

The September 9, 2009, Woodbridge Board of Selectmen Regular Meeting was convened at 6:05 p.m. at the Country Club of Woodbridge.

Present: Ms Heller, Ms. Stein, Ms. Ferrante Fernandes, Mr. Kenefick, Dr. Sabshin, and Mr. Sheehy.

Present for the Staff: Mr. Genovese, Finance Director; Mr. Hellauer, Administrative Officer; Mr. Perito, Town Counsel; and Mrs. Shaw, Clerk.

Mr. Sheehy introduced invited guests that supported the purchase of the Country Club: William Fox, former member of the Board of Selectmen; members of the Board of Finance: Tony Schaffer, Lawrence Grotheer, and Michael Luther, who gave a very stirring speech at the Annual Town Meeting in support of this purchase. Mr. Sheehy also thanked Mr. Luther, who has retired from the Board of Finance, for all his service to Woodbridge. Also introduced: Dr. Stella, Woodbridge School Superintendent; Marilyn Moss, Bulletin reporter.

Mr. Sheehy then introduced Matt Menchetti to give an overview of the operations since April, 2009.

Mr. Menchetti thanked those present for the opportunity to manage the course and club. He then gave an overview of the current operation:

- Golf Course is in excellent condition
- Very busy on weekends
- Woodbridge Day is on Tuesday of each week - \$40.00 for 18 holes with a cart – very busy
- Open House scheduled for mid to end of October
- Promoting golf events
- Amity Regional High School Golf Team use course at no charge
- Promoting reduced rates for early bird sign-ups for membership
- Two tennis courts have been reconditioned
- Pool now conforms to Federal Regulations
- Capital Expenditures. - \$35,000 to date: pool drains, hot water heaters, tennis courts; \$50,000 targeted for 2010
- Restaurant requires an exemption from the Town's Zoning Regulations to acquire a liquor permit

The meeting recessed for a tour of the facility and dinner.

MEETING RECONVENED

Mr. Sheehy reconvened the meeting at 7:25 p.m.

PUBLIC COMMENTS

There were no comments from the Public.

WOODBIDGE BOARD OF EDUCATION

Dr. Stella, Superintendent, and Ms. McCreven, Chair, were present. Ms. McCreven said that the Woodbridge Board of Education has begun development of the capital budget. She said that the Board is looking forward to working with the Boards of Selectmen and Finance to best meet the needs of the facilities and grounds. She also thanked the liaisons, Ms. Stein, Board of Selectmen; and Mr. Schaffer, Board of Finance, for their input and valuable advice.

Dr. Stella reported that:

- the enrollment is at 742, down 23 from last year.
- class size is good
- the year began with three days of professional development
- 18 new smart boards have been installed, bringing the total to 33
- there has been nearly 100% attendance at the school open houses
- CMT scores will be presented at the WBOE September meeting
- the Town Building Committee is very dedicated and moving quickly
- boilers – hope to get two to three more years of operation
- this summer, Dr. Wu, a Beecher parent and member of the Board of Education, traveled with her children to Beecher's sister schools in China. She laid the groundwork for a grant proposal to allow a Chinese teacher to become a Teacher in Residence in Woodbridge.
- also exploring the possibility of 6th grade and/or 7th grade travel to china during the summer of 2010.
- during her trip to China Ms. Ferrante Fernandes helped to establish a sister school for the Amity Middle Schools.

