

June 8, 2022, Board of Selectmen Regular Meeting – click this link to view on YouTube

<https://youtu.be/Tj1peK8kGEg>

The June 8, 2022, Regular Meeting of the Woodbridge Board of Selectmen was convened at 5:00 p.m. by First Selectman Beth Heller, via WebEx.

Present via roll call: First Selectman Beth Heller; Deputy First Selectman Sheila McCreven; Paul Kuriakose; and David Vogel.

Excused: Joseph Crisco; David Lober

Present for staff: Mr. Genovese, Administrative Officer/Director of Finance; Gerald Weiner, Town Counsel; Ms. Ford, Media Specialist; Ms. Yagla, Assistant Administrative Officer, and Mrs. Shaw, Clerk

### **FIRST SELECTMAN'S REMARKS**

*“Good evening and welcome to the June 8<sup>th</sup> 2022 Regular Meeting of the Woodbridge Board of Selectmen.*

*First, I have some updates to share with everyone regarding the two new Building Committees that have both begun their most important work. The ad hoc Community Center Building Committee had their first meeting. The Charge will now include how to best use the building, **and** the Grove area **and** the Library lawn.*

*The ad hoc Center Building Renovation Committee also had their first meeting and also requested a revision to their charge. It now reads:*

*The committee will work to plan, design, construct and recommend financing for upgrades to convert the Center Building into a modern space for offices, classrooms and programs as well as a modernized police department. They will conduct and complete a thorough analysis and make suggestions for all building systems including electric, plumbing, HVAC, technology infrastructure, building envelope (including roofs, windows and insulation) and finishes. The scope of the project includes all areas of the Center Building, including the Gym, Police Department, Human Services offices and daycare rooms, but does not include the Senior Center space currently under renovation (kitchen, restroom, lounge and cafeteria). The committee shall apply best practices for sustainable design including the use of sustainable and energy efficient products and materials, LEED Certification (if applicable) and the possible use of “green” energy and other techniques and seek grant opportunities to fund or offset the additional potential cost of these initiatives.*

*Last week, I received a phone call from Congresswoman Rosa DeLauro. If you recall, since 2019, I have been working with her office to get an Army Corps of Engineer feasibility study seeking*

recommendations for remediation in lower Woodbridge along the West River and Konold's Pond. She called to let me know that the Army Corps of Engineers has **finally** signed off on phase one of the study which will determine the cost of the second level study that will recommend if and/or how we should proceed to alleviate flooding in the area.

Over the years, flooding has become an increasing problem, as more and more silt has built up in the pond, and there is nowhere for the water to go when it rains. Removing the Pond Lily Dam alleviated some of the problem, but it still remains that almost every time we have a storm, the houses, and the businesses in the area, flood. Hopefully, this is at least a beginning to solving a dreadful problem for these folks. Unfortunately, this is moving much slower than I would have hoped, but we have some progress in the right direction.

As an update on the Town's Housing Study Plan, as you recall, the Board of Selectmen, at its Special Meeting on May 25<sup>th</sup>, 2022, voted to approve and adopt the Affordable Housing Plan which was prepared by the Town's Housing Study committee. The plan was submitted to the Secretary of the Office of Policy and Management, State of Connecticut on May 31<sup>st</sup>. I am extremely pleased that the Committee completed its work by the state deadline of June 1, 2022 as well as the BOS acting in a timely fashion to submit the Plan. Woodbridge is one of only about half of the towns and cities in the State of Connecticut that submitted its' plan prior to the deadline.

That evening, we heard and received comments from several residents who were unhappy about Town-owned properties listed as sites which MAY be considered for housing. The mere fact that those properties were listed by the committee in no way means that they will be sites for housing. The Chair of the Housing Committee, Attorney Dominic Thomas, told the Board of Selectmen that those sites, as well as other privately-owned properties, were included due to their size and access to sewer and water, and I want to reiterate and be perfectly clear - **no recommendation to use the site was made by the Committee.**

Also, the filing of the plan **does not** limit the town's ability to modify the plan at any time in the future. As a matter of fact, the law requiring the filing of the plan, allows the Town to regularly review and maintain such plan and the Town may adopt amendments as the Town deems necessary. The Town has wide discretion to amend the plan at any time after filing and, also, **MUST** review the plan every five years.

