

BOARD OF SELECTMEN MINUTES

November 16, 2021

REGULAR MEETING

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APPROVED AT THE DECEMBER 7, 2021 REGULAR MEETING

In Person

Board of Selectmen Attendance: First Selectman Paula Cofrancesco, Selectman Donald Shea, and Selectman Elizabeth Appel.

Also, in attendance: Finance Director Tom Ellis and Town Counsel Courtney George

Visitors: Kristine Sullivan, Susan Bradford, Fred Nivens

BOARD OF SELECTMEN – CALL TO ORDER

First Selectman Paula Cofrancesco called the Regular Meeting of the Board of Selectmen to order at 7:00 p.m. All stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

The Board reviewed and addressed 3 typos in the October 5, 2021, meeting minutes. First Selectman Cofrancesco called for a motion to approve the corrected minutes of October 5, 2021. Selectman Shea moved and Selectman Appel seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

The Board reviewed the November 2, 2021, meeting minutes and corrected the company name Q-Send to Qscend. First Selectman Cofrancesco called for a motion to accept the correction of the spelling. Selectman Shea moved and Selectman Appel seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

First Selectman Cofrancesco called for a vote to approve the corrected minutes of November 2, 2021 Regular Meeting. Selectman Shea moved and Selectman Appel seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

DISCUSSION & POSSIBLE ACTION – TAX REFUNDS.

First Selectman Cofrancesco asked for a motion to approve the Tax Refunds for a total of \$608.14: Acar Leasing LTD - \$496.32 and Toyota Lease Trust - \$111.82. Selectman Appel moved to approve the Tax Refunds and Selectman Shea seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

CORRESPONDENCE- FROM CEMETERY COMMISSION.

First Selectman Cofrancesco provided the Board with a letter sent to the Board of Selectman from the Cemetery Commission regarding an email they received from the property owners abutting Carrington Cemetery. The Board discussed the details of the issues outlined in the letter with Cemetery Commission Chairman, Kristine Sullivan. First Selectman Cofrancesco informed the Board and Chairman Sullivan that she had addressed the problem with the town contractor cited in the original correspondence from the property owners. Chairman Sullivan also asked the Board if a sign outlining the hours of the town Cemeteries would help to limit activities to daylight hours.

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DISCUSSION AND POSSIBLE ACTION – PUBLIC COMMENT/AGENDA.

The Board discussed the possibility of adding a standing agenda item for public comment to the Regular Meeting agendas. Selectman Appel shared information gathered from neighboring towns and possible options that may be taken. Selectman Shea also suggested adding the agenda item heading, “Anything proper to come before the Board” which would allow the Selectman to bring forward discussion topics during a meeting. Town Counsel, Courtney George suggested adding these items to the end of the Regular Meeting agendas so as to prioritize the business of the Board before addressing public comment or open topics. The Board agreed to add “Anything proper to come before the Board” and a Public Comment agenda item to the Regular Meeting agendas. First Selectman Cofrancesco will verify the wording for these agenda headings with Town Counsel, Vin Marino.

DISCUSSION AND POSSIBLE ACTION – CHARTER/COMMITTEE.

Selectman Appel informed the Board that she had identified a fifth member interested in being part of the Charter Committee. First Selectman Cofrancesco asked for a motion to finalize the Charter Committee and approve the five (5) Committee members being, Salvatore Amadeo, Robert Brinton, Carol Goldberg, Donald Shea, and Betsy Thornquist. Selectman Appel moved and Selectman Shea seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

Selectman Shea will consult with Town Counsel, Vin Marino regarding timelines and requirements for public comment.

DISCUSSION AND POSSIBLE ACTION – TITAN ENERGY

First Selectman Cofrancesco provided the Board with hard copies of the agreement from Titan Energy for an energy assessment and an email from Town Counsel Vin Marino outlining the details of the aforementioned agreement. The Board discussed the details of the energy assessment agreement and possibility of further obligations with Titan Energy. The Board agreed on the value of an energy assessment for the Town and benefit of Titan Energy being a CCM (Connecticut Conference of Municipalities) approved vendor. Additionally, the Board decided further follow-up on possible costs or financial obligations associated with the energy assessment would be needed before any action could be taken. First Selectman Cofrancesco asked for a motion to table this item until more information can be obtained. Selectman Appel moved to the table this item and Selectman Shea seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

HOPP BROOK/BEACON FALLS DEVELOPMENT - UPDATE.

First Selectman Cofrancesco informed the Board that the Hopp Brook/Beacon Falls development continues to be monitored and there are no updates at this time.

AFFORDABLE HOUSING PLAN - UPDATE.

First Selectman Cofrancesco communicated to the Board there was no update at this.

STATUS OF AIRPORT HANGAR - UPDATE

First Selectman Cofrancesco communicated they have received six to seven requests for refunds as of the date of the meeting for the month of November, and the deadline remains December 29, 2021. First Selectman Cofrancesco then noted that the bricks will be returned after the 1st of the year as they are

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currently in storage and will need to be properly identified – matching purchaser to what is written on the brick.

SIMPSON PROPERTY – UPDATE

First Selectman Cofrancesco communicated to the Board that the Audubon Society and DEEP are finalizing the paperwork required for funding and there are no additional updates at this time.

TEXTILE RECYCLABLES COLLECTION- UPDATE

First Selectman Cofrancesco informed the Board that a letter of interest was submitted, and she is now waiting for updates from DEEP. First Selectman Cofrancesco discussed the importance of public education and support for the program and will be seeking guidance in the area. There are no additional updates.

REVITALIZATION OF BETHANY ECONOMIC DEVELOPMENT COMMISSION- UPDATE

First Selectman Cofrancesco communicated that she received Selectman Appel's draft text for the notice to be posted in the Bethany Bulletin and added a few housekeeping notes, including a closing date for submissions of December 17, 2021. The text will be submitted for publication in the December Bethany Bulletin.

WEBSITE AND IT- UPDATE

First Selectman Cofrancesco informed the Board that Fran Doba continues to work closely with Qscend to finalize the website. A mock-up version was provided this week and is very promising. The process is moving along and expected to be finished soon. Additionally, First Selectman Cofrancesco clarified that work crews began upgrading the fiber optics on November 2, 2021. This project has been on hold due to internal staffing issues at the company providing the work, but work is expected to resume shortly. First Selectman Cofrancesco updated the Board regarding information on possible IT upgrades for the Town. She provided an informal cost estimate for a range of possible IT set-ups, which would be comparable to those at the Bethany Community School, Amity Regional School, or the SCRCOG meetings. The Board then discussed these options along with the technological needs of the Town, and upfront versus sustaining costs.

ITEM ADDED TO THE AGENDA FOR DISCUSSION & POSSIBLE ACTION

Selectman Appel asked for a motion to amend the agenda and add an item for the approval of Bob Harrison as an alternate to Conservation Commission. Selectman Appel moved to amend the agenda and Selectman Shea seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

DISCUSSION AND POSSIBLE ACTION- APPROVAL OF CONSERVATION COMMISSION MEMBER.

First Selectman Cofrancesco asked for a motion to approve Bob Harrison as an alternate member of the Conservation Commission. Selectman Shea moved to approve, and Selectman Appel seconded. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

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ADJOURNMENT

At 8:16 p.m. First Selectman Cofrancesco asked for a motion to adjourn the meeting. Selectman Shea moved to adjourn the regular meeting and was seconded by Selectman Appel. Voting: Cofrancesco, Shea, Appel. **Unanimous Approval.**

Respectfully submitted,



Laura Callery
Town Meeting Clerk