NEGAWATT SAVINGS 350 CAMPAIGN

Mr. John Gorham explained the “Negawatt Savings 350 Campaign” and discussed the display on the side table. He said that:

- on September 2nd the campaign kickoff was held at the Woodbridge Town Hall
- the Bethany, Orange, and Woodbridge First Selectman participated and signed a resolution supporting the campaign and the October 24, 2009, International Climate Action Day.
- urged residents to contact their electric supplier to sign-up for a renewable electricity generation source that will lead to additional solar arrays for town/school buildings
- urged residents to take advantage of the \$75.00 Home Energy Solutions audit that will:
 - increase home comfort (reduce drafts)
 - lower energy bills
 - \$25 rebate to each homeowner after the audit is completed
 - provide a cleaner environment

MASSARO FARM INC – STATUS

Jason Morrill, President of Massaro Farm, Inc. reported that a Family Fun Day, sponsored by the Woodbridge Conservation Commission, is scheduled for Saturday, October 24th from 1 – 4:30 P.M. Events will include: walking history tour; plans for the farm; opportunity to purchase CSA share; planting of 350 garlic bulbs (in conjunction with the 350 Negawatt Campaign); bake sale; pumpkin carving, painting, and sales.

He said that work will begin soon on the barn restoration; the Massaro Community Farm has over 50 paid members; the Community Supported Agriculture (the sister organization to the Massaro Community Farm) has begun the search for a farmer; three, unsolicited inquiries have been received regarding the farming opportunity;

Mr. Morrill informed that Board that he has been selected to speak at the October 31st CT Northeastern Organic Farmers Association seminar regarding community farming on town owned land. The seminar is being held at the CT Agriculture Station in New Haven.

**HOMELAND SECURITY FUNDING/PURCHASING - Deputy Police Chief
Raymond Stuart**

At the August 5th meeting, Selectman Kenefick requested that Deputy Chief Stuart attend this meeting to answer questions and provide information regarding the activities of the Department of Emergency Management and Homeland Security Region 2.

Deputy Chief Stuart said that 2006 was the last year that the State or the Federal government provided funding to individual towns for homeland security purchases and activities. In 2007 the State was divided into five regions. Woodbridge participates in Region 2 which consists of 30 towns. Each region has a Regional Emergency Planning Team (“REPT”) that meets quarterly and is comprised of the CEO of each town. The REPT has a planning sub-committee (that Deputy Chief Stuart sits on) that meets every month. Within the REPT are 13 Emergency Support Functions (“ESF”). The ESF’s cover a long list of concerns such as transportation, communications, public safety, fire, hazmat, special needs, health, agriculture, etc. Each ESF comes to the REPT to provide an analysis of the strength, weakness, opportunities, and threats in their areas of study. From this analysis, decisions are made as to how to expend the funds. In 2007 communications received \$369,000; firefighting received \$80,000; hazmat \$114,000; Agriculture & Natural Resources \$83,000 (purchased trailer and animal cages); Public Safety (law enforcement side) \$350,000 (Training Shoot House). In 2008, most of the funding went to buildup the communication infrastructure. The fire side of public safety received funding to purchase a “burn trailer” for structure fire training. The trailer is based in New Haven, but can travel to any of the 30 towns.

The program is now geared more toward natural disaster events than terrorist events.

The Board thanked Deputy Chief Stuart for the in-depth report.

POLICE DEPARTMENT – GRANT AND CAPITAL PURCHASES

OPM Grant - Deputy Chief Stuart explained the Town has received, through the CT Office of Policy Management (“OPM”), \$30,000 in “Federal Stimulus” funds. The funds will be used to purchase in-car video cameras. The Department is requesting that the Board authorize the First Selectman to execute the grant award document.

The Board **VOTED UNANIMOUSLY** (Stein – Heller) to authorize the First Selectman to execute the OPM grant award document for the Recovery Act Connecticut Justice Assistance Local Pass-Through Grant Program in the amount of \$30,000.

Capital Purchase – Bid Waiver – The Department plans to replace the outdated in-car video cameras. The equipment they prefer is manufactured by a vendor that is not on the State vendor list. Therefore, the Deputy Chief is requesting a waiver of the bid process to purchase the preferred equipment.

The Board **VOTED UNANIMOUSLY** (Sabshin – Stein) to waive the bid process for the purchase of in-car video cameras/system due to sole source vendor.

NEW FIRE STATION UPDATE – Dwight Rowland

Mr. Rowland reported that the Committee has approved releasing a payment of \$474,264 to Newfield Construction. He said that \$125,000 is being held until the punch list has been completed.