As you are aware, the Woodbridge Dog Park Cooperative sought and received approval for installation of a water fountain next to the dog park at the Fitzgerald Property. Working cooperatively, the Regional Water Authority agreed to install and pay for the water line, and the Dog Park Cooperative will pay the water bill. I am happy to report that the water pump is installed, and the water is on, just in time for summer. It is my understanding that it will locked

*each night around sunset, and unlocked each morning, as a precaution against any misuse, or accidentally leaving it on, or vandalism. Well done everyone who was a part of this!*

*I remind everyone that the upcoming Amity Board of Education budget referendum will be held on Tuesday, June 14 from 6 am to 8 pm in the Town Library meeting room. Please note that the location has changed. Usually, our referenda and elections are held in the Center Building Gym, however there is no HVAC in that room, and it can be stifling on a hot day. In planning for all weather conditions, the Registrars decided to change the poll location.*

*Since our last meeting I attended the Community Council's first-ever Community Bike Ride. We safely held the Annual Town meeting at Amity Regional High School on May 16<sup>th</sup>. I attended the regular Board of Finance meeting, I met with Nicole Donzello, the CUPOP chair and Sheila McCreven our liaison to CUPOP to discuss potential projects for that group. I attended the Woodbridge Volunteer Fire Association spring fling fundraiser. I met with UI, Fire Chief Sean Rowland, PD Chief Frank Cappiello, DPW Director Warren Connors and Tony Genovese to discuss and update our annual storm preparations. I attended the monthly SCRCOG meeting and met with Superintendent Dr. Byars and the other BOWA First Selectmen.*

*We held the Town's annual Memorial Day ceremony, and, over the course of two days, the Town hosted the Beecher Road School 3<sup>rd</sup> grade students where they learned about local government. I attended the Volunteer Tea that is organized annually by the Human Services Department, and I gave the First Selectman's Youth Award to Ava Shambrom. What an accomplished, impressive young lady!*

*There are several graduations coming up as well. It has certainly been a busy time. Thank you."*

**WOODBIDGE BOARD OF EDUCATION – Superintendent Dr. Jonathan Budd**

Dr. Budd reported that:

- The WBOE Finance Committee is meeting to begin reconciling the District's Operating Budget based on the appropriation from the Town
- The Board appreciates the Town's fiscal support and the support of the Capital Budget
- Final weeks of school included a band concert comprised of over 150 students, with over 650 adults attending
- Beecher Road School graduation is Friday, June 10<sup>th</sup>, invited all Selectmen to attend
- Dr. Budd is leaving the Woodbridge School District to take another position in another district

Board members wished him well in his new position.

**GIRL SCOUT PROJECT – LITTLE FREE LIBRARY**

Members of Girl Scout Troop 60163 made their presentation requesting to install a "Little Free Library" at the entrance to the Fitzgerald field. The box housing the "library" is approximately 15" x 16" and 11" deep and mounted on a wooden post. They plan to have the "library" operational by September.

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Kuriakose) to approve Girl Scout Troop 60163's request to install a Little Free Library near the entrance sign on the Fitzgerald Property. The Troop is to seek suggestions for the final placement from the Recreation Department and Adam Parsons of the Parks Department

### **LIAISON REPORTS**

**Mr. Vogel:** Government Access Television Commission – no quorum

Library Commission – does not meet till next week.

Recreation Commission – still having problems with virtual meetings. The Kids' Triathlon is Saturday, June 11<sup>th</sup> at 8 – 11 a.m. Pool programs are full. Summer and camp staffing has been approved. The Commission indorsed the emergency action plan.

**Ms. McCreven:** Woodbridge Board of Education – reiterated Dr. Budd's statement re the Finance Committee. Spoke with Dr. Budd about the coming transition and the importance continuity – especially re the strategic plan. He agreed to brief the new team.

Commission on the use of Publicly Owned Properties – will invite the chairs of the Community Center Building Committee and the Center Building Renovation Committee to meet with them to discuss if there is any role for CUPOP to advise them on. CUPOP also reviewed its role listed in the Plan of Conservation and Development and will work on updating the list and recommended uses for Town owned property.

