

Link to view Meeting - <https://youtube.com/live/HbUSdoOUHxs?feature=share>

The April 12, 2023, Regular Meeting of the Woodbridge Board of Selectmen was convened at 5:00 p.m. by Deputy First Selectman Sheila McCreven in the Town Hall Central Meeting Room.

Present: Deputy First Selectman Sheila McCreven, Joseph Crisco, Paul Kuriakose, David Lober, and David Vogel.

Absent: First Selectman Beth Heller

Present for staff: Administrative Officer/Director of Finance Anthony Genovese, Assistant Administrative Officer Karen Crosby; Town Counsel Gerald Weiner; Media Specialist Pua Ford; and Clerk Geraldine Shaw

FIRST SELECTMAN'S REMARKS

Ms. McCreven expressed the Board's condolences on the passing of the First Selectman's mother, Frances Blackman. She read the First Selectman's remarks.

"Good evening and welcome to the April 2023 Regular Board of Selectmen meeting. I've asked Deputy First Selectman Sheila McCreven to read my remarks this evening as a family matter keeps me away from tonight's meeting.

Earth day is fast approaching, and I wanted to let you know about 2 local events here in Woodbridge. The Town library will host Rid Litter Day this year. You can pick up a map and a bag at the library on April 22nd between 10 am and 5 pm. Additionally, the Beecher Road School Green Team will host the 3rd annual Free-Cycle Clothing event from 8:30 am to 1:30 pm at the BRS South Assembly room.

We have an obligation to maintain the Town's infrastructure. The Senior Center will be completed in just a few months having used State and Federal funding for almost the entire project. The Old Firehouse project has also received State and Federal funding and architectural plans are moving ahead. The sidewalk project is also moving ahead with State funding. The next building that desperately needs renovations in the Town Center is the Center Building. We are moving ahead with the Gym renovation with a \$500,000 STEAP grant coupled with a portion of the ARPA funds. The rest of this 100-year-old building, which houses the Police Department, the Human Services Department, and the Childcare Center needs remodeling and upgrades to conform with State standards, and the rest of the building needs new heating, ventilation, and cooling along with other energy efficiency upgrades. Tonight, we plan to move this project along. As experience has shown, if we have a so called "shovel ready" project, I am then able to seek grant funding.

I am reestablishing the Ad Hoc Sustainability Committee, as we have renewed interest. The Committee will conduct a review of current data and formulate recommendations to the Board of Selectmen for consideration on sustainability initiatives. Topics under review will be town building energy use, recycling, waste, and food systems, vehicles and transportation, and education and outreach to the community regarding these topics.

The Woodbridge Agricultural Commission has invited members of the Board of Selectmen to tour town-owned properties currently leased by local farmers. They propose a tour of two sites, utilized by two different farmers, on April 22nd at 9 am. Details of the tour are in your packets. I hope you will all join in for what may prove to be a very educational outing.

*As I have been saying for the past few months, the budget process has been extremely challenging this year. I encourage residents to stay engaged with the budget process and voice their opinions. The most effective way to share opinions and/or ask questions is just 12 days from today, at the **Monday, April 24***

Preliminary Budget Hearing when the Board of Finance presents its proposed budget. This meeting will take place at the Amity High School auditorium at 7:30 pm. Following this hearing the Board of Finance may make changes to its proposed budget which will then be presented at the **Annual Town Meeting on May 15**.

In December of 2021, the U.S. Environmental Protection Agency revised the Lead and Copper Rule (LCR) with new regulations intended to protect public health. Based on those revisions, the Regional Water Authority (RWA) will be launching a new project in the coming months as they begin to look at water connections from RWA mains onto private properties. They will reach out to residents who utilize the public water system via mailings. This project will not involve those who utilize wells. The Regional Water Authority has already begun to inventory accounts and will, with homeowners' assistance, evaluate infrastructure on private properties. Stay tuned for more information as the RWA rolls out this new program.

