

MAY 14, 2008Page 1 of 11

The May 14, 2008, Regular Meeting of the Woodbridge Board of Selectmen convened at 6:00 p.m. in the Central Meeting Room of the Town Hall.

Present: Ms. Scalettar, Ms. Stein (6:10 p.m.), Messrs. Fox, Sheehy, and Dr. Sabshin.

Present for Staff: Mr. Genovese, Finance Director; Mr. Hellauer, Administrative Officer; Mr. Perito, Town Counsel; and Mrs. Shaw, Clerk.

Excused: Ms. Ferrante-Fernandes

WOODBIDGE BOARD OF EDUCATION

Woodbridge Dr. Stella, Superintendent, and Mr. Zettergren, Business Manager, were present to update the Board on events at Beecher Road School as follows:

- June 18, 2008, 6th grade graduation to be held at 7:00 p.m. in the Amity High School Auditorium
- The Drama Club is performing the play "1,000 Cranes" on May 15 and 16 – a \$5.00 donation is suggested to fund expanded programs
- District Offices will be moving from The Center building back to Beecher Road School. It is expected that the move will be accomplished prior to August 2008

ROAD MAINTENANCE/CONSTRUCTION

Catch Basin Cleaning – Four firms bid this project. On the recommendation of Mr. Genovese and Mr. Connors, the Board **VOTED UNANIMOUSLY** (Fox – Scalettar) to award the 2008 Catch Basin Cleaning contract the apparent low bidder, New England Sweeping for a total bid of \$34,922.

State Bid for Road Reclamation and for Asphalt Supplier – On the recommendation of Mr. Genovese and Mr. Connors the Board **VOTED UNANIMOUSLY** (Fox – Scalettar) to approve contracting with State Approved Bidder, Garrity Asphalt Reclaiming (State Contract #08PSX0020) for road reclamation and Tilcon Connecticut - Hamden Plant (State Contract #08PSX0042) for the purchase of asphalt.

Road Paving – The Board discussed awarding the bid to the apparent low bidder, American Industries of Jewett City, CT. Though one of the owners of the firm owes delinquent taxes in Woodbridge, American Industries does not. However, American Industries, as part of the bid, expects to supply the asphalt. Following discussion of the integrity of the product after a two-hour +/- trip, the Board **VOTED UNANIMOUSLY** (Fox – Sabshin) to award the 2008 contract for the application of asphalt to the second low bidder, Cocchiola Paving, subject to a favorable review of references.

Sunbrook Road Culvert Replacement – The bids for the project were reviewed by Mr. Connors, Mr. Genovese, and the consulting firm of Weston & Sampson Engineers. References have been checked and all agreed that True Blue Environmental is the apparent low bidder. The Board **VOTED UNANIMOUSLY** (Sabshin – Scalettar) to award the

MAY 14, 2008Page 2 of 11

contract for the replacement of the Sunbrook Road Culvert to True Blue Environmental with Alternate A (finished stone facade headwall) for \$167,500.

Peck Hill Road Reconstruction – RFQ for a Design Professional – Mr. Genovese and Mr. Connors said there were nine proposals. The panel interviewed five firms utilizing using the Scope of Services and the State DOT grading system. The Board **VOTED UNANIMOUSLY** (Sabshin – Scalettar) to award the Design Contract to Luch’s Engineering as recommended by the interview panel.

Merritt Avenue Bridge Reconstruction – RFQ for a Design Consultant - Mr. Genovese and Mr. Connors said that over twelve proposals were received. The panel interviewed five firms utilizing the Scope of Services and the State DOT grading system. The Board **VOTED UNANIMOUSLY** (Scalettar – Fox) to award the Design Contract to Cardinal Engineering Associates.

Street Signs – Mr. Connors informed the Board of the new Federal mandate of size and reflectivity street name, warning, and informational signs. Street name signs are now required to have 9” high lettering. This mandate will be complied with as signs are replaced and new signs ordered.

MASSARO FARM PROPOSAL – CONSERVATION COMMISSION

Maria Kayne, Chair of the Woodbridge Conservation Commission, gave a brief introduction of the proposal to maintain the Massaro Farm Property as a Community Supported Agricultural (“CSA”) operation and the individuals that would speak to the proposal.

James Urbano – Conservation Commission:

- Study paid for by Historic Preservation Grant states a CSA could be successful
- Proposal is consistent with the property grant restriction
- \$240,000 budget for proposal
- 100% of budget raised through grants, fund raising, and sale of farm shares

David Moore, Architect – described the displayed drawings and plans

- Chicken coop to be demolished
- House to be restored and upgraded
- Existing Barn to be refurbished for offices, store, educational space
- New structures as project progresses: greenhouses, equipment storage building, animal barn

Sam Hammer, Farmer and Manager of the CSA Holcomb Farm in West Granby, CT explained how a CSA is supported and structured.

