

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Tuesday, January 19, 2016 in the Council Chamber of the Newtown Municipal Center, 3 Primrose Street. First Selectman Llodra called the meeting to order at 7:05p.m.

PRESENT: First Selectman Llodra, Selectman William F.L. Rodgers (7:12pm), Selectman Herbert C. Rosenthal.

ALSO PRESENT: Finance Director Robert Tait, Department of Public Works Director Fred Hurley, Ad Hoc Committee for Policy and Planning for Roads members Tony Filiato, Mary Ann Jacob, Anthony Klabonski and Eva Bermudez, Parks & Recreation Director Amy Mangold, Neil Chaudhary, Michele Buzzi, two members of the public and one member of the press.

VOTER COMMENTS: none.

ACCEPTANCE OF MINUTES: Selectman Rosenthal moved to accept the minutes of the regular meeting of January 4, 2016 with one correction: #4, New Business, Selectman Rosenthal made the motion, Selectman Rodgers seconded. First Selectman Llodra seconded. All in favor of the minutes as amended.

COMMUNICATIONS: First Selectman Llodra went over the winter storm breakdown and the map for the Newtown Community Center Commission showing the flow of action once there is a special appropriation. Selectman Rosenthal asked why the 824 referral is so late in the process. First Selectman Llodra stated that George Benson, Director of Planning and Land Use, said that it doesn't make sense to make the referral until you know that you have a project. The referral is in the right place for this project. First Selectman Llodra received an email from a resident praising the Building Department for the work they did helping him overcome some particular challenges when putting his house on the market.

FINANCE DIRECTORS REPORT: none.

NEW BUSINESS

Discussion and possible action:

- 1.) **Update on vehicle purchased to support student activities, NHS marching band:** Neil Chaudhary was present in his capacity as a behavioral scientist focusing on traffic safety. He believes the band truck has the opportunity to serve a greater good for the community. Its placement at sporting and marching band events make it an ideal location for targeting messaging regarding safe teen driving. Mr. Chaudhary proposes involving the high school students in a contest where there teens develop the message and artwork to be incorporated with the bands logo. Involving students will enhance the messages effectiveness in reducing teen injuries. Ms. Buzzi said the band and guard parents are supportive of this idea. Permission was granted by the Board of Selectmen to move forward with discussion with the Board of Education.

Rec'd. for Record 1-21-2016
Town Clerk of Newtown 12:15 PM
Debbie Aurelia Halstead

- 2.) **Report from Ad Hoc Committee for Policy and Planning for Roads:** Mr. Hurley and Mr. Filiato were present to bring the board up to date on the roads committee findings (att.). There are many issues which include unpaved roads being more expensive to maintain, including the cost to pave. Some private roads have associations, some are active; some are not. Approximately 50% of roads meet the standards per the road ordinance. Safety issues and the cost to maintain a road are legitimate concerns. Next steps include looking at ordinances, reaching out to the private associations to get a full status on the associations, prioritizing what roads need to be dealt with, coming up with standards and copying over ordinances so everything is in one place. Ms. Jacob stated as a first step the Legislative Council can look at the ordinance; the committee can prioritize. Selectman Rosenthal asked if it can be demonstrated that property values increase with paved roads is there a way to lien properties so the town recoups some of the added value that was provided by the town taking over the roads. First Selectman Llodra, using Lakeview Terrace as an example, said residents have gained enhanced property value but they have also lost property due to easement work. All committee members agreed to continue the work; First Selectman Llodra asked for a document of understanding of next steps.
- 3.) **Resolution:** Mr. Tait said both projects are from the 2015-16 CIP. Ms. Mangold said that the projects are part of the 2008 Master Plan; there have been many improvement to the park, however, the parking lot is in poor condition. They would like to begin work in the spring. Selectman Rodgers moved the resolution: RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$500,000 FOR THE PLANNING, DESIGN, ENGINEERING, CONSTRUCTION AND/OR REPLACEMENT OF DICKINSON AND TREADWELL-PARKING LOT(S) AS AUTHORIZED IN THE (2015-16 to 2019-20) CAPITAL IMPROVEMENT PLAN AND AUTHORIZING THE ISSUANCE OF \$500,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE and further moved to strike "AND TREADWELL" from the resolution and further moved to waive the reading of the resolution in its entirety. Selectman Rosenthal seconded. All in favor.
- 4.) **Resolution:** Ms. Mangold said the management of Eichlers Cover is going very well, slips and dry storage slips have increased. The area is popular and the parking is insufficient. The plan will have a separate entrance and exit and add parking spaces, add trailer spaces and staff spaces. First Selectman Llodra stated that Mr. Benson, Director of Planning and Land Use, said that an 824 referral to Planning and Zoning is not required because this is a modification. Selectman Rodgers moved the resolution: RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$325,000 FOR THE PLANNING, DESIGN, ENGINEERING, CONSTRUCTION AND RECONSTRUCTION OF IMPROVEMENTS AT EICHLER'S COVE AS AUTHORIZED IN THE (2015-16 to 2019-20) CAPITAL IMPROVEMENT PLAN AND AUTHORIZING THE ISSUANCE OF \$325,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE and further moved to waive the reading of the resolution in its entirety. Selectman Rosenthal seconded. All in favor.

