

The April 12, 2017, Regular Meeting of the Woodbridge Board of Selectmen was convened by First Selectman Ellen Scalettar at 5:00 p.m. in the Town Hall Central Meeting Room.

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

Present for Staff: Mr. Genovese, Administrative Officer, Director of Finance; Ms. Yagla, Assistant Administrative Officer; Mrs. Shaw, Clerk.

ACTION TAKEN AT THE MEETING

AMITY CROSS COUNTRY TRACK TEAM – Permission to use the CCW Property

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Dey) to approve the Amity Cross Country Track Team use of the Country Club of Woodbridge property for their meets and practice.

GARDEN CLUB OF WOODBRIDGE – Annual Plant Sale in Fire House Grove

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Jacobs) to approve the Garden Club of Woodbridge request to hold the Annual Plant Sale, 9:00 a.m. – 12:00 p.m., Saturday, May 13, 2017 in the Old Fire House Grove.

“BE THE MATCH” ROAD RACE – Saturday, April 15, 2017

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Heller) to approve the “Be The Match” Road Race scheduled for Saturday, May 15, 2017 provided that all logistics for runner’s safety are in place.

PRESCRIPTION DROP BOX – Police Department Lobby

The Board of Selectmen **VOTED UNANIMOUSLY** (Jacobs – Anastasio) to approve installing a MedReturn Drug Collection Unit in the lobby of the Police Department.

REQUEST TO CHANGE NAME OF WOODBRIDGE SENIOR CENTER to THE WOODBRIDGE CENTER

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Heller) to approve the Human Service Commission’s request to change the name of the Woodbridge Senior Center to The Woodbridge Center in an effort to attract the Woodbridge Active Adult population.

STEAP GRANT – RENOVATION OF SENIOR CENTER – Authorize the First Selectman to Sign the Application

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Dey) to authorize the First Selectman to sign the STEAP Grant application to help fund renovations at The Woodbridge Center (formerly the Woodbridge Senior Center).

GREATER NEW HAVEN TRANSIT DISTRICT – Authorize the First Selectman to Execute Grant Assignment Certification for Matching Grant

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Jacobs) to authorize the First Selectman to execute the certification designating the Greater New Haven Transit District as the recipient of the State Matching Grant in the amount of \$17,956 to serve Woodbridge residents under the Regional Rides Program.

STATE AFFIRMATIONS – ADOPT AS REQUIRED

The Board of Selectmen **VOTED UNANIMOUSLY** to adopt the following State Affirmations for 2017: ADA Notice (Jacobs – Anastasio); ADA Municipal Grievance Procedure (Scalettar – Heller); Compliance with Title VI of the Civil Rights Act of 1964 (Scalettar – Anastasio); Fair Housing Resolution (Scalettar – Jacobs); Fair Housing Policy Statement (Scalettar – Heller); Affirmative Action Policy Statement (Scalettar – Heller).

TROOP 907 BSA – Flower Sale

The Board of Selectmen **VOTED UNANIMOUSLY** (Dey – Kayne) to grant permission to Troop 907 BSA to conduct a plant sale in front of the Old Fire House on Saturdays, April 8, 15, 22, and 29; to place signs on Town property: Ansonia/Racebrook; Center/Amity; North Pease/Amity; Bradley/Amity; Newton/Center; and Litchfield/Lucy.

Regarding conducting the sale at the transfer station, the Board **VOTED UNANIMOUSLY** (Kayne – Dey) to approve the location subject to approval by Public Works Director Warren Connors.

OLD FIRE HOUSE PROJECT SCOPE RECOMMENDATION

The Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar – Jacobs) to approve preparation of the bid documents in accordance with the sheet entitled “Opinion of Probable Construction Cost” prepared by Silver/Petrucci and Associates, Inc. I presented this evening including the net costs of \$530,600 plus soft costs for a total project cost of \$713,100 and to include the Alternates listed thereon.

NATIONAL DAY OF PRAYER – May 4, 2017

The Board of Selectmen **VOTED UNANIMOUSLY** (Dey – Heller) to grant permission to the National Day of Prayer organizers (Catherine and Lawrence Walters) to hold the ceremony from Noon to 1:00 p.m. on May 4, 2017 at the Veterans Monument on the Town Green.

The Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar – Dey) to approve the placement of four (4) signs on Town property announcing the event. Mr. Anastasio offered a friendly amendment that was accepted by Ms. Scalettar and Mr. Dey that the Selectman’s office be notified of the location of the signs.

TAX REFUND

The Board of Selectmen **VOTED UNANIMOUSLY** (Dey – Anastasio) to refund taxes in the amount of \$4,968.00 pursuant to Section 12-124 to 129 of the Connecticut General Statutes and the recommendation of the Tax Collector.

FUNDING REQUESTS

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

#1617-16 – Allocation Amount: \$ 7,000

To: Fire Department Tires (1230-00/55145)
From: Board of Finance Contingency (1170-00-56800)
For: Purchase of tires for the 1992 used ladder truck purchased by the Woodbridge volunteer Fire Association. Other repairs are being paid for by the WVFA

(Scalettar – Heller) Unanimously Approved

#1617-23 – Allocation Amount: \$18,300

To: Country Club of Woodbridge
Electricity (1192-00/55221) \$8,000
Oil Heating (1192-00/55230) \$4,300
Water/Sewer (1192-00/55240) \$6,000

From: Board of Finance Contingency (1170-00/56800)

For: Cover deficits in accounts that were underfunded

(Scalettar – Anastasio) Unanimously Approved

#1617-24 – Intradepartmental Transfer Amount: \$ 5,645

To: Fire Department Programs & Publicity (1230-00/54710)
From: Fire Department Communications – Cellular, Data Processing
For: Funds needed to cover cellular and data processing charges.

