

## MINUTES OF THE BOARD OF SELECTMEN'S MEETING

July 14, 2011

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The regular meeting of the Board of Selectmen was called to order at 7:05 pm in the Community Room of the North Haven Memorial Library, 17 Elm Street, North Haven, CT.

### **Members Present**

First Selectman, Michael J. Freda  
Second Selectman, Timothy M. Doheny  
Third Selectman, Stephen A. Fontana

Mr. Freda introduced himself and Selectmen Doheny and Fontana, and welcomed everyone to the meeting. He noted the one week delay of the meeting due to a conflict in schedules and thanked everyone for their understanding.

### **Public Comments Relative to the Agenda – none**

Mr. Doheny motioned to approve the minutes of the Regular Board of Selectmen's Meeting of June 2, 2011

Voted: Freda – yes, Doheny – yes, Fontana – yes

### **Selectman's Overview – Mr. Freda provided an overview of the following topics:**

#### OPERATIONAL

#### Paving Updates

- Paving of State Street from Hamden Town line to Bishop Street/State Route 22.
- The Town has been informed that the State of Connecticut's DOT will be milling and paving State Street.
- Milling is estimated to commence on or before July 11<sup>th</sup> and have a duration of 6 days.
- Paving will follow and scheduled to commence August 1<sup>st</sup> and also have a 6 day duration.
- Milling and Paving of Town Roadways Summer 2011
  - The Town has currently finalized its proposed milling and paving schedule for the Summer of 2011.
  - At present, 15 roadways in Town will be milled and paved by the successful state bidders for milling (Costello Industries) and paving (Tilcon Connecticut).
  - Project costs shall be funded through the State of CT's Town Aid Roads (TAR) and Local Capital Improvement Program (LoCIP) funds.
  - Project cost includes approximately \$83,000 for milling and \$807,000 for paving.
- Cost to mill and pave one mile of roadway is now estimated at \$210,000.
- The Town of North Haven has been actively identifying areas for infrastructure improvements and paving of roadways continues to be Town-wide concern.
- Town Meeting at end of September to outline the plan
- Pavement Condition Study – Town Wide
  - The DPW has formally requested assistance from the SCRCOG in analyzing the condition of pavement on all Town roadways (126+ miles) for the purposes of developing a proposal for a Town wide milling and paving effort to be presented at a Town meeting in the Fall of 2011 for consideration and approval.
  - The Department was advised by SCRCOG that a consultant will be selected in late July or early August and execution of the study will occur after September.

## Building Department

- Revenues from collection of permits is up a total of \$27,000 through June of 2011 versus June of June of 2010
- ViewPermit™ Software
  - The Town through the Connecticut Capital Region Purchasing Council purchased and is actively installing a new Town-wide permitting and licensing software system – ViewPermit.
  - ViewPermit is designed to interconnect the Town’s offices of Code Enforcement (Land Use and Zoning Enforcement), Fire Department, Police Department, Tax Office and Building Department in an effort to coordinate the issuance of Building Permits in a more efficient and effective manner.
  - What might have taken a couple of days to accomplish may now take as little as 2 hours as the program is fully implemented.
  - It is the Town’s goal to be able to process Building Department applications and fees remotely and accept payments through Pay Pal and credit cards.
  - The software has been installed and the system is currently being tested at this time. It is expected that by mid September, the system will be available to the public for use.

## Grant Updates

- Traffic Calming Grant – Spring Road and Laydon Avenue
  - The DPW secured a grant for a Traffic Calming Study through the South Central Regional Council of Governments (SCRCOG) for the Spring Road and Laydon Avenue areas.
  - CHA Consultants were selected by members of SCRCOG and the DPW to perform this effort which will focus on means to calm traffic in that area.
  - A Public Information Meeting was held on June 15, 2011 in the Library Community Room to inform the residents of Spring Road and Laydon Avenue to solicit information and concerns from the area residents. The meeting was well attended (44 households). A second informational meeting will be held in early fall and residents will again be notified.
- Small Cities Block Grant ADA Modifications to Town Hall–
  - Application has been completed, signed and sent out to the State. Awards will be announced in the early fall.
- STEAP Grant Award 2011 – Clintonville School Playground
  - Plans and specifications for the project were developed and the Bid opening was held on June 7, 2011. CATCO Construction was identified as the successfully bidder and site worked started on June 24<sup>th</sup>. It is estimated that the project will be completed on or before September 2, 2011.
- STEAP Grant Award 2011 – Skiff Street Sidewalks Projects
  - On July 1, the Town received the Personal Service Agreement (PSA) for execution at tonight’s BOS meeting.
  - Once executed the Town Engineer will begin the survey and design of the proposed improvements to replace the concrete sidewalks on both sides of Skiff Street from VanRose to Whitney Avenue.
- STEAP Grant Applications Submitted for FY 2013. Grant applications were submitted by the Town on June 23 to the State of Ct’s Office of Policy and Management for the following 4 projects:
  - Montowese Elementary Playground Improvements \$195,000
  - Vanacore Field Concession and Meeting/Office/Rest Room Facility \$328,000
  - Improvement to the Interior of DPW Garage Facility \$299,000
  - Replacement of Tennis Courts at Ridge Road School and Carina Park \$195,000
- Lawn Equipment Exchange Fund (LEEF) Program

