

The April 13, 2016, Regular Meeting of the Woodbridge Board of Selectmen was convened at 5:05 p.m. in the Town Hall Central Meeting Room by First Selectman Ellen Scalettar.

Present: Ms. Heller, Ms. Jacobs, Ms. Kayne, Ms. Scalettar, Mr. Anastasio and Mr. Dey

Present for Staff: Mr. Genovese, Administrative Officer/Director of Finance; Mr. Weiner, Town Counsel; Mrs. Shaw, Clerk

### **MICROGRID UPDATE**

Jim Mader and Michael Stein of the United Illuminating (Avangrid) Company explained that State of Connecticut Public Act 13-298 and Public Act 10-80 instituted a microgrid generation project that is installed, run, and maintained at no cost to the Town. The Woodbridge project will be installed at the Amity Regional High School and power the school (an emergency shelter) and Town campus buildings when the power grid is down due to storm or other disasters. Excess heat generated by the gas-powered/fuel cell equipment will help to heat Amity High School. All power distribution lines will be underground and junction boxes will be screened by plantings. U.I. plans to begin construction in June and complete by December 2016.

**COUNTRY CLUB OF WOODBRIDGE** - Ryan Phelps, Northeast Regional Manager for Billy Casper Golf and Tommy Miller, Course Manager

Mr. Phelps reviewed the status of the Country Club of Woodbridge prior to management by Billy Casper Golf. He then listed income for 2013 - \$1.15 million; 2014 - \$1.225 million; and \$1,364 million in 2015 - an 18% increase in three years. Membership and/or annual passes resulted in revenue of \$225,000 in 2013/2014 with an increase to \$263,000 in 2015. There was \$38,000 in charity events in 2013; \$196,000 in 2014; and \$236,000 in 2015.

Mr. Phelps said that according to the current agreement, that terminates on December 31, 2016 - the Town paid Billy Casper \$195,000 for 2014/15 and \$180,000 in 2016. 50% of all golf revenue over \$825,000 is split evenly between the Town and Billy Casper Golf. Mr. Phelps said the firm would consider only a one year agreement for 2017 unless the Town agrees to several capital expenditures for equipment, irrigation (\$100,000 immediately), and a facility to house the pro-shop. He noted that it costs approximately \$500,000 a year to maintain an 18 hole course.

### **OTHER COUNTRY CLUB OF WOODBRIDGE UPDATE**

Ms. Scalettar addressed an article in the Woodbridge Town News under the title "Across the Aisle". Mr. Dey and Mr. Anastasio reported that they had nothing to do with the article and that it expressed the view of the author, Ms. Kayne. Ms. Scalettar said that it was unfortunate that the article did not accurately reflect the information given at the March 9, 2009 meeting by the Town's Licensed Environmental Professional, Brian Washburn of HRP, that the environmental contamination found on the CCW property is contained and testing has shown that there is no danger to ground water.

Ms. Scalettar said that a letter has been sent to the residents in the country club area notifying them that the Town and HRP will hold a meeting on April 28<sup>th</sup>, at 6:30 p.m. in the Senior Center Cafeteria to answer questions from the residents. She said that she has contacted the current Department of Energy and Environmental Commissioner who has agreed to send a DEEP representative to the meeting.

**ADMINISTRATIVE OFFICER/DIRECTOR OF FINANCE'S REPORT**

Monthly Report - Mr. Genovese reported that as of March 31<sup>st</sup> he is projecting a fiscal year end budgetary surplus of \$320,245 resulting in a fund balance of \$4.51M or 9.80% of the annual projected expenses at the end of the fiscal year.

Funding Requests - The Board **VOTED** to recommend the following funding request to the Board of Finance:

1516-12 - Interdepartmental Transfer	Amount \$3,000
To: Parks Overtime (1520-00/50410)	\$1,000
Rental/Eqpt. (1520-00/53610)	500
Maintenance Supplies (1520-00/55130)	1,000
From: Other Revenues Replacement/Miscellaneous (1-6-1100/46200)	
For: Transfer donation from Beth-Wood Baseball League for clay material, safety improvements to ball fields, overtime, and provide temporary toilets for tournaments.	

(Scalettar - Heller) Unanimously Approved.

**Bid Award - Catch Basin Cleaning**

Bid #2016-08 - Catch Basin Cleaning - Pursuant to the recommendation of Warren Connors, Operations Manager and Mr. Genovese, Administrative Officer/Director of Finance, the Board **VOTED UNANIMOUSLY** (Scalettar - Heller) to award Bid #2016-08 - Catch Basin Cleaning to Shaw Vac Services LLC for the cost of \$23.45 per catch basin.