Ms. Stein asked about the items on the punch list and questioned releasing any funds until all the items on the punch list have been completed for a period of time to make sure the items are actually corrected.

Mr. Rowland said that there are sub-contractors, with whom the Committee has no issues, who have completed their obligations as part of the project. He said that in a meeting with Newfield Construction, Mr. Genovese, Mr. Sheehy, and Town Counsel Karen Kravetz, it was agreed to release most of the funding, holding back the \$125,000 to cover the cost of the outstanding items.

Change Order #11 – Mr. Rowland presented the following Contract Change Order:

- | | |
|--|--------------------|
| a. Delete finishing of the Basement slab | (\$ 1,808.00) |
| b. Delete window stools | (\$ 1,291.00) |
| c. Add plywood underlayment | <u>\$ 2,481.00</u> |

Net Contract Deduct: (\$ 618.00)

The Board **VOTED UNANIMOUSLY** (Heller – Stein) to approve Change Order #11 as set forth in the memo of September 4, 2009, from Dwight Rowland, “re: New Fire Station Project {Newfield – Payment Application}”.

Air Conditioning System – Mr. Rowland noted that the AC system is missing sensors. They are being replaced and the warrantee is extended into the 2010 cooling season.

PUBLIC WORKS BUILDING COMMITTEE – Mr. Sorensen

Mr. Sorensen, Chair of the Public Works Building Committee, presented a memorandum and layouts showing the design of the traffic flow for the public works complex. He said the Committee is soliciting competitive quotes for a new A2 survey/topography map flagging the wetlands. He also stressed the need for test borings to assure the quality of the underlying soil, determine the final location for the buildings, and to arrive at a more realistic cost of construction.

Mr. Sorensen said that the Selectmen’s query regarding storage for the Antique Fire Truck and Recreation Department was explored by the Committee and the Consultants. He said that after careful review, the engineer and the architect determined that due to the confines of the land, boundaries, and the need to accommodate all the public works equipment, the truck wash-station, turning radius for trucks, and the Police impound area there is not room to accommodate either request. He also noted the possible danger of Recreation Department employees entering the area to retrieve equipment. Mr. Sorensen said that the safety of those not familiar with the area is also the reason it was decided to keep the administrative offices in The Center building.

STORAGE TRAILER AT WEST RIVER FIELD

The Board reviewed a letter from Buddy Zachery of the Original Amity Youth Football requesting permission to locate an equipment storage trailer and blocking sleds at West River Field. The Recreation Commission approved the request and submitted a sketch of the approved location. It was noted that a zoning permit is required. The Board of Selectmen agreed to waive the permit fee.

The Board **VOTED UNANIMOUSLY** (Kenefick – Sabshin) to approve the request from Buddy Zachery of the “Original Amity Youth Football” for the temporary placement of a storage trailer at West River Field. The Clerk is to inform Mr. Zachery that he must contact the Zoning Office to receive a zoning permit.

Zoning Permit Fee - The Board of Selectmen **VOTED UNANIMOUSLY** (Kenefick – Sabshin) to waive the fee for said permit. The Clerk will notify the Zoning Office of this action.

INSTALLATION OF MEMORIAL BENCH – CENTER ROAD TENNIS COURTS

Mr. Pio Imperati was not at the meeting.

Mr. Pio Imperati contacted the Board to request permission to install a portable bench in memory of Jared Rosner, a former Woodbridge resident, who died in a skiing accident in 2004. The Recreation Commission has approved locating the 4 foot x 2 foot x 3 foot granite bench at the tennis courts on Center Road.

The Board **VOTED UNANIMOUSLY** (Heller – Kenefick) to approve the request from Mr. Pio Imperati to install, at the Center Road tennis courts, a granite bench in memory of Jared Rosner. This approval is given pending a sketch of the proposed bench and its location. The Board of Selectmen is to have final approval of the location of the bench.