*Please remember to add the Amity Budget Referendum to your calendars. The referendum will be held **Tuesday, May 2**, from 6 am to 8 pm at the Center Building gymnasium. This is your chance to vote on the regional school district's proposed spending plan. Absentee ballot applications are available by request at the Town Clerk's office, (203-389-3424) or online.*

Thank you".

Following the conclusion of Ms. Heller's remarks, Ms. McCreven added the following:

"I offer an expression of the Board's condolences to Beth and her family at this time. And lastly I'll also note the passing earlier this week of Michael Luther who dedicated many years to participating in our Town government and extend condolences to his family."

OFFICIAL CITATION – WOODBRIDGE ANIMAL CONTROL OFFICERS

Ms. McCreven read the Town's official citation recognizing the dedication and hard work of the Animal Control Officers, Karen Lombardi, Jessica Moffo, and staff in care for the animals in Woodbridge, Bethany, and Seymour.

WOODBRIDGE BOARD OF EDUCATION – Superintendent Vonda Tencza

Ms. Tencza expressed the staff's and Board of Education's condolences to the First Selectman on the loss of her mother.

Her report included.

- Enrollment 867 – a net increase of 22 students since October 2022
- Proposed last day – June 14, 2023
- Summer enrichment program begins June 26 through July 27, 2023
- The Board of Education's Ad Hoc Enrollment, Instructional Space Needs and Planning Committee has begun to meet and will share its findings with the Board of Education in September
- Ms. Tencza spoke of the urgent need to release the RFQ for the Beecher Road School roof, drainage, and sidewalk issues

2030 TASK FORCE – PRELIMINARY VISION – PLACEMENT PLAN, Laura Pirie of Pirie Associates, LLC

Susan Jacobs, Co-Chair of the 2030 Task Force, introduced Laura Pirie of Pirie Associates – who presented an overview of the placemaking study/vision for the Woodbridge commercial district, pulling together the community's recommendations. Ms. Pirie emphasized that the plan for the district is a vision of a unique sense of place to be implemented gradually, over the next several years, not a Master Plan. She described the many steps that led to where we are now and how the Connectivity Plan

presented by SLR and the Placement Plan complement one another. The presentation may be viewed via YouTube at <https://youtube.com/live/HbUSdoOUHxs?feature=share>.

Ms. Pirie said that combining the 2030 Task Force survey with other Town surveys, the Task Force developed four goals for the district:

- Character – a unique, safe, and connected Woodbridge that has a nature forward character and sustainable strategy
- Buildings – Commercial and residential development and recreational uses that focus on families and all age groups
- Develop a small business managed district that is a regional destination and provides for residents needs
 - Incorporate in the Plan of Conservation and Development
- Connecting trails – encouraging use of walking/hiking/biking trails to bring outdoor recreational users from the Woodbridge hills and surrounding towns to the business district for lunch, snacks, shopping, etc.

Next Steps - Ms. Pirie said the next step is to seek support from the various Town boards and commissions.

The Board of Selectmen **VOTED UNANIMOUSLY** (Vogel – Crisco) to endorse the concepts presented and that the 2030 Task Force and Pirie Associates should move forward to share the Preliminary Vision, Placemaking Plan with Town boards and commissions.

TOWN/BEECHER BUILDING COMMITTEE – RFP – ACTION AS APPROPRIATE

Mr. Genovese said the RFQ for architectural and civil engineering services to address the issues of the roof, drainage, and groundskeeping at Beecher Road School is being finalized.

PUBLIC COMMENT

Amey Marrella, 184 Rimmon Road – said that she believes that that the Woodbridge Housing Opportunity Study Committee was improperly reconstituted as the Housing Committee. She said that it was recommended in the report filed with the State of that “Woodbridge establish a permanent committee or commission on opportunity housing” and that when the Board adopted the report it was stated that a permanent committee would be appointed. She said that she believes that the reconstituted Committee was improperly created and urged the Board to create such a committee by proper Ordinance frame-work.