On-line Tax Collection - the Tax Collector, Pat Crisco spoke of the proposal to post tax information on line and to begin accepting tax payments via credit card. She explained that credit cards could only be used on- line, no in person, and she said that over 90 Connecticut towns have instituted the process.

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller - Anastasio) to accept the Tax Collector's proposal that (1) Town Tax Information be available on line and (2) the Town would accept on line only, tax payments via credit card.

Radio Communications Report: Police/Fire/Public Works - The Board received a draft report entitled "**Radio Terms, Simplification Report, Ad Hoc Radio Systems Committee**". The Report included a brief description of the various components that make up the radio system that is utilized by the departments of Police, Fire, Public Works, and the Town Paramedic. Selectmen Jacobs and Dey, members of the Committee, noted that the

police console (the call center) is out of date and the system has failed on several occasions. Ms. Scalettar said that the Committee is meeting with a consultant to establish the costs of a recommended system.

### **PUBLIC COMMENTS**

Roger Sherman, 5 Fairwood Road - agreed that the contamination is contained and not necessary for it to be addressed at this time. He also thanked the community volunteers that helped to spruce up the landscaping around the club house.

Deke Hotchkiss, Chair of The Country Club of Woodbridge Commission spoke of the status of several golf courses in the area. He noted that most of the costs referred to by Mr. Phelps related to removal of the club house and the tennis courts.

Amey Marrella, 184 Rimmon Road - referred to discussion of the environmental contamination and clean-up discussed at the March 9<sup>th</sup> meeting. She said that in September 2012 the Board of Selectmen authorized HRP to move forward with a remediation plan, however no invoices were issued to the Town by HRP and the RAP was not issued until March 9, 2016. She noted that HRP is scheduled to present an update of the environmental status at the country club and asked if the public has been notified of the meeting.

Gina Berrafati - Traditions at Oak Lane - Ms. Berrafati said that she wanted to correct some of the rumors circulating regarding Traditions. She said that the Club is negotiating to purchase the property it is now leasing; the golfing rates at the Country Club of Woodbridge are hurting the private courses; and the rumor that Laurel View in Hamden is closing is very premature.

Kate McGonegal, Fairview Road - concerned that she did not receive a notification from HRP and that the last testing was in 2011. She requested that both the Town and HRP have better communications with all the property owners in the vicinity of the Country Club.

Allison Jensen, Newton Road - urged the Administration to focus on managing expenses in order to lower taxes in light of the loss in property values.

Cathy Wick, 181 Rimmon Road - addressed the proposed 2017 budget. She stated that Woodbridge spending per capita is the 10<sup>th</sup> highest in the state; the municipal side of the budget is too high; there should be a freeze on hiring new personnel; and duties should be reassigned instead of replacing retirees.

Bob Hill, 68 Acorn Hill Road - thanked Billy Casper Golf for assistance in marketing the pool and the Town Building Maintenance Department for helping in various repairs. He put out a call for volunteers to work at the pool area from 9 a.m. to noon on April 16<sup>th</sup> and 30<sup>th</sup>.

Thomas Weil, Woodfield Road - concerned that the HRP letter clouds the property titles of those that received it and asked if the letter can be rescinded if there is no contamination found on the individual properties.

Richard Forselius, Racebrook Road – stated that the Selectmen are stewards of the Town; that any development plans should be delayed until a business plan with citizen oversight is developed for the CCW property.

David Lober, 35 Wepawaug Road – said that Herb Newman, a local architect, has said that the CCW club house could be reconfigured at a lower cost than estimated in previous studies.

**GARDEN CLUB OF WOODBRIDGE PERMISSION FOR PLANT SALE**

The Board of Selectmen **VOTED UNANIMOUSLY** (Jacobs – Anastasio) to authorize the Garden Club of Woodbridge to hold a plant sale, 9 a.m. – 2 p.m. on Saturday, May 14, 2016, in the “Grove” behind the Library.

**THE COMMISSION ON THE USE OF PUBLICLY OWNED PROPERTIES (CUPOP)  
REPORT**

CUPOP, Chair Kimberly Hynes reported that after receiving input from members of the public, the Best Organic/Outdoor Maintenance & Management Practices Committee, and Thera and Andy Stack, Co-Chairs of the Community Gardens membership, the Commission recommends the following:

- The Selectmen establish a three person Committee from among the membership of the Woodbridge Community Gardens Committee to oversee the Gardens
- Plots are to be identified by number
- An electronic bulletin board be established for better communication
- Non-residents must be sponsored by resident co-gardener
- Returning gardeners in good standing be given preference for plots
- Speed limit and parking signs posted. Parking near the gardens for gardeners only

Other recommendations addressed the application process, fencing, and general maintenance of the gardens and will be referred to the Gardeners membership.