(Scalettar – Heller) Unanimously Approved.

CATCH BASIN CLEANING – AWARD OF BID

Pursuant to the recommendation of Mr. Genovese, Administrative Officer/Director of Finance and Mr. Connors, Public Works Director, the Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar – Jacobs) to award Bid #2017-09 for Catch Basin Cleaning to Janet’s Sweeping and Property Care LLC for a bid of \$21.42 per catch basin.

SWEEPER BID AWARD

Pursuant to the recommendation of Mr. Genovese, Administrative Officer/Director of Finance and Mr. Connors, Public Works Director, the Board of Selectmen **VOTED UNANIMOUSLY**

(Scalettar – Heller) to purchase the Street Sweeper from Tri-State Equipment Rebuilding, Inc. for a bid of \$243,548.00.

NO SMOKING POLICY

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Jacobs) to adopt the following policy:

***SMOKE-FREE POLICY
TOWN OF WOODBRIDGE
ESTABLISHES AN ENTIRELY SMOKE-FREE WORKPLACE***

STATEMENT OF POLICY

To protect and enhance indoor and outdoor air quality and contribute to the health and well-being of all employees, residents and visitors, Town of Woodbridge buildings and vehicles shall be entirely smoke-free.

Smoking will be strictly prohibited within all Town buildings and work stations and areas within 25 feet of building entrances. Smoking will be strictly prohibited in all vehicles owned, leased or under the control of the Town of Woodbridge. This policy applies to all employees, clients, contractors and visitors.

All smoking trash receptacles shall be placed outside the no smoking area in order to discourage smoking in these areas.

Smoking will also be prohibited at Town-owned outdoor recreational facilities, including playgrounds, athletic fields and parks.

In all places that smoking is prohibited, electronic smoking is also prohibited.

Adopted by the Board of Selectmen April 12, 2017

STREETS LIGHTS

The Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar – Dey) to request that the Traffic Authority promulgate guidelines for the installation of street lights in Town including upon request from residents.

REGIONAL TELECOMMUNICATIONS SERVICE CREDIT

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Heller) to designate American Medical Response – MedCom as the recipient of the Town of Woodbridge telecommunications service credit in the amount of \$2,665.80.

WARNING OF THE MAY 1, 2017 BIENNIAL TOWN ELECTION

The Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar – Heller) to sign the Warning of the May 1, 2017 Biennial Town Election:

WARNING

Electors of the Town of Woodbridge are hereby notified and warned that the **BIENNIAL TOWN ELECTION** will be held at The Center Gymnasium, 4 Meetinghouse Lane, in the Town of Woodbridge, Connecticut, on Monday, the First day of May 2017 (May 1, 2017), from 6:00 A.M. to 8:00 P.M. (DST) for the purpose of:

Casting their votes for candidates to fill the following offices:

- One (1) First Selectman for a two-year term;
- Five (5) Selectmen for two-year terms;
- Five (5) members of the Woodbridge Board of Education for four-year terms;
- Two (2) members of the Board of Assessment Appeals for a four-year term;
- Three (3) members of the Zoning Board of Appeals for four-year terms;
- One (1) alternate member of the Zoning Board of Appeals for four-year term;
- Two (2) members of the Amity Regional Board of Education for four-year terms.

The Polls will be open at 6:00 O'clock A.M. and will remain open until 8:00 O'clock P.M. Daylight Savings Time, on said May 1, 2017.

Board of Selectmen

Anthony Anastasio
Susan L. Jacobs

Joseph S. Dey, III
Maria Cruz Kayne

Beth Heller
Ellen Scalettar

CALL OF THE ANNUAL TOWN MEETING

The Board of Selectmen **VOTED UNANIMOUSLY** (Scalettar – Dey) 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 Monday, May 15, 2017, at 7:30 p.m. DST in The Center Gymnasium, 4 Meetinghouse Lane, Woodbridge, CT to consider and take action on the FY18 budget as recommended by the Board of Finance.

PERSONNEL COMMITTEE REPORT

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Heller) to approve the recommendation of the Human Services Commission and the Personnel Committee to the hire Jill Monroe as Administrative Assistant in the Human Services Department at the rate of \$20.12 per hour.

TOWN CLERK'S REPORT

The Board of Selectmen **VOTED UNANIMOUSLY** (Anastasio – Dey) to acknowledge receipt of the Town Clerk's report for the month ending March 31, 2017.

MINUTES

The Board of Selectmen **VOTED UNANIMOUSLY** to approve the following minutes:

October 26, 2016 - Board of Selectmen & Board of Finance Special Meeting with corrections as submitted (Heller – Jacobs)

November 29, 2016 – Board of Selectmen Special Meeting (Anastasio – Kayne)

January 24, 2017 – Board of Selectmen Special Meeting (Heller – Jacobs)

COUNTRY CLUB OF WOODBRIDGE – ILLEGAL GOLFING

Mr. Anastasio expressed his concern that people are playing golf on the CCW course, even though the course is closed and “No Trespassing” signs have been erected. And that such activity is dangerous as many people are now utilizing the cart paths for walking trails.

Ms. Scalettar said that Mr. Dey brought to her attention that the signs should say “No Golf Permitted”. The Parks Department is erecting new signs and the Selectman's office will notify the police regarding enforcement. She noted for the audience that property is open for walking, jogging, etc. – but absolutely no golf.

ADJOURNMENT

On a non-debatable motion by Mr. Dey, seconded by Mr. Anastasio the meeting adjourned at 8:00 p.m.

Respectfully submitted,
Geraldine S. Shaw, Clerk