- In late June, the Town received reimbursement of \$20,000 to replace used lawn equipment. The equipment was procured and the existing equipment scrapped per the State's agreement.

### Economic Development

- Yale New Haven Hospital
  - Office of Health Care Access conducted a public hearing in Hartford on July 6th
  - A second hearing was held on July 13<sup>th</sup> at the Senior Center
  - Further written testimony can be directed to:  
Kimberly R. Martone, Director of Operations  
Office of Health Care Access, Division of the Dept of Public Health  
410 Capitol Avenue, MS #13 HCA  
P.O. Box 340308, Hartford, CT 06134
- Doug Gray visit – Universal Drive
- Marlin Building
- Pratt & Whitney Site
- Old Quebecor Building
  - Here is what is happening...
  - Front façade of building has been painted
  - Parking lot is being resurfaced
  - Roof work is still being done
  - Landscaping is being done
  - New side walks are being put in
  - Extensive upgrades are being done on inside of building
  - New heating system
  - Electric and gas upgrades
- Show and Sell -October 15, 2011, 10:00 – 3:00 pm, NHHS
- Public Safety Day
  - On Saturday July 9<sup>th</sup> Our Police and Fire Departments hosted a very successful Public Safety Day
- Concerts on The Green
  - The 9 concert series concept has been well received by the public- we did this through the efforts of our sponsors
  - Thank you to Gary George- one of our town residents for the idea about the food drive. So far, we are getting two receptacles filled with non-perishable items per concert
- Town Boards and Commissions -Mr. Jim Leahy suggestion to explain what all boards and commissions responsibilities are. Will be done at the next BOS meeting
- Freda's Focus: Continue to focus my efforts on moving this town forward in a positive fashion; focus on cost efficiencies; focus on maintaining a high level of customer service; focus on new economic development; focus on turning problems into solutions; focus on answering your questions, helping to educate the public on town government; focus on trying to help people in an effort to provide services to enhance the daily lives of our citizens; continue to focus on the wonderful attributes and people of this great Town!

### **Correspondence – none**

### **Resignations and Appointments –**

- Mr. Freda read the resignation letter of Margaret Wells from the Housing Board.

### **Resolutions – Mr. Fontana read the following resolution:**

- A. RESOLVED**, that the Board of Selectman may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any

and all documents which it deems to be necessary or appropriate; and

**FURTHER RESOLVED**, that Michael J. Freda, as First Selectman of the Town of North Haven, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Mr. Doheny motioned to approve the resolution  
Voted: Freda – yes, Doheny – yes, Fontana – yes

Mr. Doheny read the following resolution:  
Be it resolved that under State of Connecticut Project No. 100-177:

**RESOLVED**, that Michael J. Freda, First Selectman, be and hereby is authorized to sign the Personal Service Agreement (PSA) entitled:

SMALL TOWN ECONOMIC ASSISTANCE PROGRAM (STEAP)  
GRANT AGREEMENT BETWEEN  
THE STATE OF CONNECTICUT AND THE  
TOWN OF NORTH HAVEN FOR  
SIDEWALK RECONSTRUCTION ON SKIFF STREET  
FROM VAN ROSE DRIVE TO WHITNEY AVENUE

Adopted by the Board of Selectmen of the Town of North Haven, Connecticut on this date, July 14, 2011.

Mr. Doheny motioned to approve the resolution  
Voted: Freda – yes, Doheny – yes, Fontana – yes

Mr. Fontana read the following resolution:

**B. RESOLVED**, That Roxanne Bouchard, Grants Administrator for the Town of North Haven is an Authorized Signer of the ED-099 Agreement for Child Nutrition Programs.

