 6/30/2022. (Salsedo/Chard)

Motion made, seconded and passed unanimously to accept the resignation of Todd Coleman with regrets from the Economic Development Commission. (Zabel/Salsedo)

Motion made, seconded and passed unanimously to accept the resignation of Edward Yescott with regrets from the Burlington Police Department. (Chard/Zabel)
5. **Bridge Inspections** – The Town received notification from the State of CT DOT regarding need for inspections of certain bridges in Town. A proposal of \$15,000 (\$3,000 per bridge for 5 bridges) was received from WMC Engineering firm to inspect certain bridges and prepare reports for grant applications. Scott Tharau, DPW, is in favor of proceeding with engineer inspections/reports. The Board suggested obtaining an additional proposal from Cardinal Engineering on the bridge inspections before making their final decision.
6. **January Annual Town Meeting** – Per the Town Charter, the Annual Town Meeting will be held on Monday January 27, 2020 at 7:30pm at Town Hall. The Board discussed an agenda for the meeting and determined that the 2018-2019 Annual Report should be the only topic of discussion and that a Johnnycake Mountain Park presentation should be held in a separate forum. Following the close of the Annual Meeting, a Charter Review Public Hearing on proposed changes to the Town Charter will be held per statute.
Motion made, seconded and passed unanimously to approve the agenda as discussed for the Annual Town Meeting.
(Chard/Salsedo)

7. **Charter Review** – First Selectman Shafer attended the first Charter Review Committee meeting on January 13th and assisted the Board with an overview, member introductions, a vote of officers and determination of future meeting dates. The Committee will provide the BOS with updates on a periodic basis.

An email from appointed member Kathy Boulier was received and discussed at the meeting. She may not be able to participate due to health reasons.

8. **Reconstruction of Route 4-Punch Brook Road-Barnes Hill Road Intersection-Appropriation Request for \$44,000 for Design of Full Reconstruction of Route 4-Barnes Hill-Punch Brook**

It has been determined that the \$350,000 CT DOT Connectivity Grant money that the Town was awarded would provide a “low” level fix for Route 4/Barnes Hill/Punch Brook issues that might end up being removed/torn up when a “full complete” fix estimated to cost \$1.5 million and upwards was fully funded and instituted.

An immediate alternative project for the grant money has been suggested by CT DOT and our engineers. It would be to complete Phase 2 of the sidewalk/streetscape project in the center of town.

The Board of Finance is considering a \$44,000 total authorization to WMC Engineers to complete a “full” design construction ready documents for Route 4/Barnes Hill/Punch Brook intersection issues.

The Town could utilize documents to apply for much larger State grants & funding.

Motion made, seconded and passed unanimously to recommend to the Board of Finance to fund a total of \$44,000 (\$40,500 plus \$3500) for WMC Engineers to complete full design construction ready documents for the Route 4/Barnes Hill/Punch Brook intersection.

(Chard/Zabel)

9. **CT DOT Connectivity Grant-Change of Scope Approval** -Dave Dickson, Milone & MacBroom, was present and addressed the Board. He submitted a fee proposal to prepare a concept plan for Phase II of the Burlington Village Center Streetscape Improvements initiative. The design plan will be used to present to & seek change/scope approval of project related to the CTDOT Connectivity Grant award. The Phase II concept plan could also be utilized for a CT STEAP Grant application to cover the estimated delta in total project funding.

The span of CVS intersection to Library Lane along Route 4 is 1100 linear feet. The \$350,000 CT DOT Connectivity grant award would provide estimated 712 linear feet for streetscape/sidewalk from CVS to the pole on the Rivco property. Additional project funding estimated at \$190,000 would be required.

Motion made, seconded and passed unanimously to recommend funding to the Board of Finance \$5,000 plus \$500 per meeting to Milone & MacBroom to complete the concept plan for Phase II streetscape improvements. (Zabel/Salsedo)

10. **Selectmen’s Reports-**

Zabel – no report

Salsedo- no report

Chard- no report

Byrne- no report

Shafer- The PZC approved the final release of the performance bond for Stone Ridge Crossing Phase 1 on December 12, 2019 and has recommended to the Board the acceptance of the road.

Motion made, seconded and passed unanimously to accept Stone Ridge Crossing Phase I as a town road with a 1 year maintenance bond agreement in place. (Salsedo/Zabel).

Motion made, seconded and passed unanimously to accept Saw Mill Extension as a town road as recommended by the PZC on June 14, 2018. (Chard/Salsedo).

Letter dated January 2, 2020 was received from Denise Merrill, CT Secretary of the State, stating that the Registrars may be requesting additional funds for 2020 election related expenses due to forecasted high voter turnout.

Family Winter Carnival-February 22nd-is scheduled for Nassahegan Park sponsored by Burlington Parks & Rec and the Burlington Chamber of Commerce.

11. **Budget/Procurement** – First Selectman Shafer passed out the 2020-2021 Budget books to the Board. Budget workshop meetings were scheduled for Tuesday January 21st, February 4th & 18th, March 10th & 31st at 7:30pm. Board to review General Government, Health Programs and Human Services for January 21st workshop meeting.
12. **Old Business-**
JMP – Discussed setting up public meeting/ forum for presentation. Possibility of having info available at upcoming Annual Town meeting.
Clear Brook Road- Invite State Senator Derek Slap to future BOS meeting to discuss.
13. **Executive Session-** Security, Real Estate Acquisition, Personnel; Succession, Vacation, Library, Contracts: Senior Housing, Bargaining Unit.

Motion made, seconded and passed unanimously to go into Executive Session at 9:03PM. (Chard/Salsedo).

Motion made, seconded and passed unanimously to conclude Executive Session and back into regular session at 9:45PM. (Zabel/Chard).
14. **Adjourn** – **Motion** made, seconded and passed unanimously to adjourn meeting at 9:46 PM. (Chard/Salsedo).

Secretary

Carl Salsedo