

**TOWN OF COLEBROOK
BOARD OF SELECTMEN
MINUTES
Regular Meeting
Monday, November 14th, 2022
7:00 PM
Selectman's conference Room**

Board Members Present:
Christopher Johnstone
Kate Kennedy
Ernie Marmer

Board Members Absent:
(none)

Others Present:
Edna Travis

- 1) Meeting called to order at 7:00pm.
- 2) The minutes of the October 11th, 2022 meeting were distributed and read. There being no changes, the minutes were approved as written. The minutes of the October 14th, 2022 meeting were distributed and read. There being no changes, the minutes were approved as written. The minutes of the October 24th, 2022 meeting were distributed and read. There being no changes, the minutes were approved as written.
- 3) Road Foreman's report: No discussion.
- 4) Discussed Pinney Street bridge grant application. The State of CT needs to amend the application, as the signature blocks need to be corrected.
- 5) Historical Society; Town Attorney Pat Power has written a "License Agreement" which has been reviewed by the Historical Society and has been deemed acceptable by them. This license agreement would grant the Historical Society with use of the building for as long as they occupy the building. Chris Johnstone will check with Attorney Power to see if this also needs to be approved at a town meeting.
- 6) Electric Vehicle charging station discussion. CIP committee meeting will be scheduled for the 1st week of December to discuss the cost of the E/V charging station.
- 7) Discussed Legal Issues. Ernie Marmer made a motion, seconded by Kate Kennedy to enter executive session at 7:07pm. Edna Travis departed the meeting. Exited executive session at 7:25pm. No motions were made, no votes were taken.
- 8) Discussed Zoning/Inland Wetlands Enforcement Officer vacancy; The vacancy will continue to be advertised until a qualified applicant is hired.
- 9) Discussed Eno Hill property request. Need to consult Town lawyer.
- 10) Discussed STEAP Grants; Further action to process the grant applications with the DOT need to be filed.
- 11) Discussed delinquent property taxes; the Tax collector has sent out demand letters and we will wait until January to allow the property owners to either make arrangements for payment or pay in full. If no action is taken on the part of the delinquent owners, then the Tax Collector and the BOS will consider moving forward with a tax sale.
- 12) Discussed the November 21, 2022 Town Meeting. No action taken.
- 13) The 2022/2023 Budget was reviewed; no discussion.

- 14) Tax refunds; on a motion by Kate Kennedy, 2nd by Ernie Marmer tax refunds for the following individuals, (Schaefer Custom Construction LLC \$255.10, Nathan Day \$24.86, Tamryn Day \$18.61, Tamryn Day \$73.82, Daimler Trust \$417.31, Mike's Hardscapes & Landscapes \$488.84, Toyota Lease Trust \$164.63) were approved. Motion passed unanimous.
- 15) Paid bills as presented.
- 16) Other business: On a motion by Ernie Marmer, 2nd by Kate Kennedy, the agenda was amended by adding the Colebrook Consolidated School HVAC project, Creamery Road / Sandy Brook Road Bridge Project and the Department of Public Works vacancy to the agenda. Motion Passed, unanimous.
- 17) Colebrook Consolidated School HVAC Project. On a motion by Ernie Marmer, 2nd by Kate Kennedy, the following four resolutions for the Colebrook Consolidated School HVAC project required for the State of Connecticut Grant Application were approved by unanimous vote.

Resolutions
HVAC Project
14 November 2022

-Resolved, that the Colebrook Board of Selectmen authorizes the Superintendent to apply to the Commissioner of Administrative Services for, and take any necessary action with respect to accepting, rejecting and processing, a grant for the Colebrook Consolidated School HVAC Upgrade Project, consistent with the grant application process and the law.

-Resolved, that the Colebrook Board of Selectmen hereby establishes a Building Committee for the Colebrook Consolidated School HVAC Upgrade Project, consistent with the law, with said Committee consisting of not less than 3 members and not more than 5 members, with the members to be appointed by the Board of Selectman, and with each member to serve until such member's successor is appointed and qualified or the committee is disbanded.

-Resolved, that the Colebrook Board of Selectmen authorizes the preparation of and/or revision of at least schematic drawings and outline specifications for the Colebrook Consolidated School HVAC Upgrade Project, as may be required by the grant application process and the law.

-Resolved, that the Colebrook Board of Selectman approve the referendum question as written, "Shall the Town of Colebrook (i) approve a \$1.8 million HVAC project for the Colebrook Consolidated School, subject to being awarded a grant that will limit the town's share of the cost to \$1 million or less, and (ii) further approve the borrowing of up to \$1 million for this purpose on terms satisfactory to Boards of Selectmen and Finance?"

- 18) Creamery Road / Sandy Brook Road Project: A legal notice to solicit bids for this project was published in the Waterbury Republican on 10 November 2022.

- 19) First Selectman Johnstone informed the Board of Selectman that he has received notice from Adam Boyle that he is going to resign from his position with the Department of Public Works effective November 25th, 2022.
- 20) Meeting adjourned at 8:10PM on a motion by Ernie Marmer, 2nd by Kate Kennedy.



Christopher Johnstone
First Selectman