Mr. Doheny motioned to approve the resolution  
Voted: Freda – yes, Doheny – yes, Fontana – yes

Mr. Doheny read the following resolution:

**C. RESOLVED**, That Michael J. Freda, First Selectman, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Mr. Doheny motioned to approve the resolution  
Voted: Freda – yes, Doheny – yes, Fontana – yes

Mr. Fontana read the following resolution:

**D.** Paving projects – Local Capital Improvement Program (LoCIP) and Town Aid Roads (TAR):

**RESOLVED:** That in keeping with the Town of North Haven's Capital Improvement Program and associated budgets, as adopted on May 17, 2011, the following road milling and paving projects are proposed for funding either in whole or part under the Local Capital Improvement Program (LoCIP):

<b>Street Location</b>	<b>Description</b>	<b>Total Cost to Mill and Pave</b>
Bayard Avenue	Buell Street to Buell Street	\$39,642.
Brook Lane	Spring Road to End	\$14,758.
Hartford Turnpike	1671 Hartford Turnpike to Upper State Street	\$189,406.
Lawncrest Drive	Coventry Circle to Scrub Oak Road	\$60,476.
LeGrand Road	Kings Highway to End	\$119,195.
Mansfield Road	Hartford Turnpike to Kings Highway	\$59,965.
Marlborough Road	Ridge Road to Homewood Avenue	<u>\$38,840.</u>
<b>TOTAL</b>		<b>\$522, 282</b>

The following road milling and paving projects will be funded through the Town Aid Roads (TAR):

<b>Street Name</b>	<b>Description</b>	<b>Total Cost to Mill and Pave</b>
Marlborough Road	Ridge Road to Homewood Avenue	\$7,309.
Millbrook Road	Tokeneke Drive to Whitney Avenue	\$63,268.
Montowese Avenue	Beatrice Drive to Quinnipiac Avenue	\$55,429.
Mowry Street	Forest Hill Road to Bayard Avenue	\$31,132.
Old Clintonville Road	Sheffield Road to State Route 22	\$20,794.
Primrose Street	Homewood Avenue to Hickory Hill Road	\$33,836.
Ridgewood Terrace	Bishop Street to Ridgewood Court	\$46,248.
Skiff Street	Hartford Turnpike to Leona Avenue	\$93,500.
Weathers Road	Roarke Road to End	<u>\$16,484.</u>
<b>TOTAL</b>		<b>\$368,000.</b>

Mr. Doheny motioned to approve the resolution  
Voted: Freda – yes, Doheny – yes, Fontana – yes

**Bond Releases / Reductions –**

Mr. Doheny read and provided a brief description of the following bonds:

- 410 Sackett Point Road, The Upjohn Company, release the entire bond balance of \$175,000.00 with the recommendation of the Planning & Zoning Commission.
- 410 Sackett Point Road, Pharmacia & Upjohn, release the entire bond balance of \$2,500.00 with the recommendation of the Planning & Zoning Commission.
- 70 Old Broadway West, B.A.M. Properties, LLC, release the entire bond balance of \$22,000.00 with the recommendation of the Planning & Zoning Commission.
- 49-79 Washington Avenue, Ceruzzi North Haven, LLC, release the entire remaining bond balance of \$50,000.00 with the recommendation of the Planning & Zoning Commission.

Mr. Doheny motioned to approve the bonds as presented  
Voted: Freda – yes, Doheny – yes, Fontana – yes

**Property Tax Refunds –**

Mr. Doheny motioned to approve the property tax refunds as presented  
Voted: Freda – yes, Doheny – yes, Fontana – yes

- DCFS Trust, Box 685 Roanoke, TX 76262 in the amount of \$439.23

- GMAC, 9401 James Avenue South, Suite 14, Bloomington, MN 55431 in the amount of \$206.56
- Hooks, Colleen, 100 Howard Avenue, Ansonia, CT 06401 in the amount of \$215.72
- Tullo, John or Tullo, Carolyn, 44 Sugar Hill Road, North Haven, CT 06473 in the amount of \$190.59

Mr. Freda announced the date for the next meeting of the Board of Selectmen – Thursday, August 18, 2011 at 7:00 p.m. in the upstairs Conference Room 1, Town Hall, 18 Church Street, North Haven, CT, and noted the date and location change of the meeting.

**Public Comment –**

Sherman Katz, Sherwood Drive, asked if Mayor DeStefano voiced any kind of opinion concerning the Yale New Haven Hospital program. Mr. Freda responded that he has. Earlier on in the project, Yale approached him stating that they wanted to speak with Mayor DeStefano, and they did. Mr. Freda was pleased to hear that Mayor DeStefano gave the project his full endorsement.

Ann Roucco, 23 Ansonia Drive, was concerned with regard to the placement of the voting signs. She spoke with some people regarding the low voter turnout, and they said they did not see the signs. Because not everyone has school aged children, it is possible that many people do not see the signs. She would like to entertain moving two of the signs, the one from Clintonville and Montowese schools, and placing them elsewhere, maybe one in front of the West Ridge Fire Department and the other in front of the Historical Society.