TOWN COUNSEL REPORT – Mr. Perito

Woodbridge Country Club (“WCC”)/Country Club of Woodbridge (“CCW”) – Mr. Perito distributed and explained information from the August 28, 2009, closing. He said that the deeds and original documents are filed with the Selectmen’s Office at the Town Hall. The house and property listed as 60 Woodfield Road was sold by the Woodbridge Country Club to a private individual. Following all the adjustments for credits between the seller and the buyer, the final adjusted price paid at closing to the Woodbridge Country Club was \$6,891,981.44. Adding to the price paid to the WCC were the closing costs incurred by the Town for a total of sum paid out by the Town of \$6,926,833.86. The Town is now the owner of 50 Woodfield Road, 17 Woodfield Road, Parcel 3, and 805 Fountain Street.

The Board thanked Mr. Perito for his hard work on this successful project.

APPROVAL OF LEGAL NOTICE FOR “PROPOSED CODE ADOPTION ORDINANCE”

The codification of the Town’s ordinances is complete. The next step is for the Board to hold a public hearing to receive comments on the “Code Adoption Ordinance”. Following the public hearing the board will act on the ordinance and if adopted, the new codification will be accepted. The Adopting Ordinance is lengthy and would cost over \$3,000 to publish. The Board may approve a summary to print as a legal notice.

The Board **VOTED UNANIMOUSLY** (Kenefick – Sabshin) to approve the following legal notice for publication:

**TOWN OF WOODBRIDGE
LEGAL NOTICE**

The Board of Selectmen will hold a Public Hearing on October 14, 2009, 7:30 p.m. in the Town Hall Central Meeting Room, 11 Meetinghouse Lane, Woodbridge, CT, to receive comments regarding the enactment of the “Proposed Code Adoption Ordinance” for the codification of the Code of the Town of Woodbridge. Pursuant to Section 4.6(j) of the Charter of the Town of Woodbridge, the Board of Selectmen hereby submits the following synopsis of the proposed Ordinance.

Ordinance Chapter I, Article II proposes to compile the ordinances of the Town of Woodbridge, Chapters 1 through 405, into a codified Code. The Code shall supersede all other general and permanent ordinances enacted prior to its enactment. A certified copy of the Code shall be kept up-to-date by the Town Clerk for use by the public. Copies of the Code may be purchased from the Town Clerk.

The full text of the Proposed Code Adoption Ordinance is on file in the office of the Town Clerk and may be reviewed between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday. Written comments may be filed with the Selectmen's Office until 4:00 p.m. on Wednesday, October 14, 2009. Thereafter comments should be submitted at the public hearing.

FINANCE DIRECTOR'S REPORT

Monthly Report – Mr. Genovese reported on the unaudited revenues and expenditures through June 30, 2009. He said that total revenues were under budget by (\$375,776); there was a property tax surplus of \$131,186 due to the payment of back taxes. Significant end of year surplus: Woodbridge Board of Education \$243,018; Debt service \$134,195; Recreation Department \$93,951; Employee Benefits \$78,461. Mr. Genovese said that the result is an excess of revenues over expenditures of \$335,170 for the operating budget. He said only \$64,830 was expended from the \$400,000 designated from fund balance.

Funding Requests – The Board **VOTED** to recommend the following funding requests to the Board of Finance:

0910-2 – Intradepartmental Transfer Amount: \$2,350.00
To: Fire Commission Capital Outlay – Machinery – (1230-00/57410)
From: Fire Commission Repair & Maint. – Machines & Equipment.
(1230-00/53510)
For: Purchase of a Fire Rescue Boat to replace the one damaged during the last water/swamp rescue.
(Sabshin – Heller) Unanimously approved

0910-3 – Intradepartmental Transfer Amount: \$5,500.00
To: Capital Non-recurring – Sidewalk (302-3100/57500/SIDE)
From: Salt Shed Construction - \$381.86 (302-3100/57500/SALT)
Canopy Replacement - \$1,537.67 (302-3500/57500/CANPY)
Security System - \$415.36 (302-3700/57200/SECUR)
Human Services Oven - \$1,800.00 (302-4100/57410)
Paint PD Interior - \$1,329.11 (302-3700/53530)
For: Fund replacement of two remaining light poles near PD on Meetinghouse Lane.
(Heller – Stein) Unanimously approved

