

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Tuesday, July 5, 2016 in the Council Chamber of the Newtown Municipal Center, 3 Primrose Street. First Selectman Llodra called the meeting to order at 7:30p.m.

PRESENT: First Selectman Llodra, Selectman William F.L. Rodgers, Selectman Herbert C. Rosenthal.

ALSO PRESENT: Finance Director Robert Tait, Director of Planning & Land Use George Benson, one member of the public and one member of the press.

VOTER COMMENTS: none.

ACCEPTANCE OF MINUTES: Selectman Rodgers moved to accept the minutes of the special meeting of 6/22/16. Selectman Rosenthal seconded. All in favor.

COMMUNICATIONS: First Selectman Llodra informed the board that there will be an intern in the Selectman's office this summer. Stephen Conway is going to be a senior at Stonehill College and has a particular interest in journalism, politics and public policy. A timeline of the process in choosing pension advisors was shared. There will be a tour of the renovated duplex on July 25 and everyone is strongly encouraged to attend. The Parent Connection will be moving into the duplex in September or October. The Board of Selectman will meet next on August 15; the proposed CIP will be on that meeting agenda, with action on the meeting agenda of September 6. The pension subcommittee will also be reporting to the Board of Selectmen at the August 15 meeting. The cupola's on Shelton House are being removed and will be kept in cold storage. Granite steps, marble fireplace surrounds, light fixtures and a weathervane are also being held for possible future use and historic value.

FINANCE DIRECTORS REPORT: none.

NEW BUSINESS:

Discussion and possible action

- 1. Update on blight ordinance actions:** Mr. Benson was present to go over the active and closed blight cases. *(att.)*
- 2. Transfer:** Selectman Rodgers moved the \$25,000 transfer from four accounts to transfer out – capital non-recurring *(att.)* Selectman Rosenthal seconded. All in favor.
- 3. Year End Re-appropriation:** Mr. Tait explained that the re-appropriation request is to carry Sustainable Energy monies forward for energy projects. Selectman Rosenthal moved the year-end re-appropriation totaling \$11,270 *(att.)*. Selectman Rodgers seconded. All in favor.
- 4. Transfer:** Selectman Rosenthal moved the transfer of \$4,300 from Salaries & Wages – Full time and \$332 from Social Security Contributions TO retirement Contributions, \$1,427 and Retirement Contributions, \$3,205 *(att.)*. Selectman Rodgers seconded. All in favor.
- 5. Appointments/Reappointments:** Selectman Rosenthal moved the appointment of Kristen Provost Switzer from an alternate member to a full board member of the Board of Ethics for a term to expire 1/6/20 and the re-appointments of Terry Sagedy & Thomas Connors to the Fairfield Hills Authority for a term to expire 7/31/19. Selectman Rodgers seconded. All in favor. Selectman Rodgers moved the appointment of Jane Sharpe from an alternate member to a full board member of the Zoning Board of Appeals for a term to expire 12/1/19 and the re-appointment of Matthew Mihalcik to the C.H. Booth Library Board of Trustees for a term to expire 7/1/19. Selectman Rosenthal seconded. All in favor.

Rec'd. for Record 7-6 2016
Town Clerk of Newtown 12:46 PM
Debbie Aurelia Halstead

Board of Selectmen
July 5, 2016

First Selectman Llodra announced a vacancy on Conservation and the Board of Ethics (alternate position) for a democrat or unaffiliated voter. Also, the Zoning Board of Appeals has a vacant alternate position available to a republican or unaffiliated voter. The C.H. Booth Library has an open position to any registered voter. Recommendations must be received by 8/5/16.

6. **Driveway bond release/Extension:** Selectman Rodgers moved to release the driveway bond for KASL, LLC, 55 Robin Hill Road, B14, L2, B12, Lot 18, in the amount of \$1,000. Selectman Rosenthal seconded. All in favor.
7. **Tax Refunds:** none.

VOTER COMMENTS: none.

ANNOUNCEMENTS: none.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 8:10p.m.

