



TOWN OF MIDDLEBURY

Office of the Selectmen

MINUTES
MEETING OF THE BOARD OF SELECTMEN
Monday, December 15, 2014 – 6:00 p.m.
Town Hall Conference Room

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

Also Present: Barbara Whitaker, Recording Clerk
Ben Champagne
Jill Fisher
Linda Zukauskas, Reporter - Voices

Excused Ralph J. Barra, Selectman
Absent:

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 December 1, 2014 Meeting

First Selectman MOTIONED to approve the minutes, SECONDED by Selectman Strobel. Unanimous approval.

Appointment

Selectman Strobel MOTIONED to appoint Ted J. Mannello as a member of the Land Preservation and Open Space Committee – term from December 15, 2014 through December 15, 2015. Unanimous approval.

Reappointments

Selectman Strobel MOTIONED to reappoint Patrick J. Bona (D) as a Constable for a term from December 14, 2014 through December 14, 2016, SECONDED by First Selectman St. John. Unanimous approval.

Selectman Strobel MOTIONED to reappoint Mark D. Carroll (R), as a member of the Public Works Commission for a term from December 18, 2014 through December 18, 2018. Unanimous approval.

Selectman Strobel MOTIONED to reappoint John A. DeRiu (D), as a member of the Public Works Commission for a term from December 18, 2014 through December 18, 2018. Unanimous approval.

Selectman Strobel MOTIONED to reappoint John A. DeSant'is (R), as a member of the Public Works Commission for a term from December 18, 2014 through December 18, 2018. Unanimous approval.

Resignation

Selectman Strobel MOTIONED to accept Kathy Blick's resignation from the Safety & Health Committee, SECONDED by First Selectman St. John. Unanimous approval.

Discussion and Consideration

Aquatic Invasive Species Grant

The First Selectman said that the Town made a request to the Department of Energy and Environmental Protection for a grant for Control of Eurasian and variable milfoil on Lake Quassapaug and was denied. A copy of the letter from DEEP is attached.

Approval of Emergency Management Director Job Description

The First Selectman stated that this job is a big position, but the pay is \$0. The First Selectman said that they would love to hear from Middlebury residents who have experience and may be qualified to take on this responsibility. First Selectman MOTIONED to approve the Emergency Management job description, SECONDED by Selectman Strobel. Unanimous approval.

Master Municipal Agreement for Rights of Way Projects

First Selectman MOTIONED to approve the Master Municipal Agreement for Rights of Way Projects and to adopt the Resolution authorizing the First Selectman to sign the Master Municipal Agreement, SECONDED by Selectman Strobel. Unanimous approval.

Call for Special Town Meeting

The Special Town Meeting to appropriate \$80,000 to Reserve Account 30-71-00-6092 Reserve for Professional Services from Reserve Account 30-71-20-6092 Reserve Account for Town Facility Improvement/Land/Open Space will be held on Monday, January 5, 2015 at 6:30 p.m. at the Shepardson Community Center in Room 26, after the Board of Selectmen's meeting, which will be held at the same location at 6:00 p.m.

Hazard Mitigation Plan Update

The First Selectman said that Cathy Konnik has some thoughts that she would like to include in the Mitigation Plan Update, and the amendments will be made.

The First Selectman MOTIONED to approve the Hazard Mitigation Update, SECONDED by Selectman Strobel. Unanimous approval.

First Selectman MOTIONED to adopt the attached Resolution on the Hazard Mitigation Update 2014, SECONDED by Selectman Strobel. Unanimous approval.

Ben Champagne said that one of his neighbors suggested that there were going to be talks and discussions about meetings that the Town has had with FEMA. First Selectman said that you do not get a lot from the Federal agencies, but we need relief for the residents. Mr. Champagne said that he looking at the severity of the zone he falls in is the same if he lived on the coast of Florida. He's looking for where the discrepancy lies.

The First Selectman said since the Town made the improvements and there have been no floods in that area since then. The First Selectman said in those days you did not have to go through an extravagant permit process, so the paperwork isn't there. He's looking for information he's a town person who has a concern. The First Selectman said that there would no reason for the Town of Middlebury to not provide this information to FEMA. The records have not mysteriously disappeared as Tracie Bunnell stated at the December 3, 2014 meeting. Mr. Champagne said that he does not want to be represented by that comment. He wants to help the cause in a positive manner.