0910-4 – Allocation Amount: \$7,500.00
To: Board of Selectmen – General Professional Service
(1110-00/52100)
From: Board of Finance Contingency (1170-00/56800)
For: Space Needs Assessment for Former Firehouse

(Stein – Ferrante Fernandes) Unanimously approved

Tax Refunds – Pursuant to Section 12-124 to 12-129 of the General Statutes and the recommendation of the Tax Collector, the Board **VOTED UNANIMOUSLY** (Stein – Heller) to refund taxes in the amount of \$29,205.85

Request for Bid Waiver – The Board reviewed a memo from the Facilities Department and correspondence from International Salt. The Facilities Department is requesting a bid waiver for the purchase of Rock Salt and Ice B Gone. The International Salt Corporation has agreed to maintain last year's pricing at \$71.29/ton for rock salt and \$86.29/ton for Ice B Gone.

The Board **VOTED UNANIMOUSLY** (Stein - Heller) that as International Salt has agreed to extend their prices for an additional year per a letter dated August 4, 2009, the Board waives the bidding processing for Rock Salt and Ice-B-Gone as requested in a memorandum from the Facilities Department, dated August 4, 2009.

2009-2010 State Budget – Mr. Genovese said that the State Budget impact on the Woodbridge Budget is reflected in only a \$5,000 reduction in the Pequot disbursement. He said that the Town Aid for Roads (LOSIP) was not included in the formula grants and he understands that the State will borrow the money to disburse to the towns.

TOWN CLERK'S REPORT

The Board **VOTED UNANIMOUSLY** (Stein – Heller) to acknowledge receipt of the Town Clerk's Report for the months ending July 31 and August 31, 2009.

MINUTES

The Board **VOTED** to approve the following minutes:

June 10, 2009 – Regular Meeting - with correction of typographical errors. Unanimously approved (Stein – Heller)

June 25, 2009 – Special Meeting of Board of Selectmen Elect to make Board and Commission appointments for the ensuing terms. Unanimously approved (Heller – Stein)

RESIGNATION – Jonathan Furst – GATC

The Board of Selectmen **VOTED UNANIMOUSLY** to accept, with regret and thanks for his years of service, the resignation of Jonathan Furst from his position on the Government Access Television Commission.

APPOINTMENTS

There were no appointments

OPEN HOUSE – COUNTRY CLUB OF WOODBRIDGE

Mr. Menchetti said in his presentation that he planned to hold an Open House in October. The Board agreed to recommend October 4 or October 18, 2009.

COUNTRY CLUB OF WOODBRIDGE LIAISON COMMITTEE

The Board recommended that the Liaison Committee consist of nine members and serve as an advisory committee to the Board of Selectmen. The committee is to be drawn from the public at large, the Conservation Commission, Recreation Commission, and the Economic Development Commission. A charge will be drafted for the next meeting. Members are to submit names for consideration to the First Selectman.

LIAISON RE-ASSIGNMENTS

Dr. Sabshin said that he is no longer available to fulfill his position as liaison to the Fire Commission. Ms. Heller has agreed to the assignment. Listed below are the new liaison assignments:

Amity Regional District #5	Laura Ferrante Fernandes
Board of Education and Finance Committee	
Fire Commission	Beth Heller
Human Service Commission	Sandra Stein
Land Use Agencies	Thomas Kenefick
Library Commission	Dr. James Sabshin
Police Commission	Edward Maum Sheehy
Recreation Commission	Dr. James Sabshin
Woodbridge Board of Education	Sandra Stein
Fire House Restoration	Sandra Stein
Personnel Committee	Laura Ferrante Fernandes
	Beth Heller
	Edward Maum Sheehy

