

The September 14, 2016, Regular Meeting of the Woodbridge Board of Selectmen was convened at 5:00 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; Ms. Yagla, Assistant Administrative Officer; and Mrs. Shaw, Clerk.

**MASSARO FARM REQUESTS FOR PERMISSION: GEOCACHING ON TOWN PROPERTY**

Geocaching – Ms. Poole said that one of the planned activities for the month of October is geocaching, an activity similar to a scavenger hunt. The “cache”, consisting of a log book and stamp, are placed in a waterproof container along with clues to find the next site. Two of the sites they want to use are the Old South School on Johnson Road and Alice Newton Street Park.

The Board of Selectmen **VOTED UNANIMOUSLY** (Kayne – Anastasio) to grant Massaro Farm permission to include The Old South School, 1181 Johnson Road and Alice Newton Street Park as sites for the geocaching event to be held in connection with Massaro Farm Family Fun Day.

Display Banner – on Old Fire House Triangle – Ms. Poole said that the Massaro Farm is seeking permission to hang a 3’ x 8’ banner announcing the Family Fun Day on the Old Fire House Triangle from September 17<sup>th</sup> through October 8<sup>th</sup>.

The Board of Selectmen **VOTED UNANIMOUSLY** (Kayne – Heller) to grant Massaro Farm permission to display a banner on the Old Fire House Triangle from September 17<sup>th</sup> announcing the October 8<sup>th</sup> Family Fun Day at Massaro Farm.

**WOODBIDGE BOARD OF EDUCATION**

Superintendent Bob Gilbert introduced Principal Gina Prisco, and Assistant Principal Analisa Sherman who would also give brief updates on the opening of the school year.

Mr. Gilbert said that he is very impressed with Beecher Road School, the staff, students, and support of the parents. He said that he will bring different staff members to the Selectmen’s meetings to report on various aspects of the curriculum and activities.

Mr. Gilbert said that the 2017 budget is experiencing a \$20,000 shortfall due to some unanticipated special education costs, and retirements. The finance committee is working on the 2018 capital budget; there are still a few punch list items open on the building project; and the Beecher Road School website will have a superintendent link. He noted that enrollment stood at 776 and the Board is working with a professional to project for the next ten years.

Ms. Prisco said that the school year began with two days of staff professional development, a welcome back ice cream social and three open house events. The open house program included available services, meeting the teacher, and a typical school day. The next planned event is the Outdoor Read to celebrate summer.

Ms. Sherman said she is an alumna of Beecher Road School – so she is very happy to be the Assistant Principal at her former school. She reported that students' language/arts and math scores have improved. Language/arts 2015 was at 73.6% and 2016 at 80.1%. Math for 2015 was at 61% (with Beecher 6<sup>th</sup> in its DRG of 21) and in 2016 at 71% (with Beecher 5<sup>th</sup> in its DRG of 21.) Fifth grade science in 2015 was at 81% of goal and in 2016 at 94% of goal – one of the highest scores across the State.

**BOY SCOUT TROOP 63 – PERMISSION FOR HOLIDAY TREE/GREENS SALE AND SIGNS**

Charlie Whiting announced that he is retiring from the Holiday Tree/Greens sale and that the head organizer of the event will be Ms. Susan Leigh.

Ms. Leigh has been involved with the sale for 8 years and co-chair for 3 years. The Troop is requesting to use the Old Fire House Grove for the tree and greens sale from November 25<sup>th</sup> till December 24<sup>th</sup> and to place over-size signs announcing the event on Town property.

The Board of Selectmen **VOTED UNANIMOUSLY** (Kayne – Dey) to grant permission to Boy Scout Troop 63 the use of the Fire House Grove for the 2016 Holiday Tree and Greens Sale from Friday, November 25<sup>th</sup> until Saturday, December 24<sup>th</sup> or until all the trees/greens are sold, whichever date comes first. And further to grant permission to display oversize signs on Town property announcing the event.