A full report was distributed to the Selectmen and attached to these minutes for historical value.

MAY 14, 2008Page 3 of 11**PUBLIC COMMENTS**

There were no public comments other than those supporting the concept of a CSA on the Massaro Farm.

Paul DeCostra – 464 Amity Road – stated that volunteers have stepped forward to help create a “Not for Profit” (501c3) organization, recommend a Board of Directors, and prepare an agreement with the Town.

Jason Morril showed a brief video of the history of the Farm. Others speaking or presenting letters in favor of preserving the Massaro Farm as a CSA were: Kathy Gartland, 3 Bishop Drive; Dr. Georgia Chevant, North Pease Road; Steven Stohl, Oak Hill Lane; Kevin Hogan (non resident who worked on the farm); Audrey Greenberg, Shepard Drive; Alex Bell, Tumblebrook Road; Jonthan Gorham, Old Mill Road; Cathy Schufro, Beecher Road; Lidya Theys, Cedar Acre Road; Mary Dean, MulburyRoad; and Susan Foster, 10 Mitchell Lane; Lawrence M. Lipsher. All stressed the benefits to families, educational opportunities, jobs for teens, and the preference of a farm over a ballfield.

Robert Gregg, 11 Old Quarry Road, spoke in opposition of the proposal. He cited the unreliability of crops due to weather; dangers of the Town being a landlord; unreliability of State Grants and requirements of such grants; failure of the farm; and possible increase in taxes due to the need to subsidize the operations.

Deacon Fry (resident ?) – he stated that the possibility of an organic community farm in Woodbridge is probably a once in a lifetime opportunity that many other towns would envy, and that the Town should not let fear of what may happen lead to shortsightedness.

Mr. Sheehy and the Board thanked the Conservation Commission for the comprehensive report on the proposed project. The Massaro Farm Use Committee Report is scheduled for the June 11, 2008, Board of Selectmen meeting.

FINANCE DIRECTOR’S REPORT

Mr. Genovese presented the financial report for the month ending April 30, 2008. Currently he is projecting a budgetary surplus of approximately \$75,305 at the end of the fiscal year, resulting in a fund balance of \$4.3 million or 10.8% of the annual budget.

Revenue Highlights - State revenues to budget include additional funding in Town Road Aid - \$32,000 and Special Education - \$38,592. However, ECS funding was reduced by \$60,000 and veterans by \$12,000. Due to the economy, the Investment Income is now expected to be close to budget. Also, Department Charges show a projected surplus of \$40,000 in building permits, but a decline of \$40,000 in conveyance taxes and, Land Use fees are projected to be under budget by \$40,000 due to a fee reimbursement.

For: Fund Kitchen Appliance FY09 Cap. Bdgt. Request with FY08
Contingency Funds.
(Fox – Sabshin) Unanimously Approved

0708-29 – Allocation Amount: \$ 6,000.00
To: Pool & Gym Maintenance (1515-00/55130)
From: Board of Finance Contingency (1170-00/56800)
For: Funds required for pool maintenance
(Fox – Sabshin) Unanimously Approved

0708-30 – Allocation Amount: \$ 10,000.00
To: Board of Selectmen Legal Fees – Litigation (1110-00/52130)
From: Board of Finance Contingency (1170-00/55130)
For: Fund deficit in Litigation expense
(Fox – Scalettar) Unanimously Approved

Note: Dr. Sabshin left the meeting at 8:30 p.m.

LIBRARY SLATE ROOF REPLACEMENT

Pursuant to the recommendation of the Finance Director and the Building Maintenance Supervisor, Joseph Adelizzi, the Board **VOTED UNANIMOUSLY** (Stein – Fox) to award the contract for replacement/repair of the 1940 Library Building Slate Roof to Silktown Roofing of Manchester, CT for a bid of \$29,700.

The Board **VOTED UNANIMOUSLY** (Stein – Scalettar) to authorize the funding for the Library Slate Roof Replacement from the Library Capital Reserve Account.

FUEL BID UPDATE

Mr. Genovese reported that the Consortium has not locked in the oil prices or a vendor for FY09. East River has agreed to extend its bid to July 31st if the gallons remain the same. This matter will be revisited by the Consortium in June.

New guidelines are being prepared for the Consortium to follow in the future. Bids will be opened and either acted on to lock in price or, if not acceptable, will be re-bid.