**Mr. Kuriakose:** Amity Board of Education – held a special meeting on May 31<sup>st</sup> to make proposals for budget reductions.

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

Monthly Report – Mr. Genovese reported that he estimates a year-end budget surplus of \$812,633. Because the current Town budget includes and allocation from fund balance of \$400,000, increase to fund balance at year end is projected to be \$412,633, resulting in an estimated fund balance on June 30, 2022, of \$7.1M or 13.84% of annual expenses.

Amity Regional District #5 Surplus. Mr. Genovese gave a brief history of the Amity surplus. He said that over the last three (3) years Woodbridge has used 100% of the surplus to off-set the budget. Over the last five (5) years the \$3.7 M received – 78% was used to off-set the budget, with the remainder off-setting deficits as Beecher School, capital projects, or went into the fund balance.

### **TAX REFUNDS**

the Board of Selectman **VOTED UNANIMOUSLY** (Heller – Kuriakose) to refund taxes in the amount of \$2,701.69 pursuant to Section 12-124 thru 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:

- 2122-15 – Allocation Amount: 40,000  
To: CNR-Beecher Road School (303-9100/57500)  
From: Board of Finance Contingency (1170-00/56800)  
For: Removal of an underground heating oil tank at Beecher Road School that was eliminated from the FY23 Capital Budget  
(Heller – McCreven) Unanimously Approved
- 2122-16 – Allocation Amount: \$35,000  
To: CNR-Building Maintenance (303-3700/57200/TANK)  
From: Board of Finance Contingency (1170-00/56800)  
For: Removal of Town underground heating oil storage tank that was eliminated from the FY23 Capital Budget.  
(Kuriakose – Vogel) Unanimously Approved
- 2122-17 – Allocation Amount: \$37,000  
To: CNR-Fire - Vehicles (302-2300/57450/FMCAR)  
From: Board of Finance Contingency (1170-00/56800)  
For: Purchase of a new Fire Marshal vehicle that was eliminated from the FY23 Capital Budget.  
NOTE: Mr. Genovese \$20,000 was already in budget and \$13,000 was approved  
(Heller – McCreven) Unanimously Approved
- 2122-18 – Allocation Amount: \$15,000  
To: CNR-Police – Building (02-2100/57200/SECUR)  
From: Board of Finance (1170-00/56800)  
For: Fund door security project that was eliminated from the FY23 Capital Budget  
(Heller – Kuriakose)
- 2122-19 – Allocation Amount: \$ 1,806  
To: Police – Capital Machinery (1210-00/57410)  
From: Board of Finance Contingency (1170-00/56800)  
For: Purchase of a replacement Taser X-26P with Holster – cut from FY23 Budget  
(Heller – Vogel) Unanimously Approved
- 2122-20 – Interdepartmental Transfer Amount: \$ 26,000  
To: Senior Center Renovation (320/48101/SCTR)  
From: CNR – Fire Machinery – Air-packs (302-2300/57410/AIRPK)  
For: Asbestos abatement or the Senior Center Renovation Project  
(Heller – McCreven) Unanimously Approved

2122-21 – Interdepartmental Transfer Amount: \$59,810.18  
To: Woodbridge Board of Education (1910-00)  
From: Revenue – Tuition Revenue (1-6-1910/46800)  
For: To transfer payment from New Haven for student-specific needs  
(Heller – Vogel) Unanimously Approved

### **BID AWARDS**

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

- Bid #2022-07 - Refuse Container Hauling – Country Disposal Services (Heller – Vogel)
- Bid #2022-08 - Catch Basin Cleaning – Janet’s Sweeping at \$26.50/per basin (Heller – Vogel)
- Bid award/waiver – Asbestos Removal Senior Center Renovation – Alloy Group

### **BID WAIVERS**

Mr. Connors’ memo listed the following roads for paving: Homewood Road, Ford Road, Old Mill Roar, Oxbow Lane, Oak Hill Lane (from Rimmon Road to intersection of Highview Road

The Board of Selectmen **VOTED UNANIMOUSLY** to approve the following requests for Bid Waivers:

