

**Regular Meeting of the Eastford Board of Selectmen  
Monday, November 10, 2014, 7:00 PM  
Eastford Town Office Building  
16 Westford Road  
Eastford, CT 06242**

**Agenda**

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1. Call to Order
  2. Citizens Comments
  3. Approval of Minutes
    - Regular meeting of the Board of Selectmen on October 6, 2014
    - Special meeting of the Board of Selectmen on October 15, 2014
    - Special meeting of the Board of Selectmen on October 22, 2014
  4. Approval of Agreement with Commercial Property Assessed Clean Energy (C-PACE) Program
  5. Approval of Capital Assets Policy
  6. Approval of Property Tax Refunds
  7. Approval of Revised Budget Transfers
  8. Revisions to Credit Card Policy
  9. Town Position on Tax Sale Properties
  10. Development of a Blight Ordinance
  11. STEAP Grant Submissions
  12. Town/School Well Project
  13. Set 2015 Board of Selectmen Meeting Dates
  14. Executive Session – Personnel Matters
  15. First Selectman’s Report
  16. Communications
    - State Police Report
    - DOT Letter regarding Route 244
    - Ebola Virus Information
    - CCM Prescription Discount Card Report
  17. Add to the Agenda upon two-thirds vote of members present and voting
  18. Citizens Comments
  19. Adjournment

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**Present: Arthur Brodeur/First Selectman, Terry Cote/Selectman, Robert Torcellini/Selectman**

**Also Present: Thomas Latham, Town Treasurer**

**Call to Order:**

**AB called the meeting to order at 7:00 pm.**

**Citizens Comments:**

**Jim Trowbridge commented that the letter he sent to the Woodstock Villager portraying his views on the Camp Nahaco Park Commission was also given to the Woodstock Board of Selectmen and the Commission members.**

**Approval of Minutes:**

**RT/TC moved to approve the minutes of the regular Board of Selectmen meeting on October 6, 2014, special Board of Selectmen meeting on October 15, 2014, and the special Board of Selectmen meeting on October 22, 2014. Unanimous**

**Approval of Agreement with Commercial Property Assessed Clean Energy (C-PACE) Program:**

**The Town of Eastford, at a Special Town Meeting held on November 3, 2014, unanimously authorized the Board of Selectmen to approve the agreement with the Connecticut Clean Energy Finance and Investment Authority’s Commercial Property Assessed Clean Energy (C-PACE) Program.**

**AB/RT moved to approve the agreement with Commercial Property Assessed Clean Energy (C-PACE) Program. Unanimous**

**Approval of Capital Assets Policy:**

**AB/TC moved to adopt the Capital Assets Policy as follows:**

*Town of Eastford  
Capital Assets Policy*

*Capital Assets – Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than the capitalization threshold for that asset type and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the time of donation.*

*Intangible assets lack physical substance, are nonfinancial in nature and have a useful life extending beyond a single reporting period. These are reported at historical cost if identifiable. Intangible assets with no legal, contractual, regulatory, technological or other factors limiting their useful life are considered to have an indefinite useful life and are not amortized.*

*The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset's life are not capitalized. Major outlays for capital assets or improvements are capitalized and depreciated when placed in service.*

*Land is considered inexhaustible and, therefore, not depreciated. Property, plant, and equipment of the Town are depreciated or amortized using the straight-line method over the following estimated useful lives:*

	<u>Assets</u>	<u>Years</u>	<u>Capitalization Threshold</u>
<i>Land</i>		<i>N/A</i>	<i>\$20,000</i>
<i>Buildings and Improvements</i>		<i>20-50</i>	<i>\$20,000</i>
<i>Machinery, Equipment and Vehicles</i>		<i>5-20</i>	<i>\$5,000</i>
<i>Intangible Assets</i>		<i>Varies – if any</i>	<i>\$20,000</i>
<i>Infrastructure</i>		<i>20-50</i>	<i>\$20,000</i>

**Approval of Property Tax Refunds:**

**AB/TC moved to approve the property tax refunds as submitted by the Tax Collector. Unanimous**

**Approval of Revised Budget Transfers:**

**AB/RT moved to approve a new schedule of budget transfers revising the transfers that the Board passed on August 4, 2014.**