**ARCHAEOLOGICAL TEST EXCAVATION – Dr. Cosimo Sgarlata**

Dr. Cosimo Sgarlata, Professor from Western Connecticut State University requested permission to perform limited test excavations on Town property at the base of West Rock. The excavations will continue to establish a detailed history of those cultures inhabiting the West River Valley from 10,000 to 500 years ago.

It was the **CONSENSUS** of the Board to approve Dr. Sgarlata’s request to conduct archaeological testing on the Bishop Trail and Indian Trail (Park lane) Town Owned property, pending submission of a current certificate of insurance (from Western CT State University) and oversight by Inland Wetland Enforcement Officer Terry Gilbertson and Administrative Officer/Director of Finance Anthony Genovese

**AMITY-WOODBRIDGE HISTORICAL SOCIETY – Donald Menzies**

Mr. Menzies requested permission for two filming events on Town property. (1) to film a portion of a short film entitled The Jerome Project on the grounds of The Old South School on Johnson Road; (2) from a CBS associate to film the June 12<sup>th</sup> Tavern Night at the Darling House.

It was the **CONSENSUS** of the Board to approve, pending submission of Certificates of Insurance and approval by Town Counsel of the proper agreements:

June 12, 2016 - Filming by CBS (contact: Luis Giraldo) Darling House Tavern Night  
May 4, 2016 - Filming of a documentary (contact: Merle Augustin) at the Old South School – 1181 Johnson Road

**WOODBIDGE VOLUNTEER FIRE ASSOCIATION – Permission for Fireworks Display**

Fire Chief Sean Rowland requests permission for the Fire Association to hold a fireworks display in conjunction with the October 31, 2016, Truck or Treat.

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Dey) to authorize the Woodbridge Volunteer Fire Association to conduct a Fire Works Display, October 31, 2016, from 7:15 p.m. to 7:45 p.m. following the annual Truck or Treat from 5:00 p.m. to 7:45 p.m. subject to the same conditions/public security plan as in 2015.

**AMITY TEEN CENTER – REQUEST TO WAIVE PERMIT FEES FOR SIDING REPAIR**

Ms. Cohen said that the Teen Center will undergo a multi-stage project to repair siding. She is requesting that building fees connected with the project be waived.

The Board of Selectmen **VOTED UNANIMOUSLY** (Kayne – Heller) to waive the building permit fees related to the siding repair including the first stage and any subsequent stages that might develop for the Amity Teen Center, 10 Selden Street, Woodbridge. And further to waive any Town Plan & Zoning Commission application fee that may be required for the repair project.

**ADOPT THE FOLLOWING FOR 2016: ada Notice; Affirmative Action Policy Statement; Community Development Block Grant Conflict of Interest Policy; Fair Housing Policy Statement; Fair Housing Resolution; Municipal Grievance Procedure.**

Ms. Shaw explained that for the Town to qualify for state and federal programs the listed notices and polices must be adopted each year.

The Board of Selectmen **VOTED UNANIMOUSLY** (Jacobs – Heller) to adopt the following for 2016 and to authorize the First Selectman to sign the following documents: ADA Notice; Affirmative Action Policy Statement; Community Development Block Grant Conflict of Interest Policy; Fair Housing Policy Statement; Fair Housing Resolution; Municipal Grievance Procedure.

**CALL THE ANNUAL TOWN MEETING FOR MAY 16, 2016**

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller - Dey): to call the Town of Woodbridge Annual Town Meeting for 7:30 P.M. EDT, Monday, May 16, 2016, in The Center Building Gymnasium to act on the following as listed subject to the Board acknowledging receipt of the response from Town Plan & Zoning regarding the 8-24 for 27 Laurel Road.

- I. To Elect a Town Meeting Moderator for a term of two (2) years, pursuant to Chapter 1, Article III of the Ordinances of the Town of Woodbridge. Nominations (will/may) be made from the floor.
- II. To Act on the FY2017 Budget as recommended by the Board of Finance.
- III. To Act on the proposed abandonment of Town of Woodbridge owned property that consists of a strip of land known as 27 Laurel Road which is between property known as 25 Laurel road and 26 Laurel Road and said strip of land as more fully described on Assessors map 28.2. All abutting landowners have consented to this abandonment.
- IV. Other business as proper to come before the meeting.

