



TOWN OF MIDDLEBURY

Office of the Selectmen

MINUTES

MEETING OF THE BOARD OF SELECTMEN

Monday, December 7, 2015 – 6:00 p.m.

Town Hall Conference Room

Present: Edward B. St. John, First Selectman
Elaine M. Strobel, Selectman
Ralph J. Barra, Selectman

Also Present: Attorney Robert Smith
Attorney Dana D'Angelo
Commissioner Frank Cipriano, Police Commission
Commissioner Ken Heidkamp, Police Commission
Terry McAuliffe, Economic Development
Rita H. Smith, Library Board of Directors
Barbara J. Whitaker, Recording Clerk
Marjorie Needham, Reporter – Bee Intelligencer
Linda Zukauskas, Reporter – Voices

Call to Order with Pledge of Allegiance

The meeting was called to order by the First Selectman with the Pledge of Allegiance.

Approval of Minutes of November 16, 2015 Meeting

Selectman Barra MOTIONED to approve the minutes of the November 16, 2015 meeting.

Tax Rebates

Vault Trust, Bloomington, MN	\$180.35
VW Credit Leasing, Ltd., Libertyville, IL	\$22.44
VW Credit Leasing, Ltd., Libertyville, IL	\$274.47
Mark J. Pompano, Middlebury, CT	\$190.24
Beverly A. Poulin, Middlebury, CT	\$26.42
Vault Trust, Cockeysville, MD	\$128.97
Giles S. Wyant, Middlebury, CT	\$10.76

The First Selectman MOTIONED that the above-mentioned tax rebates take their normal course, SECONDED by Selectman Strobel. Unanimous approval.

First Selectman St. John MOTIONED to reappoint Richard H. Nicol (R), 49 White Avenue as Northwest Connecticut Public Safety Community Representative for a term from term from January 1, 2015 through December 31, 2017 SECONDED by Selectman Strobel. Unanimous approval.

Selectman Barra MOTIONED to reappoint Brenda M. Carter (R), 18 East Ridge Drive as a member of the Safety and Health Committee for a term from December 16, 2015 through December 16, 2016, SECONDED by Selectman Strobel. Unanimous approval.

Amend the Agenda

First Selectman MOTIONED to Amend the Agenda to set the Board of Finance Agenda, SECONDED by Selectman Strobel. Unanimous approval.

First Selectman MOTIONED to set the Agenda for the Board of Finance's regularly scheduled meeting on Wednesday, December 9, 2015 as a regular agenda and to appoint Vincent Cipriano as Acting Chairman and William Stowell as Acting Vice Chairman until the Board of Finance takes a vote at their meeting to appoint a Chairman, SECONDED by Selectman Strobel. Unanimous approval.

Discussion and Consideration

Tax Incentive Policy Revision

Terry McAuliffe of the Economic and Industrial Development Commission (EIDC) stated that the only change is the addition of the Appendix for the Airport Development Zone. The published plan only had the Town's tax incentive plan, but didn't include the Airport Development Zone Tax Incentive Program.

The First Selectman stated that the Town has two pending tax incentive applications one will be a facility near the trucking museum. He added that the process starts with Planning and Zoning Commission first and the applicants must start working on the process prior to putting the shovel in the ground. Selectman Barra MOTIONED to accept the revised Tax Incentive Plan that includes the Airport Development Zone, SECONDED by Selectman Strobel. Unanimous approval.

Proposed Street Scape Design RFQ

Mr. McAuliffe said back in August there was a joint meeting with Hiram Peck and Hugh Sullivan. Sullivan did the street scape for Southbury. He added that they will need a consensus from residents to understand what they want to do. This change will be between Ledgewood and Bristol Parks. Mr. McAuliffe explained that the EIDC is responsible for conducting architectural approvals, but they do not have a standard.

Mr. McAuliffe said that the RFQ has been prepared to send out to different firms. They feel that they should have one firm look the entire package and give the town a response. The total of what they feel that it would cost would be \$100,000 to respond. The First Selectman said that the Town is already budgeted for the Planning and Zoning updates. Mr. McAuliffe added there has been some discussion about STEAP grants and

other grants that the Town could apply for. The First Selectman said that the STEAP grants are very competitive and require a plan.

The First Selectman suggested that there were two projects that were approved for a petroleum filling station and the Ford property has changed hands. He had a brief discussion with owners of the site, and he wants to make sure that we are not starting this project after those owners have started their projects. Mr. McAuliffe said that he knows that there must be sidewalks and the project should look like “the station” and it is his hope that the companies responding would stage their response so that it would help the Town with grants. The First Selectman added has been trying to get the Town to develop a plan for a streetscape for many years.

The Planning and Zoning Commission has signed off on the Plan of Conservation and Development.

Mrs. Strobel asked what the time plan was; Mr. McAuliffe said some of the items go out to two years. He feels that it would be over the next six months to two years.

The First Selectman requested that Terry McAuliffe work with Larry Hutvagner and Barbara Whitaker to complete the deadlines and get the RFQ out to the appropriate parties.

First Selectman St. John MOTIONED to approve the RFQ, SECONDED by Selectman Barra. Unanimous approval.

Lease for Lower Portion of Middlebury Library to Independent Living Solutions

The First Selectman explained that the leasing of the lower level of the library works off of the same footprint of when the town sells or purchases land. It starts here and goes to the Planning and Zoning Commission for their approval..

Attorney D'Angelo explained that Independent living services provides services to people with brain injuries. The process is that it starts with the Board of Selectmen, moves to Planning and Zoning and then it comes back to the BOS and if it is an affirmed vote it goes to a Town Meeting. The First Selectman explained that anyone can attend the meeting.

Attorney D'Angelo explained that the proposal requires significant renovations; they are asking for a new bathroom and a kitchen. The First Selectman added that ILS is responsible for getting the requests through to Planning and Zoning.

First Selectman MOTIONED to move the lease for the lower portion of the Middlebury Library to Independent Living Solutions to Planning and Zoning for their consideration, SECONDED by Selectman Strobel. Unanimous approval.

Selectman Strobel asked how much the rent would be. Attorney D'Angelo stated that it would be \$3,000. Selectman Barra asked how long the lease would be. Attorney D'Angelo said the lease would be 5 years with an option for another 5 years. The tenants would be paying their own heat and there is a separate meter.

Selectman Strobel asked if the facility could hold another bathroom. Attorney D'Angelo said that they will have to discuss that with the Building Official.

Public Comments

At this time Selectman Barra thanked Selectman Strobel for her support, and he thanked the First Selectman for all he's guided him through over the last four years. The First Selectman and Selectman Strobel thanked Selectman Barra for all his support with the projects that he has taken care of over the years.

Selectman Strobel MOTIONED to ADJOURN the meeting, SECONDED by Selectman Barra. Unanimous approval.

These minutes are submitted subject to approval.

Respectfully submitted,

Barbara J. Whitaker

Barbara J. Whitaker
Recording Clerk