**Revisions to Credit Card Policy:**

**AB/RT moved to amend the addendum to the credit card policy passed on April 2, 2012 with the following revisions: The credit card will be issued to and maintained by the Office of the First Selectman.**

**Each of the following will be cardholders with access to twelve hundred fifty dollars (\$1250.00) each:**

- **Public Works Supervisor**
- **Selectmen's Secretary**

**Town Position on Tax Sale Properties:**

**The buyer of the property on Boston Turnpike withdrew. The Town does not want to take title to any of the properties at this time.**

**Development of a Blight Ordinance:**

TC showed the board an email sent by NDDH regarding a Blight Ordinance. There will be more discussion on the subject once research has been done on other towns.

**STEAP Grant Submissions:**

AB stated that there will be 2 STEAP grant applications. There will be one for the Union Society Building and one for the Transfer Station.

TC/RT moved to authorize the First Selectman to sign and submit the two STEAP grant applications. Unanimous

**Town/School Well Project:**

It has been determined that a new well must be dug. A site plan is being developed and once the site plan has been received, we can proceed with the well project.

**Set 2015 Board of Selectmen Meeting Dates:**

RT/TC moved to approve the dates of the 2015 Board of Selectmen meetings as follows:

January 5, February 2, March 2, April 6, May 4, June 1, July 6, August 3, September 14, October 5, November 9, and December 7, 2015. Unanimous

**Executive Session – Personnel Matters:**

AB/TC moved to move the Executive Session – Personnel Matters agenda item to the end of the meeting. Unanimous

**First Selectman’s Report:**

- Update of the bridge on Mill Bridge Rd.
- Insurance policy – computer crime
- Notification from NECCOG – Old Colony Road (the section that runs from Route 44 to Route 198) will be classified as a “collector” road.
- Possibility of funding through NECCOG for a design of improvements to traffic patterns in the center of Town.
- December BOS meeting is on the 8<sup>th</sup>
- Communications from the Library Board regarding the items budgeted to be Capital Projects.
- Discussion with First Selectman in Woodstock regarding the Care Taker position at Camp Nahaco Park
- Salt for the winter has been purchased. State bid this year is \$76.96 and last year was \$55.72.
- AB met with Assessor and the Veterans Memorial Committee and the Veterans Contact Person Jennifer Willich regarding veteran’s exemptions.

**Communications:**

- State Police Report
- DOT Letter regarding Route 244
- Ebola Virus Information
- CCM Prescription Discount Card Report

**Add to the Agenda:**

TC/ moved to add Town Events to the agenda. Unanimous

**Town Events:**

TC wants to put something in the Communicator to recruit volunteers for the Heritage Day Committee.

AB/RT moved that the Board of Selectmen go on record commending the Heritage Day Committee, Ag Faire Committee, and the Recreation Commission for all their good work. Unanimous

**Citizens Comments:**

**Tom Latham stated that the library still has water problems and that they should hold off on new flooring until it is resolved.**

**Chris Whitehouse stated his concerns that a citizen should be accountable for their actions. He spoke of his opposition to a truck prohibition on Route 244. He also thought that a person should be allowed to do what they want to do with their property regarding a Blight Ordinance. He also thought that the Town should have paid for legal services for all the defendants on Town Boards and Agencies that are involved in current litigation.**

**Tom Latham thought, with regards to a Blight Ordinance, that there was something in State Statute that guides how you go about dealing with an excessive number of unregistered automobiles on a property.**

**Jim Trowbridge stated his opposition to a truck prohibition on Route 244. He also spoke regarding a Blight Ordinance that he had looked into in the past and one issue with it would be enforcement.**

**Craig Whitehouse agreed with Chris Whitehouse and Jim Trowbridge.**

**Executive Session – Personnel Matters:**

**AB/TC moved to go into Executive Session at 7:55 pm.**

**AB/RT moved to come out of Executive Session at 8:29 pm.**

**Adjournment:**

**RT/TC moved to adjourn at 8:29 pm.**

**Respectfully submitted by: \_\_\_\_\_  
Brenda A. Willis, Secretary**

**Approved, December 8, 2014 \_\_\_\_\_  
First Selectman, Arthur W. Brodeur**