Consensus of Board – It was the consensus of the Board to remain a member of the consortium, to urge the other members to decide on a price and vendor, and to establish the new guidelines.

Dr. Sabshin returned to the meeting at 8:45 p.m.

MAY 14, 2008Page 6 of 11**CONNECTICUT RESOURCE RECOVERY AUTHORITY – Update**

Mr. Genovese reported that the current CRRA/SWEROC contract expires December 2008. As of January 1, 2009, SWEROC (recycling) will become its own entity. The Town may earn \$10 to \$14 per ton. Woodbridge's average recycling is 700 tons per year.

The CRRA contract also expires December 2008. CRRA is negotiating an agreement with Wheel-a-brator.

FIRE DEPARTMENT PART-TIME MECHANIC

The Board **VOTED UNANIMOUSLY** (Scalettar – Fox) to appoint Fire Fighter Anthony Moser to the Regular Part Time position of Assistant Chief Engineer (mechanic) for the Woodbridge Fire Department at the rate of \$20.50 per hour.

EXECUTIVE SESSION

At 8:10 p.m. The Board **VOTED UNANIMOUSLY** (Scalettar – Sabshin) to move into Executive Session pursuant to State Statute 1-200(6) to receive a report from Mr. David Ryan, Jr., Esq. and to discuss a Police Wage Settlement. Invited to attend: Board members, Mr. Perito, Mr. Genovese, Mr. Hellauer, and Mrs. Shaw. Mrs. Shaw asked to be excused.

At 9:05 p.m. the Board moved out of Executive Session. No motions were made or votes taken in Executive Session

Action on matter discussed in Executive Session– The Board **VOTED UNANIMOUSLY** (Fox – Scalettar) to approve the Police Wage Settlement as discussed in Executive Session.

STREET LIGHT INSTALLATION – ROUTE 67 (aka Seymour Road)

In a memorandum dated April 24, 2008, Deputy Chief Raymond S. Stuart forwarded the recommendation of the Police Commission, acting as the Traffic Authority, that additional street lighting be installed on pole #310 on Seymour Road near Sanford Road. The memo stated that the additional lighting is included in conjunction with CTDOT safety improvements for the Route 67 highway.

The Board **VOTED UNANIMOUSLY** (Sabshin - Stein) to approve the installation of additional street lighting as outlined in the April 24, 2008, memo from Deputy Chief Raymond S. Stuart.

SHELTER ON FITZGERALD PROPERTY

The Board **VOTED UNANIMOUSLY** (Stein – Fox) to approve the construction of a shelter on the Fitzgerald Property in accordance with plans designed by Jeff Kaufman and

MAY 14, 2008**Page 7 of 11**

shown on a plan entitled “Woodbridge Recreation” dated 3-24-08. The Board did request that the metal roof of the building be a color aesthetically in keeping with the surrounding natural landscape.

NEIGHBORHOOD ASSISTANCE ACT APPLICATION 2008

The Board received the Neighborhood Assistance Act Applications for 2008 and **VOTED UNANIMOUSLY** to hold a Public Hearing on June 11, 2008, to receive comments on said applications

NEIGHBORHOOD ASSISTANCE ACT APPLICANTS – 2008

Amity Teen Center Inc.	Energy Conservation Program	\$150,000
Ezra Academy	Building Fund	\$ 87,600
	Energy Conservation Program	\$150,000
	Scholarship Program	\$150,000
Jewish Community Center	Scholarship – Children’s Day Camp	\$ 47,000
Gr. New Haven, Inc.	Installation of Energy Efficient Lighting	\$ 63,884
	Youth Wellness Program	\$ 39,000
Jewish Federation of	MAKOM Hebrew High School Scholarships	\$ 11,000
Gr. New Haven, Inc.	Meyuchad Special Education	\$ 30,000
	Jewish Coalition for Literacy	\$ 40,000
	Jewish Community Relations Council	\$ 40,000

TOWN COUNSEL’S REPORT

Adopt Resolutions Required for State and Federal Grants - Mr. Perito explained the required language of the resolutions. The Board **VOTED UNANIMOUSLY** (Stein – Scalettar) to adopt the following to conform with the Federal and State requirements for Grant Applications:

- Grievance Procedure for Complaints Under Title II of the American with Disabilities Act
- ADA Municipal Grievance Procedure
- Compliance with Title VI of the Civil Rights Act of 1964
- Fair Housing Policy Statement
- Fair Housing Resolution
- Affirmative Action Policy Statement

Copies of all resolutions are on file in the Office of the Town Clerk.