**AMITY REGIONAL BOARD OF EDUCATION UPDATE, SUPERINTENDENT DR. CHIP DUMAIS**

Dr. Dumais reported that school staff members shared that the 2016/17 opening is one of the best they have experienced. The focus of the grand opening and the year is relationships and empathy. At the High School upper classmen helped to transition the incoming students to the school. Students' educational progress will be tracked in PowerSchool, the student data management system. This tracking will identify learning problems so they can be addressed immediately. This is also the second year of Instructional Rounds, a system for taking a diagnostic look at teaching and learning in the classrooms across the entire district. Enrollment increased in the middle schools – but the high school is flat.

**ADOPT REVISED ADA MUNICIPAL GRIEVANCE PROCEDURE**

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Scalettar) to adopt and authorize the First Selectman to sign a revised ADA Municipal Grievance Procedure that includes as a contact Assistant Administrative Officer Betsy Yagla.

**ADMINISTRATIVE OFFICER/DIRECTOR OF FINANCE REPORT**

Preliminary Year End Report – Mr. Genovese presented the Unaudited 2016 Preliminary Year End Report of revenues and expenditures. The result is a surplus of \$358,654. He said that combined with \$146,251 in cancelled prior year encumbrances, the Town has an unaudited unassigned fund balance of \$5,096,243. Which represents 11.00% of the FY2016 expenditures.

Grants – Mr. Genovese said that to date there has been no notification re the STEAP Grant for Animal Control. He said that the Small Cities Grant for construction of a lavatory in the Senior Center has been received. The plan is to begin construction in January/February 2017.

Tax Refunds - The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Kayne) to refund taxes in the amount of \$1,988.25 pursuant to Connecticut General Statutes Sections 12-124 through 129 and the recommendation of the Tax Collector.

Funding Request – Mr. Genovese explained that the police union contract settled at 2.5%. The other Town employees' contract is still in negotiation. The funding request covers the funding for a 2.5% retroactive pay for those employees on the current payroll. The auditors recommend that due to the timing, it is best to capture the required funding in this year's budget.

The Board of Selectmen **VOTED** to recommend the following funding request to the Board of Finance:

#1516 – Allocation Amount: \$135,975.00  
To: Various Departments as listed on the attached  
From: Contingency (1170-00/56800)  
For: Employee Retroactive Pay for FY16 as listed  
(Scalettar – Heller) Unanimously Approved

**AWARD OF BID - THOMAS DARLING HOUSE ROOF – Leland Torrence**

Mr. Torrence said that the Amity-Woodbridge Historical Society, the Town and various craftsmen have been working on repairs to the Thomas Darling House for several years. He said that the Amity Woodbridge Historical Society is probably the only organization that has received two consecutive grants from the CT Trust for Historic Preservation.

Mr. Torrence explained that the RFP for the roof project was sent to bidders qualified in historic roof work by the Connecticut Trust. The Town received three bids for the Roof Replacement Project. Following review the apparent low bidder is Connecticut Roofcrafters of West Haven and both he and Mr. Genovese recommend awarding the bid to this firm for \$23,505 (Base Bid plus Alternates 1, 2, 3.)

The Board questioned the difference between a base bid from CT Roofcrafters of \$14,700 and the next bidder, Taratino Roofing & Coppersmith LLC who entered a base bid of \$42,600. Mr. Torrence assured the Board that he thoroughly vetted the CT Roofcrafters of West Haven bid; he has worked with them on many projects and is very comfortable recommending the award.

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Dey) to award the bid for the Roof Replacement Project at the Thomas Darling House to Connecticut Roofcrafters of West Haven for a bid of \$23,505 which is the base bid plus alternates 1, 2, 3.

The Board also questioned why Alt. #4 – the apartment roof – was not included at this time. Mr. Torrence said that the condition of the apartment roof is not bad and he prefers to use the funds for lead abatement.

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Dey) to award the bid for the Roof Replacement Project at the Thomas Darling House to Connecticut Roofcrafters of West Haven for a bid \$23,505 which is the base bid plus alternates 1, 2, 3.