**TOWN COUNSEL'S REPORT**

- a. 27 Laurel Road – The Board acknowledged receipt of the response from Town Plan and Zoning regarding the proposed abandonment of Town owned property known as 27 Laurel Road. The Town Plan & Zoning Commission approved the proposed abandonment.
- b. Foreclosure – the Town has received notice that a bank is foreclosing on property on which the Town has a lien to cover funds loaned to the homeowner for housing rehabilitation under the Small Cities Grant. Mr. Weiner has filed an appearance in the case. Any funds the Town receives will be reinvested in the program for use by other qualified property owners.

**PERSONNEL COMMITTEE REPORT**

Library Head of Adult Services – Ms. Scalettar said that the Library Commission has reconfigured some of the duties and created a new full time position, Head of Adult Services.

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller - Anastasio) to accept the recommendation of the Library Commission and Personnel Committee to promote Katherine Ward to the position of Head of Adult Services.

Senior Clerk Administration Department – Ms. Scalettar reported that following the retirement of Lynne Anglace, the union position was reconfigured to include additional duties and assistance to the Assistant Administrative Officer and staffing for some meetings. A committee composed of Mr. Genovese, Ms. Yagla, and Ms. Piccirillo

interviewed applicants for the position and voted unanimously to recommend Antonia Belenski to the Personnel Committee for consideration.

The Board of Selectmen **VOTED** (Jacobs – Anastasio) to accept the recommendation of the Personnel Committee to hire Antonia Belenski to fill the vacant position of Senior Clerk in the Administration Department.

Vote: Aye – Anastasio, Dey, Heller, Jacobs, Scalettar  
Nay – Kayne

The motion passed.

Recreation Director – Ms. Scalettar said the matter of the Recreation Director's compensation was discussed by both the Board of Selectmen and Board of Finance during the budget process. The Board of Finance decided that the compensation was a personnel/Board of Selectmen matter.

The Board of Selectmen **VOTED UNANIMOUSLY** (Dey – Jacobs) to accept the recommendation of the Recreation Commission and the Personnel Committee and grant the Recreation Director an increase of \$10,000 per year effective July 1, 2016.

### **TOWN CLERK'S REPORT**

The Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar- Heller) to acknowledge receipt of the Town Clerk's report for the month ending March 31, 2016.

### **MINUTES**

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Dey) to approve the following minutes:

December 2, 2015 – Special Meeting  
January 13, 2016 – Regular Meeting  
February 29, 2016 – Special meeting  
March 30, 2016 – Special Meeting

### **FIRST SELECTMAN'S REPORT**

#### **Economic Development –**

- Ms. Scalettar said that she, Ms. Yagla, and members of the Economic Development Commission have been meeting with REX the Regional Economic Development entity to encourage them to promote Woodbridge both locally and at an upcoming international conference.
- Ms. Yagla organized a "Business After Hours" at the New England Brewing Company attended by approximately 40 businesses.
- The second business cluster meeting was with the Health Care businesses in Town.

- With Ms. Yagla, visited a circus school, AirTemple Arts, on located on Research Drive
- With Ms. Yagla and Mr. Genovese met with CONNDOT and the New Haven Transportation Department for an update on the short term improvements in the area of Exit 59. The funding has been set aside and the project is on target for 2018
- Met with Town Planner Leslie Creane who is doing a Plan and Zoning review of the business district in connection with the POCD
- Met with Steve Miller and Frank Perrotti to discuss different opportunities that might come up in the business district. She also wanted them to be aware of the Exit 59 area project as it abuts Mr. Perrotti's property. She also noted that the storage containers have been removed from Mr. Perrotti's property that fronts Litchfield Turnpike between Merritt Avenue and the Wilbur Cross Parkway.

#### Community Building

- There have been two Wisdom of Woodbridge lectures since the last meeting: (1) Yaron Baitch of AuthAir re internet security (2) Jon Gorham and Steve Munno gave a presentation on climate change and the food system
- Met with Eric Werthmann and Katharine Ward to discuss plans for the next Town /Long Wharf theater event - the Steve Martin play. Also to discuss the next One Book/One Town.
- Met with JCC staff to discuss an international festival for the fall
- Met with Alan DeYoung, a member of GATVC, and Pua Ford to discuss how the Town can better promote Channel 79 - make people aware that they can view meetings on line

#### Regional Cooperation

- Ms. Scalettar said that regional cooperation is very important so attends the monthly South Central Connecticut Regional Governments meeting, holds monthly meetings with Mayor Harp (partnering with New Haven has elevated the Exit 59 project)
- Attended Mayor Harp's New Haven Restaurant Week with Mayor Harp at Terry Lodge
- Met with Milford Mayor Ben Blake to discuss possible synergies for Milford and Woodbridge.