Ms. Ruocco also stated that she still takes exception to the last referendum and feels that there were some Charter points that were not followed. Mr. Freda stated that we pride ourselves on following the Charter. If she wants to cite the specific issues that she feels were not followed. She stated she did, and hopes that in the future everyone will be more cognizant about following the Charter.

Gary Amato, Pool Road, thinks it is pitiful that so many people did not get out and vote. It is disrespectful to the men and women who fight for this country. He said he saw on Channel 8 News about the closing of the Skate Park, and he wanted to know if there were other issues and he feels badly about the kids who used the park. Mr. Freda stated a variety issues that led to the closure of the park, including destruction of property, drug use and dealing, sexual harassment of neighboring young girls, graffiti, and several accidents putting the Town at a tremendous liability. Mr. Amato asked about the state money that was given as a grant for the park. Mr. Freda noted that we consulted with the State and they okayed it as long as it was kept as some type of park.

Mr. Amato asked Mr. Freda about his opinion when he was a minority member of the Board that the Engineer II position was a necessity to the Town. What has changed? Mr. Freda found out once his administration took office that we were able to integrate the position with existing personnel, and since then we have worked to drive financial efficiencies. The responsibilities were assimilated into other areas.

Mr. Amato stated that he liked the meeting in the Rec center and felt that the Board of Finance was more a part of the Town. Mr. Freda stated the feedback that we got after the meeting from the Board members and public. It was a difficult meeting, due to bad acoustics and logistics – difficulty with hearing and tripping over wires, etc.

Mr. Amato said that recently the Board of Ethics has voted on several things. He understands the Deputy Fire Chief ruling, but is wondering about the Public Works promotion. Mr. Freda

asked Mr. Amato if he asked the Board of Ethics about it. He said no, but wanted Mr. Freda's personal opinion on the waiver. Mr. Freda stated that Mr. Amato should attend a Board of Ethics meeting. The Board of Selectmen has no jurisdiction over the Ethics Board. Mr. Freda then explained in greater detail the system and process of the Board of Ethics. Mr. Amato feels that relatives should not be given promotions over others with more time and experience. Mr. Doheny noted that although he does not know the details of this particular situation, you can't make a blanket statement that just because someone is related they aren't the best person for the job. Mr. Freda reiterated the process of the Ethics Board and that the system worked satisfactorily.

Mike Zulawski, business owner in North Haven. He stated that he built an addition on his business that had to go through Planning and Zoning and was told that it required a bond. He said that someone changed the paperwork. Mr. Freda stated that he had extensive conversations with him this week, including the Town Engineer and Land Use Administrator. He explained that it is a Planning and Zoning issue and he needs to take it up with them. Mr. Freda explained that he spent a lot of time with him this week, and explained the process, and advised him to go to the P & Z because the Board of Selectmen have no jurisdiction over P & Z. The discussion continued.

Ann Roucco, asked about the money being used for the paving of the roads and was it a capital expense. Mr. Freda explained LoCIP and TAR. She stated that The Water Company did some work on her road and left the road a mess. Mr. Freda offered to assist her with that. She said that she was taking care of it directly with the Water Company.

Sue Tondolo, Cedar Avenue questioned the interview process for the recent supervisor's position in Public Works. She feels it was a conflict of interest because Victor Palma is related to the applicants. Mr. Freda explained that the individuals are cousins of Victor's wife. He also stated that Victor was not involved in the final interviews or the hiring decision. He also advised Ms. Tondolo that she needs to take her concerns to the Board of Ethics, since they are the governing board and have ruled on this issue. Ms. Tondolo asked for information on who did the hiring in the past on the promotions in that department. Mr. Freda agreed to look into it. The discussion continued.

Gary Amato, is repeating his request to get a break down of the costs associated with clearing the several hundred mailboxes during the winter snow storms. He does not understand why he can't get an answer. Mr. Freda explained that these clearings were done during the course of the day. We did not stop to breakdown how much time was spent clearing each mailbox. The residents were in duress. No mail was being delivered and we were having problems with the Post Master. This was a big problem for our residents and Mr. Freda felt he had an obligation to the hundreds of residents who were calling in despair. Mr. Doheny stated that cost accounting is generally done when you have a repeated project. This was a one time emergency situation. The discussion continued.

Mr. Amato, then asked again about the repairs made to Chief Landisio's car. He wants copies of both sides of the cancelled checks, to indicate who hit the Chief's car. He is asking this because of an incident that happened many years ago with a police officer and underage drinking. He is wondering if the person who hit the Chief's car was intoxicated. Mr. Doheny asked if Mr. Amato is attempting to investigate the person for a potential DUI from several months ago. Mr. Doheny suggested he go to the police department. The discussion continued.

**Adjournment** – Mr. Freda asked for additional questions, and seeing none and hearing none Mr. Doheny motioned to adjourn at 8:24 pm.