**PUBLIC HEARING – Proposal to Repeal Woodbridge Ordinance Article XVII Sections 75-87 thru 75-90, “Country Club of Woodbridge Commission”**

At 6:30 p.m. Ms. Scalettar recessed the Board of Selectmen meeting to convene the Public Hearing. The Public Hearing minutes are recorded separate from the minutes of the Board.

At 6:40 p.m. Ms. Scalettar reconvened the Board of Selectmen meeting.

**BOARD ACTION ON PROPOSAL TO REPEAL ORDINANCE ARTICLE XVII SECTIONS 75-87 THRU 75-90, ENTITLED “COUNTRY CLUB OF WOODBRIDGE COMMISSION”**

Following the close of the Public Hearing, the Board of Selectmen considered the following resolution:

**RESOLVED:** That the Board of Selectmen hereby repeals Article XVII Sections 75-87 through 75-90 of the Code of Ordinances of the Town of Woodbridge entitled “Country Club of Woodbridge Commission”. This resolution shall become effective on October 29, 2016 in accordance with Section 4.5(e) of the Charter of the Town of Woodbridge.

**Discussion:** Ms. Kayne said that the Ordinance and the Country Club of Woodbridge Commission should remain in effect until the end of the year to oversee the closing of the golf course.

Ms. Jacobs moved and Ms. Heller moved to adopt the resolution

**VOTE:** Aye – Heller, Jacobs, Scalettar, Anastasio, Dey

Nay – Kayne

The resolution was adopted.

**Other** – Mr. Genovese said that he has received a request from Billy Casper Golf to cease golf operations on October 31, 2016.

**ASSISTANT ADMINISTRATIVE OFFICER'S REPORT**

New Website – Ms. Yagla presented a power point review of the Town's new website scheduled to launch on September 22, 2016.

Free Town Promotional Video – Ms. Yagla said that a California company has offered to prepare a free promotional video for the Town what would be accessed from the Town's website. She presented a power point showing other municipalities across the country. The professional video would feature different aspects of the Town and would be prepared this coming October and/or November. Cost of the video is covered by advertising videos from businesses – solicited by the producers of the promotional video.

The Board expressed concern as to possible content of sponsors' advertising videos that would be viewed on the Town's web page. The Board agreed to send any questions/concerns to Ms. Yagla and that she would contact the company.

Other – Ms. Yagla shared the poster listing the events for the October FALLAPALOOZA 2016.

**PUBLIC COMMENTS**

There were no comments from the public.

**TOWN COUNSEL'S REPORT**

Mr. Weiner had no report

**TOWN CLERK'S REPORT**

The Board of Selectmen **VOTED UNANIMOUSLY** to acknowledge receipt of the Town Clerk's Report for the month ending August 31, 2016.

**MINUTES**

The Board reviewed and acted on the following minutes:

March 9, 2016 – Regular Meeting – Approved with correction of typos. (Anastasio – Kayne)

April 13, 2016 – Regular Meeting – Approved with correction of typos. (Heller – Kayne)

May 11, 2016 – Special Meeting – Approved with corrections (Scalettar – Anastasio)

June 14, 2016 – Special Meeting – Approved with correction (Scalettar – Anastasio)

August 1, 2016 – Special Meeting – Approved (Heller – Dey)

August 4, 2016 – Special Meeting- Approved (Anastasio – Dey)

August 24, 2016 – Special Meeting – Approved with correction and addition of Ms. Heller's statement page 8 of 8 under "comments". (Heller – Anastasio)

September 6, 2016 – Special Meeting – Approved (Anastasio – Heller) Mr. Dey Abstained

**RESIGNATIONS**

The Board of Selectmen acknowledged receipt of Rob Leonard's resignation from the Economic Development Commission and directed the Clerk to send him a letter acknowledging his contribution to the Commission.