#### Recognitions

- Al Pullo, Business and Operations Director at Beecher Road School was awarded the State Board of Connecticut Tools for Schools Hero Award, a State Department of Health program for clean environments and air in schools.
- Charlie Whiting was the Person of the Month
- Attended the celebration of Sidney Perry as she is retiring as CEO of the New Haven Jewish Federation and Jewish Community Center. Held at B'nai Jacob - over 700 attended to pay tribute to her

Other

- Met with DEEP Commissioner Rob Klee to request that a department member attend the April 28<sup>th</sup> meeting re the CCW contamination.
- Regional Water Authority Houses – the RWA has been given permission by the State to move forward with disposition of the houses on its property. The representatives are working with Jason Morrill re the properties in Woodbridge
- Betsy Yagla has been working on the Town's emergency contact system. Ms. Scalettar attended a meeting with Town departments, the schools, and the daycare re the use of the Everbridge Emergency Communication System.
- Received a \$3,000 check from the Beth-Wood Baseball League to help defray the cost of maintaining the ball fields.

**LIAISON REPORTS**

**Ms. Scalettar:** Amity Regional District #5 Board of Education - the budget referendum is scheduled for May 3<sup>rd</sup>; graduation will take place on June 15<sup>th</sup>; the Boys Cross Country Team was recognized for winning the State Championship; Jack Levine is retiring as the Director of Finance and Operations. Theresa Loomis, the Assistant, has been appointed to fill the vacancy

**Mr. Dey:** The Conservation Commission – not able to attend  
The Country Club of Woodbridge Commission - is preparing a report to the Board of Selectmen of its recommendations for the use/development of the property.

**Ms. Kayne:** The Recreation Commission – Beecher Road School Pool is very active, many positive reports re the electronic filtering system; discussed marketing strategies and preparation of the country club pool.

Woodbridge Board of Education – In January she spoke to the sixth grade environmental club about the hazards of plastic bags. The six grade club made a work on the theme and made a presentation on the subject to the Board of Education; the June 6 – June 10<sup>th</sup> Art Week theme is recyclables as art; Beecher Girl Scouts are collecting bottle caps that will be sold through an organization to purchase children's wheelchairs.

**Mr. Anastasio:** The Library Commission – have chosen a Woodbridge owned company to provide new signage within the library; Friends of the Library book sale is scheduled for June 4, 5, 6.

The Town Plan and Zoning Commission – held a special meeting regarding the Jewish Community Center's application to amend its special permit for the operation of the pool to extend the hours of use; the abutting residents are opposing the amendment and have hired a lawyer. The Commission will hold a public hearing on May 9<sup>th</sup> to receive comments regarding the Woodbridge Village developer application to remove the age restriction from the permit to construct a mixed use development on Bradley Road.

Town Planning Consultant, Leslie Creane is conducting an on-line survey to receive input as to what type of architectural development residents would like to see in the business district.

**Ms. Heller:** The Inland Wetlands Agency deferred three applications to Mr. Gilbertson, Inland Wetlands Enforcement Officer to oversee.

The Fire Commission - most of the fleet is requiring more maintenance; Fire Safety in memory of Eva Block is April 9<sup>th</sup>; solutions are being sought for dispatch issues; the Fire Marshal performed 92 inspections.

**Ms. Jacobs:** The Economic Development Commission will hold an outreach breakfast on May 3<sup>rd</sup>, 7:30 a.m. at the Jewish Community Center.

The Commission on the Use of Publicly Owned Property is studying the issues of memorial benches on the Fitzgerald Property.

### **EXECUTIVE SESSION**

At 8:50 p.m. the Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar - Jacobs) to move into executive session pursuant Section 1-200(6)(D) of the Connecticut General Statutes to receive an update on the Country Club of Woodbridge and to invite Gerald T. Weiner, Town Counsel to attend.

At 9:25 p.m. the Board of Selectmen returned to the Regular Meeting.

No motions were made or votes taken in executive session.

### **ADJOURNMENT**

On a non-debatable motion by Mr. Dey, seconded by Ms. Jacobs the meeting adjourned at 9:26 p.m.

Respectfully submitted,  
Geraldine S. Shaw, Clerk.