Noyes Clark and Library Trust Fund – Mr. Perito explained that Noyes Clark Willed money to create the library (in 1940). Once the Library was built, any remain liquid assets (cash or securities) were transferred to the Town. Pursuant to the Will, only the income (not the principle) from those liquid assets can be utilized for the library purposes. At a Town meeting the Town accepted the library and the liquid assets resolution. The Treasurer was appointed the entity to control the funds and to invest or reinvest the securities, but only the income, such as the interest or dividends can be taken from the fund to be used for library purposes. The Treasurer

MAY 14, 2008Page 8 of 11

may invest or reinvest with the advice of the Investment Committee and approval of the Selectmen. The Treasurer is also charged to make semi-annual reports of the fund.

The Noyes Clark Funds are separate from any other Library Trust Funds that other individuals might have set-up. These other, private funds have their own terms as to what can be used for the library.

The income from the Noyes Clark fund has been used to off-set the Library's General Fund Budget. This income is listed under the revenue accounts in the General Fund.

Freedom of Information Filing – Sound View Board of Directors – Mr. Perito explained that Ms. Sheila McCreven is the First Selectman's designee to represent the Town as a non-voting member on the Sound View Board of Directors. At the last Board of Director's meeting, Ms. McCreven was excluded from an Executive Session (which in sense excluded the Town from the executive session).

The Board **VOTED UNANIMOUSLY** (Stein – Scalettar) to make a complaint to the Freedom of Information Commission to clarify if Sound View, as a quasi public entity, is permitted to exclude one of its Director's from an executive session.

Tax Foreclosures – Mr. Perito reported to the Board that approximately 14 properties are in danger of foreclosure either from the Town (tax foreclosure), or mortgage companies. Ms. Crisco, Tax Collector, is working with individuals delinquent in tax payments.

TOWN CLERK'S REPORT

The Board **VOTED UNANIMOUSLY** (Scalettar – Fox) to acknowledge receipt of the Town Clerk's report for the month ending April 30, 2008.

MINUTES

The Board **VOTED** to approve the following minutes:

March 12, 2008 (Stein – Sabshin) Abstained: Fox, Scalettar

April 9, 2008 (Stein – Fox) Abstained: Scalettar

April 21, 2008 - Special Meeting (Fox – Stein) Abstained: Scalettar

April 28, 2008 – Special Meeting – No quorum – (Scalettar – Stein)
acknowledged receipt of the minutes.

May 2, 2008 – Special Meeting (Sabshin – Stein) Abstained: Scalettar

RESOLUTION IN HONOR OF MEMORIAL DAY

Mr. Sheehy said that the Town is sponsoring the 2008 Memorial Day ceremony. Mr. Hellauer is in charge of the program.

The Board **VOTED UNANIMOUSLY** (Stein – Fox) to authorize the First Selectman to sign the Memorial Day Resolution included here for historical purpose.

In recognition of the young men and women now or formally serving as members of the United States Armed Forces: Air Force, Army, Coast Guard, Marine Corps, National Guard Navy, and all Reserved Forces, both here and abroad;

We, the Board of Selectmen of the Town of Woodbridge, on this Memorial Day, urge all citizens of Woodbridge to join with us to honor the fallen and to thank those who have served and continue to serve, and their families, for the many sacrifices made for the security of our Nation.

FIRST SELECTMAN'S REPORT

- The Dept. of Economic and Community Development conducted an audit in regard to the Small Cities Grant. The audits general observations reported the program files and documents, to be in good order and that the Town has met the program requirements and successfully completed the grant.
- April 29th attended an open house for Arthur Ratner's new Amity Road Architectural Office. Mr. Ratner is involved in the design and/or redesign of buildings to meet "green energy" standards.
- April 30th attended the Holocaust Remembrance at the Jewish Community Center. Mr. Irving Roth, creator of the "Adopt a Survivor" program spoke of the importance of passing the history on to all future generations.
- Mr. Sheehy said that, in the same way it is necessary to pass the importance of the observance of Memorial Day to future generations. That is why the Town is now sponsoring the Memorial Day service.
- May 1st attended the Human Services Volunteer Tea where 144 volunteers were recognized with Certificates of Appreciation. Four exemplary volunteers were honored: Roxy Buda, Rita Rosner, Dora Verlasa, and Karen Workman. Corporate reorganization for Coachman Square, New Alliance Bank. Alex Bell received the First Selectman's Youth Award.
- May 1st attended and spoke at the National Day of Prayer held on the Woodbridge Green
- May 5th attended with Mr. Genovese, the Consortium Meeting regarding the fuel oil bid
- May 6th attended the Woodbridge Volunteer Fire Association Annual Dinner and Installation of Officers
- May 7th attended the Police Commission Meeting. Two Officers have successfully completed training on the new bicycles that will be utilized in the commercial/residential district along the border with New Haven. Chief Marcucci

MAY 14, 2008Page 10 of11

reported that the Israel band concert held at the Amity Teen Center was without incident.