The Board acknowledged receipt of Deke Hotchkiss' resignation from the Country Club of Woodbridge Commission and directed the Clerk to send him a letter acknowledging his many years of service and contributions to the Commission.

**FIRST SELECTMAN'S REPORT**

Ms. Scalettar referred to a letter from the Jewish Federation of Greater New Haven thanking the Woodbridge Police Department for their generous assistance in the Federation's August 18<sup>th</sup> security seminar.

Ms. Scalettar read the proclamation proclaiming September 28 – October 2 Diaper Need Awareness Week.

**Economic Development**

- Attended grand opening of Pappas Diagnostics on Hazel Terrace
- Visited Palette Art Studio located in the shopping center on Bradley Road
- Attended the September EDC meeting; one of the priorities discussed was interest in expanding Woodbridge bus routes to accommodate workers coming to Woodbridge and going to New Haven

**Country Club of Woodbridge**

- Met with Tom Weill regarding his suggestions for the Country Club
- Introduced Mr. Betts to Mayor Harp; New Haven is a key player in the potential Redan Reserve development

**Woodbridge Meetings & Community Events – Attended:**

- Concerts on the Green
- Woodbridge Volunteer Fire Association Picnic
- Not available to attend WVFA September 11 memorial service
- Greek Odyssey Festival at St. Barbara's Church in Orange
- Massaro Farm Dinner
- Woodbridge Person of the Month
  - July: Andy and Thera Stack for commitment and leadership with the Community Gardens
  - August: Woodbridge Garden Club for the beauty they bring to our Town of Woodbridge
- Dr. Arnold re the American Chestnut Grove – none of the trees survived

- Schools:
  - Beecher PTO Ice Cream Social
  - Seventh Grade Picnic – welcoming children to Middle School
  - Amity High School received a grant award of \$19,000 from Frontier Communications; grant will go for improvements to Amity's Media Fine Arts and Video Production programs
  - Met with High School student Ananya Kachru who is working on establishing a Presidential Youth Council; discussed a possible Amity Youth Council working with the three towns.
- Wayfinding Signs Committee
- Police Chief Cappiello and Fire Chief Rowland re dispatch
- IT Committee
- Bill McMinn re Woodbridge Events magazine financing models

**Broader Community**

- Appeared on Face the State: topic was state cap on municipal car tax rates
- Met with United Way CEO Jennifer Heath
- Attended Mayor Harp's luncheon at the Tennis Center

**LIAISON REPORTS**

**Ms. Jacobs:** CUPOP – No meeting in July or August

Police Commission – approved the JCC Bagel Run; the prescription drug disposal is scheduled for Saturday, October 22, at the Police Department.

**Ms. Heller:** Fire Commission – did not meet in July – not available for August meeting.

The 9/11 memorial service was held at the Fire Hose, 10:30 a.m. on Sunday September 11<sup>th</sup>.

Human Services Commission – working on the plans to revitalize the Senior Center and for the lavatory; took a field trip to the Westbrook Senior Center

Inland Wetlands Agency – issued a cease and desist for driveway work in the uplands regulated area at 163 Center Road; received three new applications and scheduled site visits; and approved release of a performance bond.

**Mr. Dey:** Conservation Commission – no August meeting

**Ms. Kayne:** Recreation Commission – not able to attend the July and August meetings but did report that the Country Club of Woodbridge Pool had an amazing summer.

Woodbridge Board of Education – the July 18<sup>th</sup> meeting was in executive session where goals and aspirations for the coming year were discussed. This document has not been published. The Board was extremely pleased with the number of parents that participated in the "Parent Survey".

**Mr. Anastasio:** Town Plan & Zoning Commission – Approved size and new location for a sign at 260 Amity Road; renewed a home office permit for 19 Diane Drive; referred an application for

**BOARD OF SELECTMEN  
REGULAR MEETING  
SEPTEMBER 14, 2016**

**Approved**

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home office permit at 255 Newton Road to public hearing; received an application for select time harvest on property located at 902 Baldwin Road.