ADMINISTRATIVE OFFICER/DIRECTOR OF FINANCE’S REPORT – Anthony Genovese

Monthly Report – Mr. Genovese reported that as of March 31, 2023, he estimates a year-end budget surplus of \$816,067. He reminded the Board that because the current Town budget includes an allocation from fund balance of \$400,000, the projected increase to fund balance at June 30, 2023, resulting in a fund balance of \$8M or 14.93% of annual expenses.

FUNDING REQUESTS

Withdrawn - #2023-22 Allocation in the amount of \$11,200 - Fire Dept. Software Maintenance

The Board of Selectmen VOTED to recommend the following funding requests to the Board of Finance:
#2223-25 – Allocation Amount: \$ 22,000.00

To:	General Admin-Natural Gas (1140-00/55222)	\$ 6,000
	Center Bldg.-Natural Gas (1190-00/55222)	\$12,000
	Frrmr. Fire House-Natural Gas (1191-00/55222)	\$ 4,000

From: Board of Finance – Contingency (1170-00/56800)
For: Fund shortfall in Natural Gas budget lines.
(McCreven – Crisco) Unanimously approved

#2223-26 – Allocation Amount: \$ 55,000.00
To: CNR-The Center General Prof. Services (302-1900/52100)
From: Board of Finance – Contingency (1170-00/56800)
For: Funding for preparation of recommendations and options for the Center Building Renovations.
(McCreven – Crisco) Unanimously approved

#2223-27 – Interdepartmental Transfer Amount: \$ 4,957.40
To: Parks Dept – Maintenance Supplies (1520-00/55130)
From: Revenue – Donations (1-6-1100/46410)
For: Transfer donation funds to the Parks Dept. budget for two dedication benches and bluestone material for under the benches.
(McCreven – Crisco) Unanimously approved

REQUEST FOR BID WAIVERS

- a. Catch Basin Cleaning – This request is withdrawn.
- b. Fire Vehicle Purchase under State contract – The Board of Selectmen VOTED UNANIMOUSLY (McCreven – Crisco) to approve the purchase of a 2023 Chevrolet Tahoe SSV 4X4, from Sullivan’s Northwest Hills in Torrington, Ct in the amount of \$41,370.60 under State contract award #19PSX0161.

BEECHER ROAD SCHOOL POOL - UPDATE

Mr. Genovese said that the filters have been ordered. He shared a photo of deterioration to a portion of the pool discovered during preparations to install the new filters. The extent and cost of repairs is being assessed.

ASSISTANT ADMINISTRATIVE OFFICER’S REPORT – Karen Crosby

Ms. Crosby reported that:

- Two members of the Agricultural Commission, who also lease land from the Town, have invited the Board of Selectmen to tour the leased fields on Saturday, April 22nd beginning at 160 Pease Road at 9:00 a.m. and then progressing to 1910 Litchfield Turnpike.
- Staff is participating in cyber security training
- She and Mr. Genovese are reviewing proposals to lease copiers from a single source

RESOLUTION ADOPTING THE 2023 SCRCOG HAZARD MITIGATION PLAN

The Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Crisco) to adopt and authorize the First Selectman to execute the Certificate of Resolution entitled – *“Town of Woodbridge, Connecticut – A Resolution Adopting the 2023 SCRCOG Hazard Mitigation Plan Update”*.

STATE DOT AMENDMENT - THE MASTER MUNICIPAL AGREEMENT of 2013

The Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Crisco) to authorize the First Selectman to execute the CTDOT document entitled: *“Amendment No. 1 to the Master Municipal Agreement for Constructions Project”* extending said agreement for one year.

ANNUAL TOWN MEETING

The Board **VOTED UNANIMOUSLY** (McCreven – Crisco) that: In accordance with the Charter of the Town of Woodbridge, Article III, Section 3-2, the Board of Selectmen hereby votes to notify all electors and citizens qualified to vote in a Town Meeting of the Town of Woodbridge that the Annual Town Meeting will be held on May 15, 2023, at 7:30 p.m. DST in the Amity High School Auditorium, 25 Newton Road, Woodbridge, CT to consider and take action on the FY24 budget as recommended by the Board of Finance.

CONSENT AGENDA

The Board of Selectmen **UNANIMOUSLY APPROVED** (McCreven – Crisco) the items listed under the Consent Agenda.

