



Town of Griswold

28 Main Street
Griswold, CT 06351
Board of Selectmen
Regular Meeting
Downstairs Meeting Room
Tuesday, February 22, 2011
6:30 pm
APPROVED MINUTES



1. Call to Order: P. Anthony called the meeting to order at 6:35 PM

Members Present: Philip Anthony, First Selectman
Steve Mikutel, Second Selectman, Theresa Madonna, Third Selectwoman

Also Present:

Lisa Wood, Executive Assistant
Todd Babbitt, Road Superintendent
7 interested citizens

2. Approval of Minutes

a. February 8, 2011 Special Meeting Minutes

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel, to approve the special meeting minutes of February 8, 2011 as submitted. **Motion carried unanimously.**

b. February 8, 2011 Regular Meeting Minutes

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel, to approve the regular meeting minutes of February 8, 2011 as submitted. **Motion carried unanimously.**

c. February 11, 2011 Special Meeting Minutes

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to approve the special meeting minutes of February 11, 2011 as submitted. **Motion carried unanimously.**

3. Correspondence: Sent/Received - None

4. New Business

- a. **Discussion and possible action on request by Ryan Aubin for approval from the Board of Selectmen to apply for the State of Connecticut OPM Juvenile Justice Grant for \$10,000** – P. Anthony read a letter from Ryan Aubin, Director of Youth and Family Services/Recreation Director, into the record. The total grant proposal comes to \$9,990 and is a competitive grant. S. Mikutel commented it is a good grant and likes the idea of interaction of the State Police with at risk youth. P. Anthony agreed. T. Madonna commented on the list of Youth and Family Services commission members, the Probate Office needs to be removed. Secondly, she stated she is a bit disheartened by the fact that \$6900 is going to be used to pay the State Police, has Ryan asked the State Police if they are willing to kick in anything, would like to see more money spent on the kids. P. Anthony commented he did check into that cost and there is no negotiating, Ryan stated those are set fees. S. Mikutel also commented it is a good point, but it is unfortunate we can't spend more of it on the kids.

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to authorize Ryan Aubin to submit this competitive grant application to OPM.
Motion carried unanimously.

- b. **Discussion and possible action regarding supplying of winter sand for residents and proposed signage as suggested by Todd Babbitt, Road Superintendent** – P. Anthony commented the language is well said and it gives us our policy in writing. S. Mikutel confirmed with P. Anthony that 2 five gallon buckets of sand is sufficient. S. Mikutel also commented he would like to see the sign go up without the last bullet item listed on the proposed language, and first see if this helps our problem. T. Madonna felt whatever the others feel is appropriate. P. Anthony asked T. Babbitt how difficult it would be if we decided to add the last item at a later date. T. Babbitt commented there would have to be a new sign made at a cost of \$40 or \$50 dollars. No vote was necessary and discussion ended.
- c. **Discussion and possible action by the Board of Selectmen to authorize a potential transfer from the contingency fund to the Labor/Legal item line** – S. Mikutel commented that legal expenses are within line item 1701 and within that line there is no restriction to the subcategories. So, if there is still money in line item 1701 under legal then there is no need to transfer money. If we make a transfer within the subcategories, we may be setting a precedent. T. Madonna commented the agenda is calling for a transfer from contingency fund. T. Madonna also commented the printout they received shows a deficit in the legal line, but when it is figured out it is wrong and there is still around \$21,000 in the 1701 legal item line. S. Mikutel commented as long as there is sufficient money in the legal line, we do not need to supplement anything within that line. P. Anthony agreed the math is wrong and there is still money in that line item. He also commented that he asked the Finance Director why there is a separate item for labor expenses and it was noted the Board of Finance wanted it that way. P. Anthony also

commented he spoke to Mr. Merchant, Chairman of the Board of Finance, and Mr. Merchant commented use up what is in the legal and if you run out of that, come back and there will be no problem. It was agreed by the Board there was no action required.