Library Commission – 50 chairs from the community room need to be replaced due to mold; The Children’s Library will reopen on September 15<sup>th</sup>.

**Ms. Scalettar:** Amity Regional Board of Education – The Principal gave an overview of Amity’s Core Values – goal is to create an inclusive community through the principles of fairness, respect, and compassion; The Alliance for Prevention and Wellness gave a presentation on a proposed online survey to identify youth risk behaviors so they can help the school and the community come up with prevention strategies and ways to help students; the Fuel Cell has been installed and Dr. Dumais commented on the outstanding job done by the contractors who worked evenings and weekends with minimal disruption; Mr. Sisa explained that two of the by-products of the energy generated by the fuel cell are drinking water grade waste water and waste heat which may be used to aid in heating the building and to heat hot water; the Board also reviewed data regarding their decision to self-insure; they are refinancing their debt for a savings of \$1.2M over the life of the bonds and authorizing \$2M in new bonding for capital projects.

**EXECUTIVE SESSION**

At 7:00 p.m. the Board of Selectmen **VOTED UNANIMOUSLY** (Jacobs – Anastasio) to add to the published executive session discussion of the Billy Casper Golf potential early termination of the agreement.

The Board of Selectmen **VOTED UNANIMOUSLY** (Jacobs – Kayne) to move into executive session pursuant to Connecticut General Statute Section 1-200(6)(D); 1-210(b)(24) concerning Redan Reserve LLC/Country Club of Woodbridge, Update on Negotiations Regarding Sale of Land and update and discussion of the Billy Casper Golf potential early termination of the agreement and to invite Mr. Weiner and Mr. Genovese to attend.

7:50 p.m. the Board moved out of executive session and returned to the regular meeting. No motions were made or votes taken in executive session.

**ADJOURNMENT**

On a non-debatable motion by Ms. Heller, seconded by Mr. Dey the meeting adjourned at 7:51 p.m.

Respectfully submitted,  
Geraldine S. Shaw, Clerk

**BOARD OF SELECTMEN PUBLIC HEARING**

Approved

**SEPTEMBER 14, 2016 - TO RECEIVE COMMENTS RE THE PROPOSAL TO REPEAL WOODBRIDGE ORDINANCE ESTABLISHING THE COUNTRY CLUB OF WOODBRIDGE COMMISSION Page 1 of 3**

The Board of Selectmen Public Hearing to receive comments on the proposal to repeal Article XVII, Sections 75-87 through 75-90 of the Code of Ordinances of the Town of Woodbridge entitled "Country Club of Woodbridge Commission" was convened at 6:00 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; Ms. Yagla, Assistant Administrative Officer; and Mrs. Shaw, Clerk.

Ms. Scalettar opened the Public Hearing and stated: "In accordance with Section 4-5(b)(1) of The Charter of the Town of Woodbridge - I now call this Public Hearing to order to receive comments regarding the proposal to repeal Article XVII, Sections 75-87 through 75-90 of the Code of Ordinances of the Town of Woodbridge entitled 'Country Club of Woodbridge Commission' for reasons including, but not limited to, the recent decision of the Board of Selectmen that the Town will no longer be operating a golf course. "

The legal notice was published in the New Haven Register on August 31, 2016.

Ms. Scalettar asked for a motion to waive the reading of the legal notice. The Board **VOTED UNANIMOUSLY** (Heller – Jacobs) to waive the reading, however, the clerk has included the notice here for historical purposes.