Mrs. Fisher asked if there was a way to document what has been done now. She said she's lived in her house for 40 years; the brooks came up in the '70's and never since. There has never been flooding that comes into your house.

Adjournment

Selectman Strobel MOTIONED to ADJOURN the meeting, SECONDED by First Selectman St. John. Unanimous approval.

These minutes are submitted subject to approval.

Respectfully submitted,

Barbara J. Whitaker

Barbara J. Whitaker

EMERGENCY MANAGEMENT DIRECTOR

The Emergency Management Director (EMD) is appointed by and serves at the pleasure of the Chief Executive Officer (CEO). He or she advises the Chief Executive on all Emergency Management matters and related laws, rules, regulations and requirements of Title 28 and Public Act 87-535 of the Connecticut General Statutes, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as Amended (42 U.S.C. 5201 et seq), Rev. 1998. She or he develops, organizes, directs and coordinates the town's Emergency Management Program with the goal of saving lives and protecting property by maintaining emergency operational capabilities that mitigate, prepare for, respond to, and recover from any emergency or disaster. The Emergency Management Director is responsible for accomplishing all of the following Emergency Management functions: (1) Emergency Organization, Planning and Management, (2) Direction, Control and Warning, (3) Population Protection, and (4) Training and Exercises. However, those emergency responsibilities assigned to department chiefs by charter or standard procedures remain the responsibilities of department chiefs.

DUTIES AND RESPONSIBILITIES

Formulates emergency management policies and procedures related to the functioning of emergency services during emergencies.

Develops and executes a program operating budget.

Plans, organizes, and coordinates the Emergency Management activities of those operating departments, agencies and offices of local government which are responsible for carrying out response operations in an emergency.

Coordinates planning and organization for the use of all public and private resources available to local government to provide the capability of dealing with the effects of peacetime and national security (wartime) disasters.

Updates and conforms the town's Emergency Operations Plan to state and federal criteria including national security (nuclear attack/weapons of mass destruction) risk assumptions.

Maintains a continuous review of the warning system and warning procedures.

Serves as the communications planning coordinator for all town emergency direction and control communications insuring proper design, coordination, maintenance and suitability for emergency operations.

Develops and maintains a training and exercise program to prepare the Emergency

Management organization for emergency operations.

Prepares requests for federal financial assistance for emergency management programs.

During emergencies, the Emergency Management Director assumes the overall responsibility for the operation of the Emergency Operating Center (EOC) and for advising the Chief Executive on local government emergency operations, including the execution of (1) appropriate Increased Readiness measures should an international crisis occur; (2) such emergency and supporting operations plans and procedures as are appropriate for the emergency; and (3) necessary coordination among the operating departments of town government.

Coordinates, prepares and executes local government programs which involve the training and education of individual citizens and of business, industry, and private organizations in individual and collective response in an emergency.

Maintains the Emergency Operations Plan, Annexes, and operating procedures (SOP's) updated as required by the Commissioner of the Department of Emergency Services and Public Protection or his designee.

Prepares and submits Emergency Management reports to appropriate town, state and federal agencies as required.

Serves as the liaison between town, state and federal agencies on Emergency Management matters.

Maintains a reference file of general emergency preparedness, emergency response, national security (attack preparedness/weapons of mass destruction), and similar emergency management publications as guidance documents.

MINIMUM QUALIFICATIONS

The minimum qualifications of the Emergency Management Director shall be determined by the appointing authority in accordance with local civil service and personnel policies and procedures as well as by the statutory responsibilities and duties found in Connecticut General Statutes Title 28."

SPECIAL REQUIREMENTS

The Emergency Management Director must be over 18 years of age, a citizen of the United States and should be available to respond to emergencies 24 hours a day, seven days a week.

CHIEF EXECUTIVE OFFICER:

EMERGENCY MANAGEMENT DIRECTOR

Edward B. St. John

Name

Dated:

Dated:



TOWN OF MIDDLEBURY

Office of the Selectmen

RESOLUTION

Resolved, that Edward B. St. John, First Selectman of the Town of Middlebury is hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Rights of Way Projects".

Adopted by the Board of Selectmen of the Town of Middlebury, Connecticut this 15th day of December 2014.