- 5.) **Transfer:** Selectman Rosenthal moved the \$35,000 transfer from 1-101-24-570-5899-0000 Contingency to 1-101-11-205-5744-0000 Equipment – Technology. Selectman Rodgers seconded. All in favor.
- 6.) **Appointments/Reappointments/vacancies/openings:** Selectman Rosenthal moved the re-appointment of Robert Kaiser to the Cultural Arts Commission for a term to expire 01/06/19. Selectman Rodgers seconded. All in favor. First Selectman Llodra stated there has been a lot of interest in the openings on the Economic Development Commission and when the time comes she would like to appoint one republican, one democrat and one unaffiliated voter.
- 7.) **Driveway bond release/Extension:** Selectman Rodgers moved the \$1,000 driveway bond release for Esquire Development, 48 Hoseye Coach Road, M46, B4, L105.88. Selectman Rosenthal seconded.
- 8.) **Tax Refunds:** none.
- 9.) **Presentation of proposed Board of Selectmen budget, FY 2016-17:** Mr. Tait went over the layout of the budget book and First Selectman Llodra went over the budget talking points (att.).
- 10.) **Action on selected line times from budget proposal:** Selectman Rodgers moved the following bottom line budgets; Selectman Rosenthal seconded the following bottom line budgets and each passed unanimously:

Selectmen: \$414,268
Selectmen-Other: \$230,295
Human Resources: \$124,960
Tax Collector: \$359,762
Probate Court: \$7,372
Town Clerk: \$314,045
Registrars: \$149,151
Assessor: \$300,099
Finance: \$575,275
Unemployment: \$15,000
OPEB Contribution: \$185,531
Professional Organizations: \$34,744
Legislative Council: \$0
District Contributions: \$18,000
Sustainable Energy: \$1,000
Fairfield Hills Authority: \$30,916

Selectman Rosenthal asked if there would be any changes made to the Human Resource position as far as consolidation with the Board of Education. First Selectman Llodra stated the town human resource position does many additional jobs, such as building management, where the Board of Education human resource is strictly personnel.

Sandy Hook District Contribution is increased because they are taking over the annual sidewalk responsibility, the tree trimming and maintain the streetscape; they invoice through the town.

Sustainable Energy has been funded for three years and the amount has been carried over; the proposed amount is less in this budget.

Board of Selectmen
January 19, 2016

VOTER COMMENTS: none.

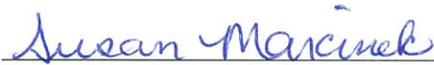
ANNOUNCEMENTS: Department of Public Works and the Police budget will be discussed at the next meeting, January 25, at 7:00pm

EXECUTIVE SESSION: Selectman Rodgers moved to enter executive session to discuss Legal Matters relative to Zoning Board of Appeals. Selectman Rosenthal seconded. All in favor. Executive session was entered into at 9:24pm, with nobody invited to attend and returned to regular session with the following motion:

Selectman Rodgers moved to authorize the Town Attorney to defend the town in the case of Camp Seawatch Kennels, LLC vs. Zoning Board of Appeals. Selectman Rosenthal seconded. All in favor.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 9:30.m.

Respectfully submitted,



Susan Marcinek, Clerk

Attachments: budget talking points; recommendations from the Ad Hoc Committee for Policy and Planning for Roads;

BUDGET TALKING POINTS

The total First Selectman proposed 2016 – 2017 budget amount is \$41,190,942. This represents a \$1,048,375 increase over the prior year (2015 – 2016) or a 2.6% increase. Table 1 (below) shows the breakdown, by object, of the proposed budget increase. More detail on the proposed budget increase can be found on page 2.

There are three major drivers affecting the proposed budget increase this year: (1) salaries & benefits, (2) capital & (3) debt service.

Salary & benefits increased \$991,906. The main reasons for the increase in salary & benefits are:

- Salary & wages increased \$227,000 (rounded) due to contractual increases of 1.9% - 2.0%.
- Contractual police salary step increases amounted to \$64,000.
- Two new full time social services positions and a new part time assessor position amounted to \$91,000.
- A 10% increase in contributions to the medical insurance fund is due to an increased medical claims experience. (the average increase over the last five years has been 2%). This equates to a \$289,000 increase.
- A 20% increase in contributions to the pension fund. New mortality tables are the main reason for the increase of \$193,000.

Capital increased \$401,538. The main reason for this increase is the continued commitment to increasing the amount budgeted for major road improvements. A plan was put into place to increase the capital road line item by \$250,000 each year until the total budget amount reached \$2,000,000. This year the proposed budget amount is \$1,750,000.