- Milling of roads for paving – State Contract #20PSX0167 – Garrity Asphalt Reclaiming - \$104,000
- Paving of roads – State Contract #22PSX0008 – Tilcon - \$584,000 (Heller – Vogel for both)
- Police Dept. – S2 Door Access Control System – JKS Systems as sole source vendor (Kuriakose-Vogel)

### **UPDATE ON-LINE INTERACTIVE BUDGET**

Mr. Genovese explained that the public expressed positive results in the roll-out of the on-line budget book. The other part is a program that allows departments to enter their budgets in on-line. Board members could have access to the on-line inter-active budget book instead of the large and cumbersome paper copy. More information will be available as the process progresses.

### **PUBLIC COMMENTS**

Ms. Heller read a comment from Jim Urbano, 52 Corn Field Lane that arrived on May 26<sup>th</sup>, the day after the meeting and too late to be included in the comments of the May 25<sup>th</sup> Special Meeting.

*“Dear Beth and the Board of Selectmen,*

*This housing report seems to be more aligned with the interests of the affordable housing development lobby that [sic] the interest of town taxpayers. That’s wrong.*

*We can’t meet the goals of our state’s Plan of Conservation and Development by giving up the open land that we’ve labored to protect.*

*That developers and their lobbyists are coveting our open space is alarming. That this committee is opening a wide door for them is even more alarming.*

*The scope and breath of this plan is devastatingly overblown and extreme. Please empower a new, more temperate committee that's representative of our population, so that a sober consensus may be reached. Thank you. Jim Urbano"*

Allison Valsamis, 26 Mitchell Lane – spoke to the Amity budget referendum and the low voter participation. She said that residents count on the Town leadership to provide the appropriate resources, information, and communication in order to participate fully and actively in the community. She said that she is part of a group of 70 residents that believe the Town should urge all eligible residents to vote in the June 14<sup>th</sup> Amity budget referendum and to educate them as to why they should vote yes as further cuts to the Amity budget will impact teachers, staff, and students. She also mentioned the importance of the Amity District as reflected in property values.

### **ASSIGN TELECOMMUNICATIONS SERVICE CREDIT TO C-MED**

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Vogel) to assign the Town of Woodbridge 2022 Telecommunications Service Credit in the amount of \$2,722.20 to American Medical Response-MedCom.

### **STRATEGIC PLAN/AMERICAN RESCUE PLAN ACT – Ms. McCreven, Mr. Vogel**

Ms. McCreven said that the Committee is meeting on June 13<sup>th</sup> to discuss the comments received from the public at the Annual Town Meeting and subsequent to it and to receive input as to how the Board would like to implement the plan over the next year.

### **ASSISTANT ADMINISTRATIVE OFFICER'S REPORT**

- Connecticut Economic Development Association – Woodbridge received the silver award for best practices.
- June 21<sup>st</sup> – 5 – 7 p.m. – pop-up “Make Music” events in the business district along with food and entertainment offerings.
- The Inclusion and Diversity Committee on-line survey, Experiencing Woodbridge is closing soon. The goal of the survey is to make sure that Woodbridge is a welcoming and inclusive town.
- Ms. Yagla is working on a re-design of the Town's website.

### **PERSONNEL COMMITTEE REPORT**

COLA – The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – McCreven) to approve a Cost-of Living-Adjustment of 2.4% for non-union full-time and regular part-time employees listed on the payroll as of July 1, 2022, in accordance with the compensation package or Union Employees as set forth in the agreement between the Town of Woodbridge and AFSCME as to salary and fringe benefits.

Accountant I – The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – McCreven) to offer the union position of Accountant I to Gaye Mastrianna at Step D at the rate of \$30.31 per hour – starting on or after June 20, 2022.

Mark Dutka – The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – McCreven) to increase Mark Dutka’s hourly rate to \$20.25 per hour effective immediately.

Library Director – The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Vogel) that effective July 1, 2022, to grant a \$5,000 increase to Eric Werthmann.

**PUBLIC HEARING Neighborhood Assistance Act applications for 2022 program**

At 6:30 p.m., Ms. Heller recessed the Regular Meeting to convene the duly noticed public hearing to receive comments on the applications received for the 2022 Neighborhood Assistance Act program.

The Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Vogel) to waive the reading of the Legal Notice. The Legal Notice is included here for the public record.

**TOWN OF WOODBRIDGE  
LEGAL NOTICE – PUBLIC HEARING  
2022 NEIGHBORHOOD ASSISTANCE ACT APPLICATIONS  
MATERIALS FOR THIS PUBLIC HEARING MAY BE VIEWED ON-LINE  
<https://woodbridgect.org/232/boardofselectmen>**

Pursuant to Section 12-632 of the Connecticut General Statutes the Board of Selectmen of the Town of Woodbridge will hold a Public Hearing on Wednesday, June 8, 2022, 6:30 p.m. via teleconference to receive comments regarding the 2022 Neighborhood Assistance Applications. There will be no in-person participation. Audio and video of this Public Hearing will be simultaneously televised on Channel 79 and youtube@wgatv79 to allow the public to view and listen to the hearing. The applications are on file in the Selectmen’s Office and may be reviewed between the hours of 9:00 a.m. and 4:00 p.m. Monday through Friday. Written comments may be e-mailed to [gshaw@woodbridgect.org](mailto:gshaw@woodbridgect.org) by 3:00 p.m. Wednesday, June 8, 2022.

Dated at Woodbridge, CT this 12 day of May 2022.

Board of Selectmen  
Town of Woodbridge

Ms. Heller asked if there were any comments from the public regarding the applications.

There were no comments from the public re the applications:

Amity Teen Center, Inc. 10 Selden Street – Energy Efficiency Project      \$ 24,950

Jewish Federation of Greater New Haven, 360 Amity Road  
Energy Equipment Restoration

\$150,000

At 6:32 Ms. Heller declared the Public Hearing closed and the Board of Selectmen resumed the Regular Meeting.

**NEIGHBORHOOD ASSISTANCE ACT APPLICATIONS**

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – McCreven) to accept the following applications for the 2022 Neighborhood Assistance Act and forward them to the Connecticut Department of Revenue Services for processing:

*Amity Teen Center, Inc. 10 Selden Street  
Energy Conservation Project ---- \$24,950.00*

*Jewish Federation of Greater New Haven, 360 Amity Road  
Energy Equipment Restoration ---- \$150,000.00*

**TOWN CLERK'S REPORTS**

The Board of Selectmen **VOTED UNANIMOUSLY** (McCreven – Kuriakose) to acknowledge receipt of the Town Clerk's reports for month ending May 31, 2022, and cumulative from July 1, 2021 through May 31, 2022.

**MINUTES**

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – McCreven) to approve the minutes of the May 11, 2022, Regular Meeting.

**RESIGNATION**

The Board of Selectmen acknowledged Lawrence Greenberg's resignation from the Town Plan and Zoning Commission.

**APPOINTMENTS**

**Woodbridge Board of Education** – Ms. McCreven nominated Steven Lawrence to fill the balance of the term of the vacancy on the Woodbridge Board of Education. Mr. Kuriakose seconded the motion.

**VOTE:** Aye – Heller, McCreven, Kuriakose  
Abstained – Vogel

**Investment Committee** – Ms. Heller nominated Jeffrey Kennedy as an “at large” member of the Investment Committee. Mr. Kuriakose seconded the motion.

**VOTE:** Aye – Heller, McCreven, Kuriakose  
Abstained – Vogel

**TOWN COUNSEL'S REPORT**

Mr. Weiner said he had no report at this time.

**EXECUTIVE SESSION**

At 6:43 p.m. the Board of Selectmen **VOTED UNANIMOUSLY** (Heller – McCreven) to move into executive session pursuant to Section 1-200(6)(C) of the Connecticut General Statutes – Security Devices related to Dispatch. Town Counsel Gerald Weiner and Administrative Officer/Director of Finance Anthony Genovese were invited to attend.

At 7:00 p.m. the Board of Selectmen moved out of executive session. Ms. Heller stated that no motions were made or votes taken in executive session.

**ADJOURNMENT**

On a non-debatable motion made by Ms. Heller, seconded by Mr. Vogel the meeting adjourned at 7:02 p.m.

Respectfully submitted,  
Geraldine S. Shaw, Clerk