**TOWN OF WOODBRIDGE  
LEGAL NOTICE**

*The Board of Selectmen of the Town of Woodbridge will hold a PUBLIC HEARING on Wednesday, September 14, 2016, at 6:00 p.m. in the central Meeting Room of the Town Hall, 11 Meetinghouse Lane, Woodbridge, CT 06525.*

*Purpose of the Public Hearing is to receive comments on the proposal to repeal Article XVII, Sections 75-87 through 75-90, of the Code of Ordinances of the Town of Woodbridge entitled "Country Club of Woodbridge Commission", for reasons including, but not limited to, the recent decision of the Board of Selectmen that the Town will no longer be operating a golf course.*

*A copy of the ordinance to be repealed may be reviewed at the Office of the Town Clerk, 9:00 a.m. to 4:00 p.m., Monday through Friday.*

*Written comments may be filed with the First Selectman's Office until 4:00 p.m. on Wednesday, September 14, 2016 or submitted to the Selectmen at the Public Hearing that evening.*

*Date this 31<sup>st</sup> day of August 2016.*

*Board of Selectmen, Town of Woodbridge*

Mr. Weiner explained that at the July meeting the Board of Selectmen chose to refer to public hearing the possible repeal of the subject ordinance. The Charter provides for a public hearing to receive comments from the public on the possible repeal of an ordinance. Following receipt of those comments the Board of Selectmen will vote to approve the resolution or disapprove the resolution. If approved, the resolution is published notifying the public of the date the resolution is effective – not less than 30 days or more than 90 days from the date of adoption.

Ms. Scalettar asked if there were any comments from the public on the proposed resolution.

Ms. Phyllis Genel, 33 Richard Sweet Drive and Vice Chair of the Country Club of Woodbridge Commission read the following statement:

*As I have been a member of the Country Club of Woodbridge Commission for five (5) years and I have been Vice Chairman since 2012. Currently following the resignation of the Commission's long time Chairman, Deke Hotchkiss, I have been acting as the Chair. However on this occasion I speak for myself, not the CCW Commission.*

*I was a member of the Recreation Commission for 14 years, overseeing the initiation of Woodbridge Day, the Woodbridge Day Road Race, the Fitzgerald Walking Trails and ball fields on Acorn Hill Road.*

*What the Woodbridge Board of Selectmen intends to do is simply a formality as in effect the Commission ceased to function three years ago, in my opinion. According to Article XVII 75-90 of the 2011 ordinance establishing the CCW Commission, the Commission has assisted within its enumerated powers, but many of these have been assimilated by the Board of Selectmen and the Recreation Commission. As has been pointed out by others, the CCW Golf Course under the management of Billy Casper had its most successful year in 2015. But rather than going for requests for proposals from other golf furnishing companies in a timely fashion as advised by the CCW Commission. The Board did not attempt to renew the cart path when the CCW was on a positive trajectory - nothing was done. As a consequence, the uncertainty of the financial viability of the CCW golf course is jeopardized by a loss of members and the many tournaments which could have been booked for 2016.*

*From my perspective it is a shame that the leadership in Town never took the opportunity to really see the golf course in action or understand the golf business. They never played the course, let alone walk the course, they never saw all the young kids in camp learning the game of golf, never saw the Amity High School team, and neither the men or the women practicing there.*

*The CCW Golf Course is one of the finest municipal golf courses in our area that has been overlooked and maligned in the process.*

*Finally I must add a few words in recognition of Deke Hotchkiss' exemplary service to the Town of Woodbridge. Since the CCW Commission was formed, Deke has been the most*

**BOARD OF SELECTMEN PUBLIC HEARING**

**Approved**

**SEPTEMBER 14, 2016 - TO RECEIVE COMMENTS RE THE PROPOSAL TO REPEAL WOODBRIDGE  
ORDINANCE ESTABLISHING THE COUNTRY CLUB OF WOODBRIDGE COMMISSION Page 3 of 3**

*knowledgeable, dedicated and hardest working chairman of any group that I have ever been a part of. In fact for the past few years he has simultaneously served as Chair and Secretary. He has spent countless hours trying to improve all facets of the Country Club of Woodbridge property. We need more people like Deke willing to serve the Town. He deserves the Town of Woodbridge's gratitude for his dedication. Thank you.*

Ms. Scalettar asked if there were further comments from the public. Hearing none, she declared the public hearing closed at 6:07 p.m.

Respectfully submitted  
Geraldine S. Shaw, Clerk.