Debt service decreased (\$663,112). The reason for this significant decrease is a large 1995 bond issue was paid off in 2015-16.

Table 1

Major Object	Budget Increase /	
		(Decrease)
Salary & Benefits	991,906	
Capital	401,538	
Contributions to Outside Agencies	121,448	
Operating Expenditures	48,464	
Other	148,131	
Debt Service	(663,112)	
	1,048,375	



TOWN OF NEWTOWN

Ad Hoc Committee for Policy and Planning for Roads

RECOMMENDATIONS

I. Remit

The Ad Hoc Committee for Policy and Planning for Roads is charged with making recommendations towards a long-term strategy for maintaining the Town's road infrastructure on an objective and general basis. It is not tasked with making recommendations in regard to particular named roads or individual circumstances.

II. Brief History/Status

- The Town officially accepted roads for the first time in 1749.
- The Town currently categorizes its road network as follows:

Type*	Town	Private
22' and above (paved)	344	5
18' to less than 22' (paved)	61	11
16' to less than 18' (paved)	10	6
Less than 16' (paved)	32	29
22' and above (gravel)	0	0
18' to less than 22' (gravel)	5	2
16' to less than 18' (gravel)	4	3
Less than 16' (gravel)	4	27

*Due to road width variations within a road type as well as roads with sections of different surface types (i.e. paved and gravel), category totals do not match

- Approximately 50% of the Town owned roads meet current standards in terms of Right of Way, appropriate pavement material, and drainage standards.
- Due to a variety of factors including geography, building placement, etc. it is estimated that the Town can perhaps improve the road network to a point where 80% of the Town owned roads meet current standards.
- It is difficult to estimate cost per improvement (such as per linear foot of paving, etc.) due to the variety of physical circumstances present.
- It is estimated that maintaining gravel/dirt roads costs the Town three (3) times more than maintaining a paved road over its working life, including the cost of the initial paving.
- The Private Roads within the Town fall within a variety of categories depending upon the nature and activity level of the owner or private association running from "abandoned" to self-maintaining. Further, there are variances in title to the roads. In some instances the private association owns the roads, and in others

individual homeowners own the proportion of the road abutting their property to the midline.

- Town Ordinance permits the Town to plow and sand Private Roads with more than three homes.
- Town Policy permits the Town to:
 - Conduct emergency repairs on Private Roads at the Town's expense at the First Selectman's discretion
 - Patch holes, grade dirt roads, clear culverts, etc.
 - Install paving, rebuilding, drainage where private association pays 50% of costs of materials.

III. Recommendations

- The Town's Policies regarding roads should be objective and although impacted home and business owners should have some input, the overriding goal of any decision involving treatment of roads, paving, etc. should be with a view to benefitting the entire Town and its residents.
- In light of the costs involved in maintaining unpaved roads, the Town should implement a plan to pave all such roads (subject to the Scenic Roads Ordinance).
- The Town should seek to take control of all roads deemed "abandoned" by private owners where it would to the benefit of the Town as a whole and serve the safety and welfare of the impacted homeowners.
- A Plan should be developed to cover a set time line, such as with the CIP for the Town's bridges, to set annual criteria and goals for paving unpaved roads and moving the Town's current estimate of 50% of fully conforming roads towards the perceived 80% maximum with agreed funding.
 - The Town Public Works and Engineer should be tasked with categorizing roads in a tiered system in furtherance of moving all roads to conformance with current standards
 - The Town Public Works and Engineer should provide such data as possible concerning practical timelines, perhaps over a ten year span, to accomplish this goal and estimated costs regarding same
 - Further categorization of necessary work to accomplish this goal should be made as to prioritizing roads by safety hazard, need, and overall convenience to the Town's residents.
 - A suggested general guideline to pursue the policy from an administrative standpoint is attached hereto as Appendix "C".
- The Town's Ordinances appear to be adequate to address most issues in moving towards Policy goals; however, as to Private Roads
 - The Town's current Ordinances only apply to the Town having authority to plow and sand such roads during the winter.
 - As to other actions currently undertaken by the Town involving Private Roads, such actions are covered by a Policy that has not been updated since 1976; as such an effort should be made to update and codify said Policy through Ordinance and to the extent permitted by law.

LEGISLATIVE COUNCIL

- In light of the above, discussions should be held with all active private associations in terms of moving forward.

IV. Summary

The above is meant as a brief overview of an extensive topic covered in a relatively short period of time by the Committee. It is noted that all such recommendations are subject to legal review. The Committee stands ready to expand upon any of the points above and conduct further research as necessary upon receipt of such guidance.

Anthony R. Filiato, Esq. – Chair
Eva Bermudez – Vice Chair
Anthony Klabonski
Fred Hurley
Rob Sibley
Mary Ann Jacob, *ex officio*

APPENDICES	
A.	Meeting Minutes
B.	Road Lists
C.	Pertinent Newtown Ordinances
D.	Pertinent Ordinances from Similar DRG Towns
E.	Legal Questions/Advices