- d. Discussion and possible action on allowing the First Selectman to move forward with DCS Energy in securing solar energy panels for town buildings at no cost** – P. Anthony gave a brief overview of the program. He has attended meetings for this program, Griswold is now number two on the list for the program, the program is cost free with two small exceptions, DCS gets credits from the government and not all town buildings may qualify. He just received a phone call from Bob Oberle this afternoon stating most of the town buildings submitted do qualify based on a preliminary aerial evaluation of the buildings. The town may experience trenching expenses if necessary to place the panel on a ground mount. The program uses a net meter and if the building do not use all the power generated it would go back to the power company. There are no meters on the buildings supplied by Jewett City Electric. However, Ken Sullivan of JC Electric evaluated how much energy those buildings are using and does not figure there would be an excess of unused energy, thus not having meters does not appear that it will cause a problem. T. Madonna asked about the engineering cost if the building requires a structural engineer sign off. P. Anthony commented that would basically be known up front and if we needed would have our town engineer inspect and sign off which would be a minimal cost. T. Madonna questioned the integrity of the roofs of our buildings. P. Anthony commented they would also inspect that, however, they did state if our roofs have survived the snow events we have, then they should be fine. T. Madonna commented that at the end of five years it costs us no money, then the leased equipment is signed over to us and we are responsible for the maintenance and the excess energy continues to go back to the power company. P. Anthony confirmed that is accurate, the agreement for the return energy remains in effect.

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel, to allow the First Selectman to move forward with proceeding to get an analysis from DCS energy to determine if whether or not we should secure solar energy panels for town buildings. **Motion carried unanimously.**

- e. Discussion and possible action on Bridge Agreement for Bitgood Road Bridge No. 04669 between the State of Connecticut and the Town of Griswold** – P. Anthony commented the bids will be opened March 14th. Construction is set to begin no later than the 2nd week of April. Second Bitgood Road bridge is 65% complete from engineers, DOT and Army Corps. on all preliminaries leading up to permitting. The Edmund Rd. bridge is roughly 70% complete. S. Mikutel asked what the anticipated time frame would be to get the other two bridges to 100% completion for bidding purposes. S. Mikutel is still not happy with McFarland & Johnson and is not sure he wants them to continue working on the second and third bridge. P. Anthony commented they have been warned of dismissal, but in good effort our now keeping to their promise of keeping up with the projects. T. Madonna commented the project seems to be 80% reimbursable from the federal and they are looking for a \$30,000 demand deposit so the 20% of the project is

about \$420,000. Is that in this year's budget or our next year's budget? P. Anthony commented B. Crouch is not available but it is his understanding it is put aside and the \$30,000 demand deposit is new, so I am not sure if that was set aside when the project began.

MOTION: Motion was made by S. Mikutel, seconded by T. Madonna, to approve the resolution be it resolved that Philip E. Anthony, First Selectman, be, and hereby is, authorized to sign the agreement titled: "Agreement Between the State of Connecticut and the Town of Griswold for the Construction, Inspection and Maintenance of the Replacement of the Bitgood Road Bridge (Bridge No. 04669) over the Pachaug River Utilizing Federal Funds from the Highway Bridge Program." Adopted by the Board of Selectmen of the Town of Griswold, Connecticut this 22nd Day of February, 2011. **Motion carried unanimously.**

5. Old Business

- a. **Discussion and possible action for request of Change Order No. 6 – additional asbestos abatement in phase B of the existing Phase II Griswold Elementary School resulting in an increase in the Guaranteed Maximum Price of \$149,671** - Frank Everett, Chairman of the School Building Committee, commented there are only two places the money can come from, either the owner's contingency fund or the town's contingency fund. The FIP contingency fund already resides in the guaranteed maximum price and allows FIP to do any type of work to maintain the original agreement of the contract. What is left in the fund returns back to the town at the end of the project. If FIP uses money from its contingency fund they should come before the building committee. FIP's original bid proposed they get to keep 50% of what was left in the fund as an award and the school building committee did not approve that. The owner's contingency fund is outside the guaranteed maximum price. The state did not require us to rebid the additional work because it was a continuation of the original work under the bid, but a change order needs to be generated. We have to bear the cost because we have changed the scope of the original project. The state expects us to take it out of our contingency fund for accountability and it is reimbursable. This will change the amount of the guaranteed maximum price. As the project gets closer to being complete, money will begin to be released back to the town from FIP's contingency fund, which will bring the amount of the guaranteed price back down because their contingency fund is already included in the guaranteed maximum price.