Minutes: - (McCreven – Crisco) All Unanimously Approved

March 8, 2023 -Board of Selectmen Regular Meeting

December 1, 2022 – Joint Board of Finance/Board of Selectmen – Capital Budget presentations

December 6, 2022 – Joint Board of Finance/Board of Selectmen – Capital Budget presentations

January 24, 2023 – Joint Board of Finance/Board of Selectmen – Operating Budget presentations

January 26, 2023 – Joint Board of Finance/Board of Selectmen – Operating Budget presentations

January 31, 2023 – Joint Board of Finance/Board of Selectmen – Operating Budget presentations

Tax Refunds – Pursuant to Section 12-124 to 129 of the CT General Statutes and the recommendation of the Tax Collector, taxes in the amount of \$3,198.59.

Town Clerk’s Reports - For the month ending March 31, 2023, and cumulative from July 1, 2022 through March 31, 2023.

State Affirmations – Affirmative Action Policy Statement, Compliance with Title VI of the of he Civil Rights Act of 1964, ADA Notice, ADA Municipal Grievance Procedure, Conflict of Interest Policy, Fair Housing Policy Statement, and Fair Housing Resolution.

Telecommunications Service Credit – In accordance with provisions of Section 28-24-7 of the Regulations of the State of Connecticut, the Town of Woodbridge designates American Medical Response-Med-Com as the recipient of Woodbridge’s credit for the fiscal year 2023/2024 in the amount of \$2,713.50.

Quarterly Reports – Received: Conservation Commission and Human Services Quarterly Reports.

Application to hold an event on Town Property

Boy Scout Troop 907 – Flower/plant sale – various dates in April

Beth-Wood Baseball League Opening Day – April 29

Woodbridge Together Interact – withdrawn for additional information

National Day of Prayer – May 4

Woodbridge Child Center – Graduation – June 8

PERSONNEL COMMITTEE REPORT

The Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Crisco) pursuant to the recommendation of the Recreation Commission and the Personnel Committee, that Jon DeMayo be offered the position of Recreation Office Manager, at \$26.33 per hour, effective April 17, 2023.

APPOINTMENTS

The Board of Selectmen **VOTED** to appoint:

Julie Katz – to fill a vacancy on the Recreation Commission – December 31, 2023 (Kuriakose – Crisco)
Aye: McCreven, Kuriakose, Crisco Nay: Lober, Vogel
Ms. Katz was appointed to the Recreation Commission

Joi Prud'homme – to fill a vacancy on the Conservation Commission – December 31, 2023 (Kuriakose – Crisco)
Aye: McCreven, Kuriakose, Crisco Nay: Lober, Vogel
Ms. Prud'homme was appointed to the Conservation Commission

60 WOODFIELD ROAD – TRANSACTION

The Board of Selectmen **VOTED UNANIMOUSLY** (Vogel – Kuriakose) to approve the transaction regarding 60 Woodfield Road as presented by Town Counsel Gerald Weiner.

LEASE FINANCING – Fire Department Air Packs and Radios

The Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Crisco) to approve the lease financing agreement with J.P. Morgan for the lease purchase of Air Packs and Radios for the Fire Department as presented by Mr. Genovese.

EXECUTIVE SESSION

At 6:35 p.m. the Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Crisco) to move into executive session pursuant to CT General Statutes Section 1-200-(6)(B), Discussion (strategy and negotiations) of pending claim/litigation re: FOI complaint (FIC #3033-0539) filed by David Lober, complainant, v. Town of Woodbridge et al, respondents. Invited to attend: Mr. Genovese and Mr. Weiner. Dr. Lober was asked to recuse himself from the executive session and left the room.

At 6:45 p.m. the Board of Selectmen returned to regular session; Ms. McCreven noted that no motions were made, or votes taken in executive session.

ADJORNMENT

On a non-debatable motion by Mr. Crisco, seconded by Mr. Vogel, the meeting adjourned at 6:46 p.m.

Respectfully submitted,
Geraldine S. Shaw, Clerk