Respectfully submitted,



Susan Marcinek, Clerk

Attachments: active/closed blight cases; \$25,000 transfer (4 pages); year-end re-appropriation; transfer relative to new defined contribution plans (2 pages)



TOWN OF NEWTOWN

LAND USE AGENCY

July 5, 2016

Active Blight Cases

2 Greys Plain Road:

- Violation issued April, 2016 Homeowner obtaining building permit to repair structure this week

4 Possum Ridge Road:

- Foreclosed property in process of being cleaned up will be complete within week

19 Cedarhurst Trail:

- No known owner of parcel.

102 Under Hill:

- Foreclosure has been completed in June Working with bank to remedy violation

48 Main Street:

- No action from owner will move forward with legal action to collect on fines

19 Ox Hill Road:

- No forward progress on barn demolition.

Closed Blight Cases

31 Great Hill Road:

- Building demolished. Lien filed on land records

57 Church Hill Road:

- Building demolished

67 Church Hill Road:

- Building demolished

30 Hawleyville Road:

- Building demolished

22 Washington Ave:

- Barn demolished house next door will be coming down this month along with remaining barn debris

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR **2015 - 2016** DEPARTMENT **PLANNING** DATE **6/29/16**

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-11-180-5360-0000 PROFESSIONAL SERVICES - ELECTION	(5,000)	USE NEGATIVE AMOUNT ↓ USE POSITIVE AMOUNT
	1-101-12-300-5110-0000 SALARIES & WAGES - FULL TIME	(9,000)	
	1-101-12-360-5500-0000 OTHER PURCHASED SERVICES	(6,700)	
	1-101-18-580-5861-0000 BOND INTEREST	(4,300)	
TO:	1-101-25-860-5870-0000 TRANSFER OUT - CAPITAL NON-RECURRING	25,000	

REASON:

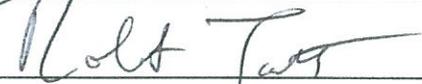
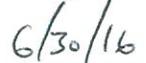
Remediation/Demolition/Disposal - 7 Glen Road:

* Remediation estimate from Bestech (State bid list)	\$18,425
* Demolition - Self help - Public Works	
* Disposal estimate	\$ 5,000
* Contingency	\$ 1,575
Total	\$25,000

SEE ATTACHED

Source account #1 - Excess amount originally transferred from contingency
 Source account #2 - Amount available due to staffing vacancies
 Source account #3 - Lake Authority budget give back due to savings
 Source account #4 - Bond interest savings due to prior year refunding (savings estimate vs actual)

AUTHORIZATION:

(1) DEPARTMENT HEAD (2) FINANCE DIRECTOR (3) SELECTMAN (4) BOARD OF SELECTMEN (5) BOARD OF FINANCE (6) LEGISLATIVE COUNCIL	<div style="text-align: center;">  <hr/>  <hr/> <hr/> <hr/> <hr/> <hr/> </div>	date: <div style="text-align: right;">  <hr/>  <hr/> <hr/> <hr/> <hr/> <hr/> </div>
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AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5)
 >>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

Christal Preszler
Fairfield Hills
Grants Coordinator – Planning Dept.
3 Primrose Street
Newtown, CT 06470
Phone: (203) 270-4282
Fax: (203) 270-4278
Christal.Preszler@newtown-ct.gov



TOWN OF NEWTOWN

MEMO

To: Robert Tait

CC: George Benson
E. Patricia Llodra

From: Christal Preszler

Christal

Date: June 30, 2016

Re: 7 Glen Road Appropriation Request – Building Remediation and Demolition

The property at 7 Glen Road, Sandy Hook was obtained in 2013 by the Town of Newtown through tax foreclosure proceedings. This unsightly property is located in the heart of Sandy Hook Village.

The Naugatuck Valley Council of Governments awarded approximately \$50,000 to the Town of Newtown in 2015 to conduct Hazardous Building Materials (HBM), Phase I and Phase II assessments on 7 Glen Road. These assessments were conducted by BL Companies. With the information from the HBM assessments, costs for remediation and demolition of the structure were determined.

This request for an appropriation of \$25,000 for the remediation and demolition of the structure at 7 Glen Road is the next step in the process to bring the property to a useful state.

Demolishing the building will remove the contaminated, unsightly building from a thriving area.

Remediation & Demolition of 7 Glen Road

Attached estimate obtained for the remediation of the building at 7 Glen Road. The remediation needs to be completed first (\$18,425) and then Public Works will demo and remove the building.