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to approve Change Order No. 6 of the School Building Committee – additional asbestos abatement in phase B of the existing Phase II Griswold Elementary School resulting in an increase in the Guaranteed Maximum Price of \$149,671. **Motion carried. P. Anthony and S. Mikutel in favor. T. Madonna abstained only because it is a school project.**

- b. **Discussion and possible action and setting of town meeting date for Town Sidewalk Ordinance and Public Health & Safety Ordinance**

MOTION: Motion was made by T. Madonna, seconded by S. Mikutel, to set down a special town meeting for the purpose of the Town Sidewalk Ordinance and the Public Health & Safety Ordinances to be held on March 22, 2011 at 6 PM.
Motion carried unanimously.

- c. **MOTION:** Motion was made by S. Mikutel, seconded by T. Madonna, to add to the agenda the issue of the Streetscape Project RFQ's and letter from Economic Development Commission. **Motion carried unanimously.**

P. Anthony commented the subcommittee for the Main Street project went through all the RFQ's and have selected five companies, of which I have three of the same. S. Mikutel suggested setting a meeting date for the Board to sit down and discuss the proposals and the short list suggested by the EDC. It was agreed to have a special meeting of the Board of Selectman for the above purpose on March 8th at 2 PM.

6. Any Other Business that may properly come before the Board

7. Public Forum

Norm Sylvestre – Junk car issue with the Aubin property is not a dead issue. He continues to be in touch with the MVD. The town should be working with the DMV if it has a problem enforcing the ordinance. He has been invited to attend the next meeting of the Board of the Borough.

Peter Dorff – Commented the school tried to secure a grant through the Clean Energy Fund and was denied because they are on the municipal energy program. P. Anthony commented there is no involvement of grants with the program with DCS Energy but there is a meeting coming up with DCS regarding the fact that we are on municipal energy and do not have meters on some of the buildings. The town is still being advised by DCS Energy to continue as they feel we qualify for the program. P. Dorff commented for T. Madonna that the panels themselves have very little maintenance cost but the inverters have a lifetime of ten years. P. Anthony asked P. Dorff if he had any costs estimates on the inverters.

Frank Everett – Commented one issue that will have to be addressed if the solar panels are placed, is fire fighting technique and safety.

Norm Higgins – Suggested speaking to Paul Freeman about the solar panels. East Lyme has a big solar system and is sure all those issues must have been addressed. Suggested having a phone number on the sign for the public sand, in case anyone has a question regarding the use of the sand. N. Higgins also commented about the town highway department helping out the school department with plowing and also brought in sand. This pulls the town guys away from the town roads. Perhaps, the school department should use the private contractor the borough uses. The costs should be burdened by the school

department budget and the expenses should not come from the town departments budget. P. Anthony did comment the school department had an equipment break down and we were helping them out in this unusually tough winter, but the comment and costs should be taken into consideration.

Peter Zvingilas, Zoning Enforcement Officer – Questioned if the Sidewalk Ordinance included repealing the existing one? P. Anthony replied it does.

Peter Dorff – Commented there is \$300,000 in Capital Improvement Fund and does not recall there is any money in there for the other two bridges. Also commented there are times when you want to consider spending money on the school project, for example Middle School computers and monitors were upgraded and as a result of doing it at that time they were reimbursable by the state at approximately 70%. If not done at that time we would have paid 100% of those costs at some time.

8. Adjournment

MOTION: Motion was made by T. Madonna, seconded by P. Anthony, to adjourn the meeting at 7:59 PM. **Motion carried unanimously.**

Respectfully submitted,

*Lisa M. Wood,
Recording Secretary*