- May 19th - Annual Town Meeting is at 7:30 p.m. in The Center gym.

PERSONNEL COMMITTEE MEETING

A meeting of the Personnel Committee, a sub-committee of the Board of Selectmen, will be held on Wednesday, May 21, 2008, at 6:00 p.m. in the Central Board Room at the Town Hall.

ADMINISTRATIVE OFFICER'S

Mr. Hellauer reported on the following:

- **Emergency Medical Service Commission** has been meeting monthly. The Key Performance Indicators for March 2008 show all call responses at 100% compliance. The majority of the calls for both ambulance and paramedic service continue to be from the three long-term care facilities.
- **Memorial Day** – Monday, May 26, 2008, 11:00 a.m. on the Town Green at the Veterans Monument. The program to date includes: Speakers – Mr. Sheehy, Senator Joseph Crisco, and Representative Themis Klarides; Police Honor Guard and rifle salute; Girl Scouts; Boy Scouts; and Brownies.
- **New Center Sidewalk** – completed from the Bocci Courts to across from the Town Hall.
- **Transmission Lines** – CL&P are stringing the high tension lines with a helicopter.

LIAISON REPORTS

William Fox – **Town Plan & Zoning**: Triple R Development on Peck Hill Road has been approved. Eight acres +/- has been deeded to the Town as Open Space. Woodbridge Village development building height has been reduced to 45' with 50' set-backs. Density has been reduced from 147 to 133 units. All parking will be contained within the development. State to approve traffic review and the realignment of Bradley Road on either side of Litchfield Turnpike. The final vote on the project is expected for June 13, 2008.

Inland Wetlands: approved a two-lot subdivision at the corner of Racebrook and Milan Roads.

Zoning Board of Appeals: reviewing a request for signage variance for Mr. Urbano's new construction on Bradley Road.

Building Inspector: monitoring the erosion control needed at the new Fire House

Ellen Scalett – **Library Commission** voted, with one abstention, to approve the use of the Library Capital Reserve Funds for the replace/repair of the slate roof on the 1940 building. Ms. Scalett said that part of the motion to approve contained the request "*that in*

MAY 14, 2008Page 11 of11

the future the Library Commission be included at the earliest planning stage so that we may provide timely input.”

Sandra Stein – Human Services Commission: Discussions and recently attended seminars, are focusing on how to market and tailor Senior Center services to the new seniors. The Commission is still interested in forming a 501c3. Peter Hershman is assisting in this effort. The Commission is planning a newspaper release seeking volunteers to aid in the process – a grant writer, an accountant, and three people to serve on the Board of Directors. If there are no responses to the article, then the idea will be “moth-balled” for the time being.

Youth Services – several residents are using the job bank.

Woodbridge Board of Education: The Board had a world language audit to determine future curricula this area. The decision has been to offer one language, Spanish, in Kindergarden thru sixth grade. Other languages may be offered in after school or summer programs. There will be another town wide mailing of the informational brochure, “Bridges”. There was discussion and concern about moving the Superintendent and Business Office back to the School because the specifics were not clear. The plan was approved by a 5-4 vote. Presently there is an anticipated surplus of \$94,000 +/- . However, there is a possible deficit in the cafeteria accounts of \$20,000 - \$25,000. The Board is working on a plan to proceed with cafeteria services in the future.

James Sabshin – Fire Commission: the Commission is forming a Ladder Truck Committee.

On May 1st attended the Amity Hall of Honor ceremony.

Clean Energy Task Force – Very active and working on many different projects
Ms. Stein noted that the lecture on May 15th is how to save \$10,000 in energy costs over years and urged everyone to attend. She also said that the contest prizes would be awarded at Earth Day that will be celebrated in Bethany on May 17th

Recreation Commission: the Superintendent and Business Office returning to Beecher Road School is impacting the Recreation Department. Along with the move to a larger space there will be requests for plans, construction costs, and equipment.

OTHER

Ms. Stein said that a resident inquired about the opportunity for the Town to provide a property tax exemption for residents that own school vehicles. Mr. Perito will review the legislation and report to the Ordinance Committee that is meeting on June 11th.

ADJOURNMENT

The meeting adjourned at 9:50 p.m.

Respectfully submitted,
Geraldine S. Shaw, Clerk