FIRST SELECTMAN'S REPORT

Mr. Sheehy reported on his activities since the last meeting:

- August 20th – Testified before the Probate Court Re-districting Commission in favor of the Amity Probate District. First Selectman Gorski and Zeoli also testified in favor of the district. If the Amity District is not adopted, Bethany would prefer to be part of the Hamden Probate District rather than the Naugatuck District. As to a possible Bethany, Orange, Woodbridge, Cheshire District – Orange would not support such a district. The Probate Court Re-districting Commission has recommended to the General Assembly that Bethany join with the Hamden, Woodbridge with Ansonia, and Orange with Milford. The three BOW First Selectmen have signed a letter (September 2, 2009) addressed to the three town's State Senators and Representatives

- seeking their support for an Amity Probate District. The letter also recommends that the statute be amended to allow for 58 districts instead of 50. This would accommodate an Amity District and several other districts that have been discussed.
- September 2nd – received a \$100,000 check from Mr. Menchetti as the first payment under the management agreement.
 - September 2nd – attended the press conference held at the Woodbridge Town Hall announcing the “kick-off” of the Nega-watt 350 campaign. Several people were in attendance along with the BOW First Selectmen, representatives of Connecticut Clean Energy, and others.
 - September 2nd – attended and spoke at the dedication of the Kucinkas Loop at Beecher Road School. The dedication was very well attended by members of the Kucinkas family, Beecher parents, and students. Members of the Board of Selectmen attending were: Ms. Ferrante Fernandes, Ms Heller, Ms. Stein, and Mr. Kenefick.
 - September 2nd – Attended the Police Commission Meeting. The Chief and Deputy Chief have revised the space needs study assessment to a smaller footprint. Mr. Hume will prepare a floor plan for the revised space needs.
 - September 8th – the Governor appointed former Woodbridge First Selectman, Amey Marrella, to the position of Commissioner of the Department of Environmental Protection.

LIAISON REPORTS

Mr. Kenefick – Town Plan & Zoning – 245 Amity Road - approved a restaurant without liquor permit; 140 Rimmon Road – approve request to waive open space set aside; 1659 Litchfield and 140 Bradley Road – preliminary discussion regarding of use of property. Shady Lane Neighborhood Association seeking relief from activities at the Jewish Community Center camp.

Ms. Ferrante Fernandes – Amity Regional District #5 Board of Education approved the Century School in Shang dong Province, China as a Sister School; Dr. Dillinger, Principal of the Bethany Amity Middle School, and a teacher will travel to China in November. It is planned to expand the association to the Orange Amity Middle School and the High School. An “e-pal” program, audio and video links will be established for teachers and students to communicate. An exchange program is also planned. Part time math teacher Ann Legnal retired. New hires include a part time math teacher; an interim counselor at the high school; a chemistry teacher at the high school; and a part time Mandarin Chinese language teacher.

Ms. Heller – Library – Commission did not meet in August.

Ms. Stein – Human Services Commission did not meet in August.

Woodbridge Board of Education – Very pleased with the 6th

grade CMT results; the proposed infra-structure project is moving quickly with RFQ's due back on October 16th, followed by interviews and a selection by October 30th. A Referendum is planned for Spring of 2010.

Woodbridge Energy Conservation Initiative - Ms. Stein urged the Board members to take the lead and sign up for the Nega-watt 350 home energy audits. The goal is to build support across the nation for the climate energy talks that will take place in December – to show that there are citizens of the USA that want to move forward and address the climate change issues.

ADMINISTRATIVE OFFICER'S REPORT

Mr. Hellauer noted the advertisement for MDM LLC, Fall promotional programs at the Country Club of Woodbridge.

He also call the Board's attention to the work that the Park Department, under the supervision of Adam Parsons, is doing to clean out the brush along Center Road from the former fire house to the gazebo.

ADJOURNMENT

The meeting adjourned at 10:00 p.m.

Respectfully submitted,
Geraldine S. Shaw, Clerk