Estimates from Bestech for each phase:

Remediation	\$18,425
Demolition	<u>\$27,000</u>
Total	<u>\$45,425</u>

DPW is capable and willing to demolish the building, thus total remediation costs for the building itself are \$18,425. Bestech is on the DAS list for remediation (contract #10PSX0238).

A ten day notification period to the State must take place. Remediation is expected to take one week. Demolition could then begin.

\$5,000 will need to be added to the request for disposal of the materials after demo.

So:

Remediation	\$18,425
Demolition	Public Works
Disposal	\$5,000
Contingency	<u>\$1,575</u>
Total Request	\$25,000



February 18, 2016

Town of Newtown
3 Primrose Street
Newtown, CT 06470

Attn: Ms. Christal Preszler

Re: Asbestos & Regulated Material Removal
7-9 Glen Road

Dear Ms. Preszler,

Bestech proposes to perform the following work at the above referenced location:

- Remove and dispose of all identified asbestos containing materials delineated in the report prepared by BL Companies and dated 12/8/2015.
- Undergo a final visual and air clearance test by an independent industrial hygienist paid for by us.
- Remove, package and dispose of the PCB containing window and associated caulking.
- Remove and dispose/recycle bulbs, ballasts, thermostats, miscellaneous automotive repair materials and gallons of paint.

Price: \$18,425.00

All work will be performed within federal, state and local regulations by fully trained, licensed, and insured personnel. Disposal to EPA/DEEP approved facilities. Prevailing wages apply per current CT DOL rates.

Very truly yours,

Robert Sullivan

Robert Sullivan
Estimator

3 PRIMROSE STREET, MUNICIPAL BLD
NEWTOWN, CONNECTICUT 06470
TEL. (203) 270-4221
www.newtown-ct.gov



ROBERT G. TAIT
FINANCE DIRECTOR

TOWN OF NEWTOWN
OFFICE OF THE FINANCE DIRECTOR

YEAR END RE-APPROPRIATION REQUESTS (carrying forward 2015-16 (and prior) appropriations to 2016-17)

SUSTAINABLE ENERGY COMMISSION

Account **1-101-11-755-5800-0000 Other Expenditures**. Request \$5,000 carried forward to account 1-102-11-755-5800-0000 Other Expenditures. For planned energy projects.

Account **1-102-11-755-5800-0000 Other Expenditures**. Request \$6,270 carried forward to account 1-102-11-755-5800-0000 Other Expenditures. For planned energy projects.

A handwritten signature in blue ink, which appears to read "Robert Tait".

06/30/2016

TOWN OF NEWTOWN APPROPRIATION (BUDGET) TRANSFER REQUEST

FISCAL YEAR **2015 - 2016** DEPARTMENT **Finance** DATE **6/30/16**

	<u>Account</u>	<u>Amount</u>	
FROM:	1-101-11-205-5110-0000 SALARIES & WAGES - FULL TIME	(4,300)	USE NEGATIVE AMOUNT ↓
	1-101-11-205-5220-0000 SOCIAL SECURITY CONTRIBUTIONS	(332)	
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	.		
TO:	1-101-12-310-5230-0000 RETIREMENT CONTRIBUTIONS	1,427	USE POSITIVE AMOUNT ↓
	1-101-16-550-5230-0000 RETIREMENT CONTRIBUTIONS	3,205	
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REASON: Town contributions to new defined contribution plans are not budgeted for employees hired mid year (after the budget process). Shortages represent one new police officer and three new parks & recreation employees. Savings will be reflected in the next years actuaries pension annual required contribution with four less employees in the calculation.