Edith Salisbury

Edith Salisbury
Town Clerk

December 17, 2014

DATE



TOWN OF MIDDLEBURY

Office of the Selectmen

RECEIVED FOR FILING

Dec. 19 2014 at 2:37 P.M.

TOWN CLERK'S OFFICE
MIDDLEBURY, CT

TOWN OF MIDDLEBURY NOTICE OF SPECIAL TOWN MEETING

Elisha Salisbury
TOWN CLERK

Monday, January 5, 2015 – 6:30 p.m.
Shepardson Community Center – Room 26

Notice is hereby given to the Electors of the Town of Middlebury and those property owners entitled to vote pursuant to C.G.S. Sec. 7-6 that a Special Town Meeting will be held on **Monday, January 5, 2015 at 6:30 p.m. at the Shepardson Community Center, Room 26, 1172 Whittemore Road, Middlebury, CT** to move the following question:

1. To appropriate \$80,000 to Reserve Account **30-71-00-6092** Reserve for Professional Services from Reserve Account **30-71-20-6092** Reserve Account for Town Facility Improvement/Land/Open Space from the Open Space balance.

The above-mentioned Special Town Meeting will be held only to vote on this item.

Dated this 15th day of December, 2014 by the Board of Selectmen.

Edward B. St. John, First Selectman
Elaine M. R. Strobel, Selectman
Ralph J. Barra, Jr., Selectman



TOWN OF MIDDLEBURY

Board of Selectmen

CERTIFICATE OF ADOPTION A RESOLUTION ADOPTING THE TOWN OF MIDDLEBURY HAZARD MITIGATION PLAN UPDATE, 2014

WHEREAS, the Town of Middlebury has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. *flooding, high wind, thunderstorms, winter storms, earthquakes, dam failure, and wildfires*), resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Middlebury Board of Selectman approved the previous version of the Plan in 2009; and

WHEREAS, the Town of Middlebury has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation Plan Update, 2014 under the requirements of 44 CFR 201.6; and

WHEREAS, committee meetings were held in 2013 and 2014 and public input was gathered by several methods regarding the development and review of the Hazard Mitigation Plan Update, 2014; and

WHEREAS, the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedure for the Town of Middlebury; and

WHEREAS, the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the Town of Middlebury, with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make the Town of Middlebury eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the Board of Selectmen:

1. The Plan is hereby adopted as an official plan of the Town of Middlebury;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;

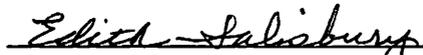
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Board of Selectmen.

Adopted this 15th day of December, 2014 by the Board of Selectman of Middlebury, Connecticut



Edward B. St. John
First Selectman

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Town of Middlebury this 17th day of Dec., 2014.



Town Clerk Edith Salisbury



Copy to Boss
Copy for our
next meeting
Send to LPA

79 Elm Street • Hartford, CT 06106-5127

www.ct.gov/deep

Affirmative Action/Equal Opportunity Employer

November 20, 2014

Edward B. St. John
First Selectman
Town Of Middlebury
1212 Whittemore Road
Middlebury, CT 06762

CT DEEP Grants to Municipalities for the control of Aquatic Invasive Species.

Dear Mr. St. John,

Thank you for your application and interest in receiving funding from the Department of Energy and Environmental Protection's (DEEP) Grants to Municipalities for the Control of Aquatic Invasive Species Program. We had an excellent response to the grant request for proposals, with fourteen towns submitting seventeen proposals. The total funding amount requested exceeds \$295,000, while only \$150,000 is available from this grant program. We were therefore unable to fund all the proposed projects and studies. Unfortunately, after a careful review process, your proposal "*Control of Eurasian and variable milfoil on Lake Quassapaug, Middlebury, CT*" for the Town of Middlebury was not selected to receive funding.

We hope that your invasive plant control project may still be accomplished through other funding sources. Currently, funding for this program is available only for this budget year. However, you will be notified if any additional aquatic invasive species control grant funding becomes available in the future.

Thank you again for your interest. Please contact Nancy Murray at 860-424-3589 if you have any further questions.

Sincerely,

A handwritten signature in cursive script that reads "Susan Whalen".

Susan Whalen
Deputy Commissioner

SW/wjf

Cc: Ingrid Manning