

**Regular Meeting of the Eastford Board of Selectmen
Monday, May 7, 2018, 7:00 PM
Eastford Town Office Building
16 Westford Road
Eastford, CT 06242**

Agenda

1. Call to Order
2. Citizens Comments (3 minute maximum per person)
3. Approval of Minutes:
 - Special Meeting of the Board of Selectmen on April 11, 2018
 - Special Meeting of the Board of Selectmen on April 18, 2018
 - Special Meeting of the Board of Selectmen on April 25, 2018
 - Special Meeting of the Board of Selectmen on May 2, 2018
4. Approval of Property Tax Refunds
5. Clean Energy Task Force – Bright Idea Grant
6. Transfer Station Committee Recommendations
7. Authorize the First Selectman Jacqueline Dubois to Sign the “Small Class 1 Zero Emission Project Tariff” of Eversource Regarding the Solar Installation at the Eastford Elementary School
8. Preparation for Town Meeting
9. Town Office Building Roof Replacement
10. Proposed Ordinances
11. Kennerson Road Property
12. Appointment of Heather Parker to the Union Society Building Committee
13. Appointment of Auditor
14. First Selectman’s Report
15. Communications:
 - State Police Report for March 2018
 - Discount Prescription Drug Usage Report
16. Add to the Agenda upon two-thirds vote of members present and voting
17. Citizens Comments (3 minute maximum per person)
18. Adjournment

Present: Jacqueline Dubois/First Selectman, Terry Cote/Selectman, Robert Torcellini/Selectman

1. Call to Order:
JD called the meeting to order at 7:00 pm.
 2. Citizens Comments:
None
 3. Approval of Minutes:
JD/TC moved to approve the minutes of the special Board of Selectman meetings on April 11, 2018, April 18, 2018, April 25, 2018 and May 2, 2018.
Unanimous
 4. Approval of Property Tax Refunds:
JD/TC moved to approve the property tax refunds as submitted by the Tax Collector. Unanimous
- JD/RT moved to change the order of agenda items to review item number six before item number five.
6. Transfer Station Committee Recommendations:
 - Recommendation to remove transfer station permits from the proposed ordinance to withholding building permits and other permits from delinquent taxpayers before voting on it at Town

Meeting. RT has agreed to make the motion to amend the ordinance at Town Meeting.

- **Recommendation to sell transfer station permits at the transfer station for only two weeks in July instead of the entire month to cut down the cost of hiring a sales person.**
- **Recommendation to develop a job description for the position of Transfer Station Attendant which includes; define enforcement responsibilities and enforcement protocol to be followed.**

5. Clean Energy Task Force – Bright Idea Grant:

Tom Hughes and Georgianne Copley spoke on behalf of the Clean Energy Task Force. He gave the Board a pricing sheet for the Electric Car Charging Station and a survey of the charging station being used in other towns.

The Board has suggested that a survey or poll of townspeople’s interest in using an Electric Car Charging Station and spending the Bright Idea Grant money on this project. JD requested that the results of the survey be brought to the regular meeting of the Board of Selectmen in August 2018.

7. Authorize the First Selectman Jacqueline Dubois to Sign the “Small Class 1 Zero Emission Project Tariff” of Eversource Regarding the Solar Installation at the Eastford Elementary School:

RT/TC moved to authorize the First Selectman Jacqueline Dubois to sign the “Small Class 1 Zero Emission Project Tariff” of Eversource regarding the solar installation at the Eastford Elementary School. Unanimous

8. Preparation for Town Meeting:

JD handed to the Board, the printed power point presentation that will be brought to Town Meeting for their review.

9. Town Office Building Roof Replacement:

JD/RT moved to accept the bid from Northeast Builders to replace the roof on the Town Office Building. Unanimous

10. Proposed Ordinances:

The Board discussed bringing two proposed ordinances to vote in July, 2018.

11. Kennerson Road Property:

The Board discussed bringing two proposed ordinances to vote in July, 2018.

12. Appointment of Heather Parker to the Union Society Building Committee:

JD/RT moved to appoint Heather Park to the Union Society Building Committee. Unanimous

13. Appointment of Auditor:

JD/TC moved to file with OPM the appointment of MAWC, LLC to conduct the financial audit of the Town of Eastford for the 2017-2018 fiscal year.

14. First Selectman’s Report:

- **Mark Sheldon will vacuum and clean the Union Society Building**
- **The Comingle Compactor at the Transfer Station is not working but is still under warranty.**
- **JD met with Randy from KB Ambulance. Also present was: Gordon Spink, James Roy, Doug Beaudoin, and John Paquin. The response time from Killingly to Eastford is a very long period of time. KB Ambulance does not have a start time for the new building in Pomfret so KB Ambulance can’t be the ambulance service for Eastford. JD is waiting to here from the State to see if Ashford is required to work with Eastford.**

15. Communications:

- **State Police Report for March 2018**
- **Discount Prescription Drug Usage Report**

**16. Add to the Agenda upon two-thirds vote of members present and voting:
JD/RT moved to add to the agenda;**

- **Authorize the First Selectman Jacqueline Dubois to Sign the Power Purchase and License Agreement between Eastford and Green Bank**
- **Policies in the Employee Handbook**
- **Discussion of Ivy Glenn Drainage**
- **Discussion of Town Garage Insulation**

Unanimous

Authorize the First Selectman Jacqueline Dubois to Sign the Power Purchase and License Agreement between Eastford and Green Bank:

JD RT Moved to authorize the First Selectman Jacqueline Dubois to sign the Power Purchas and License Agreement between Eastford and Green Bank.

Unanimous

Policies in the Employee Handbook:

RT said that the handbook states all full time employees are eligible for health insurance and to see the glossary of employment terms. The glossary of employment terms states that a full time employee is defined as an employee who is not an elected official.

JD stated she will double check that because she had already spoken with employee lawyers about that to make sure the terminology in the handbook was consistent with the consideration of the position going forward as full time and the allowance of health insurance.

Discussion of Ivy Glenn Drainage:

RT met with Engineer Joe Polulech and gave the Board an outline of the plan of what the drainage would be. The cost estimate of \$33,000 does not include moving the three phase electrical.

Discussion of Town Garage Insulation:

RT suggested sending the Invitation to Bid to the newspaper and the specs can be available upon request.

17. Citizens Comments:

Rick Torgeson suggested holding a public hearing for the ordinances prior to taking them to Town Meeting. He also commented that the employee handbook is specific to employees and not elected officials. Mr. Torgeson said the Board of Selectmen has the right to suspend policy at any time.

Jim Trowbridge agreed with Rick Torgeson on the subject of the employee handbook.

18. Adjournment:

JD/RT moved to adjourn at 9:00 pm. Unanimous

**Respectfully submitted by: _____
Brenda A. Willis, Secretary**

**Approved, June 4, 2018: _____
First Selectman, Jacqueline Dubois**