AUTHORIZATION: _____ date: _____

(1) DEPARTMENT HEAD *N/A* _____

(2) FINANCE DIRECTOR *[Signature]* _____ *6/30/16*

(3) SELECTMAN _____

(4) BOARD OF SELECTMEN _____

(5) BOARD OF FINANCE _____

(6) LEGISLATIVE COUNCIL _____

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AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

XXX
Newtown

	Adj Budget	Mtd Debits	Ytd Debits	Ytd Credits	Encumbered	Requisitions	Balance	%Exp
1-101-11-100-5230-0000 RETIREMENT CONTRIBUTIONS	\$8,835.00	\$0.00	\$8,835.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-108-5230-0000 RETIREMENT CONTRIBUTIONS	\$3,236.00	\$0.00	\$3,236.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-110-5230-0000 RETIREMENT CONTRIBUTIONS	\$3,656.00	\$0.00	\$3,656.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-140-5230-0000 RETIREMENT CONTRIBUTIONS	\$10,919.00	\$0.00	\$10,919.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-150-5230-0000 RETIREMENT CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1-101-11-170-5230-0000 RETIREMENT CONTRIBUTIONS	\$9,826.00	\$0.00	\$9,826.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-190-5230-0000 RETIREMENT CONTRIBUTIONS	\$9,590.00	\$0.00	\$9,590.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-200-5230-0000 RETIREMENT CONTRIBUTIONS	\$29,433.00	\$0.00	\$29,433.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-205-5230-0000 RETIREMENT CONTRIBUTIONS	\$13,166.00	\$0.00	\$13,166.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-14-220-5230-0000 RETIREMENT CONTRIBUTIONS	\$4,882.00	\$0.00	\$4,882.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-25-230-5230-0000 RETIREMENT CONTRIBUTIONS	\$2,189.00	\$0.00	\$2,189.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-12-300-5230-0000 RETIREMENT CONTRIBUTIONS	\$28,133.00	\$0.00	\$28,133.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
*1 1-101-12-310-5230-0000 RETIREMENT CONTRIBUTIONS	\$601,363.00	\$0.00	\$602,790.30	\$0.52	\$0.00	\$0.00	(\$1,426,778)	100.24%
1-101-12-320-5230-0000 RETIREMENT CONTRIBUTIONS	\$8,301.00	\$0.00	\$8,301.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-12-340-5230-0000 RETIREMENT CONTRIBUTIONS	\$4,570.00	\$0.00	\$4,570.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-14-370-5230-0000 RETIREMENT CONTRIBUTIONS	\$14,664.00	\$0.00	\$14,664.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-14-410-5230-0000 RETIREMENT CONTRIBUTIONS	\$17,547.00	\$0.00	\$17,547.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-12-460-5230-0000 RETIREMENT CONTRIBUTIONS	\$14,284.00	\$0.00	\$14,284.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-15-490-5230-0000 RETIREMENT CONTRIBUTIONS	\$20,591.00	\$0.00	\$20,591.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-13-500-5230-0000 RETIREMENT CONTRIBUTIONS	\$124,153.00	\$0.00	\$124,153.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-13-515-5230-0000 RETIREMENT CONTRIBUTIONS	\$8,680.00	\$0.00	\$8,680.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
*2 1-101-15-550-5230-0000 RETIREMENT CONTRIBUTIONS	\$45,121.00	\$0.00	\$48,325.40	\$0.00	\$0.00	\$0.00	(\$3,204.40)	107.10%
1-101-13-650-5230-0000 RETIREMENT CONTRIBUTIONS	\$4,752.00	\$0.00	\$4,752.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-14-670-5230-0000 RETIREMENT CONTRIBUTIONS	\$4,296.00	\$0.00	\$4,296.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-740-5230-0000 RETIREMENT CONTRIBUTIONS	\$2,395.00	\$0.00	\$3,462.92	\$1,069.00	\$0.00	\$0.00	\$1.08	99.99%
1-101-11-750-5230-0000 RETIREMENT CONTRIBUTIONS	\$1,069.00	\$0.00	\$1,069.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
1-101-11-870-5230-0000 RETIREMENT CONTRIBUTIONS	\$1,069.00	\$0.00	\$2,138.00	\$1,069.00	\$0.00	\$0.00	\$0.00	100.00%
101 GENERAL FUND	\$996,720.00	\$0.00	\$1,003,488.62	\$2,138.52	\$0.00	\$0.00	(\$4,630.10)	100.46%
Grand Total for Report	\$996,720.00	\$0.00	\$1,003,488.62	\$2,138.52	\$0.00	\$0.00	(\$4,630.10)	100.46%

Town contributions to new defined contribution plans are not budgeted for new employees hired after budget process.

- *1 - One new police officer on the new defined contribution plan.
- *2 - Three new parks & recreation employees on the new defined contribution plan.