



# BOARD OF SELECTMEN

Clifford J. Hurgin Municipal Center, 1 School Street  
Bethel, Connecticut 06801 Telephone: (203) 794-8501

*Matthew S. Knickerbocker, First Selectman*  
*Richard C. Straiton, Selectman*  
*Paul R. Szatkowski, Selectman*

## MINUTES OF REGULAR MEETING

Tuesday, April 5, 2011  
7:30 p.m.

CJH Municipal Center – Meeting Room “A”

RECEIVED  
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TOWN OF BETHEL  
TOWN CLERK

**PRESENT:** First Selectman Knickerbocker, Selectman Straiton and Selectman Szatkowski. Also in attendance was Town Counsel Martin J. Lawlor.

**Call to order/Pledge of Allegiance:** First Selectman Knickerbocker called the Regular Meeting to order at 7:30 p.m.

**Public Comments:** none

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to add to tonight’s agenda, under New Business, Item # 9 – Consideration of Resolution – DPH 2011-1063 – Public Health Preparedness Contract Award. Vote, all in favor, motion unanimously approved.

Selectman Szatkowski made a motion, which was seconded by First Selectman Knickerbocker, to add to tonight’s agenda, under Old Business # 1) Consideration of Passport Agency designation and # 2) Consideration of Transfer Station Duties to Public Utilities Commission and under New Business # 10) Consideration of 5 Year Capital Plan. Vote, all in favor, motion unanimously approved.

**Correspondence** – letter from the City of Danbury, dated March 30<sup>th</sup>, regarding the creation of a cooperative regional dispatch/regional emergency telecommunications center to explore the benefits and potential savings associated with a regional dispatch center.

**Minutes of March 15, 2011:** Selectman Szatkowski made a motion, which was seconded by Selectman Straiton, to approve the minutes as presented. Vote, all in favor, motion unanimously approved.

**First Selectman Report:** First Selectman Knickerbocker advised that office staff and a committee are exploring the start-up of a Thursday afternoon/early evening farmer's market on the Municipal Center lawn and will report back to the Board of Selectmen with the results and anticipated activities. He anticipates the Farmer's Market opening in June. Selectman Straiton advised that the Teen Center is expected to be ready for painting next week.

## **Old Business**

### **1.) Consideration of Passport Agency designation:**

Selectman Szatkowski had requested this item be added to the agenda. Correspondence had been submitted at the last meeting from Attorney O'Grady who has offered to be Bethel's Passport Agency since the Probate Court no longer does passport applications.

Selectman Szatkowski made a motion, which was seconded by First Selectman Knickerbocker, to designate Attorney Daniel O'Grady as the designated Passport Agency Application Representative for the Town of Bethel until June 30, 2013. Vote, all in favor, motion unanimously approved.

### **2.) Consideration of Transfer Station Duties to Public Utilities Commission**

Town Counsel Martin J. Lawlor advised that he will have a formal letter for the Public Utilities Commission next week regarding the adding the oversight of the Transfer Station to the Public Utilities Commission duties and responsibilities.

## **New Business**

### **1.) Consideration of Bid Waiver, Resolution and Contract award – Cott Resolution Software upgrade**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to approve the request for the Cott Resolution Software upgrade and refer to the Board of Finance for funding consideration and, to establish a Special Town Meeting date of Tuesday, April 26, 2011 at 7:30 p.m. subject to Board of Finance approval. Vote, all in favor, motion unanimously approved.

The total cost of for the three year contract is \$88,380 broken into 3 annual payments of \$29,460 per year. The software upgrades, among other things, will include a revenue producing feature for copies and overall, is \$350 less per month.

**2.) Consideration of request – Public Site & Building Committee – Library architect Bid Award:**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to approve the recommendation of the Public Site & Building Commission to engage the services of Paul B. Bailey, Architect LLC pursuant to his proposal as submitted to the Public Site & Building Commission as Architect for Professional Design Services for the Seelye House Restoration and Renovation and Completion of the 2005 Library Addition; and to proceed with negotiations to enter into a formal contract for these services, subject to approval by the Procurement Committee. Vote, all in favor, motion unanimously approved.

**3.) Consideration of request – Soap Box Derby 2011 Spring Racing Events**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to approve the request of the Greater Danbury Soap Box Derby Association to hold their Soap Box Derby race events in the Francis J. Clarke Industrial Park on May 7<sup>th</sup> and May 8<sup>th</sup> (rain date May 28<sup>th</sup> and May 29<sup>th</sup>) and again on June 4<sup>th</sup> and June 5<sup>th</sup>, subject to the receipt of the appropriate insurance certificate and notification to park occupants and the Bethel Police Department.

**4.) Consideration of Resolution – Fair Housing (annual)**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to re-adopt the 2011 Fair Housing Resolution as presented.

**TOWN OF BETHEL - FAIR HOUSING RESOLUTION**

**WHEREAS**, all persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

**WHEREAS** Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

**WHEREAS**, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, be given equal access to all housing-

related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

**WHEREAS**, the **Town of Bethel** is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

**NOW, THEREFORE, BE IT RESOLVED**, That the **Town of Bethel** hereby endorses a Fair Housing Policy Statement to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis; And,

**NOW THEREFORE, BE IT RESOLVED**, That the **Town of Bethel** hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

**BE IT FURTHER RESOLVED**, that the chief executive officer of the **Town of Bethel** or his designated representative is responsible for responding to and assisting any person who alleges to be a victim of an illegal discriminatory housing practice in the **Town of Bethel** and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunity (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Vote, all in favor, motion unanimously approved.

#### **5.) Consideration of Appointment – Ethics Commission**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to accept the recommendation of the Republican Town Committee and appoint Ray Guercio (R) to the Ethics Commission. Vote, all in favor, motion unanimously approved.

This fills the vacancy created by the resignation of Louis Godkin (R) and expires on January 6, 2014.

#### **6.) Consideration of Tax Collector's request for Tax Refund Authorization**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to approve the Tax Collector's request, dated April 4, 2011 and authorize Tax Refunds in the amount of \$5,046.81. Vote, all in favor, motion unanimously approved.

**7.) Consideration of request – Cycle Fitness Summer Season**

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to approve the request of Cycle Fitness for the Summer Bicycle Race Series in the Francis J. Clarke Industrial Park, race events will begin Wednesday, May 4<sup>th</sup> and continue on Wednesday evenings through August 31<sup>st</sup>, subject to receipt of the appropriate insurance and notification to Park occupants and Bethel Police Department. Vote, all in favor, motion unanimously approved.

**8.) Consideration of proposed Energy Improvement District Ordinance**

The purpose of this Ordinance is to promote the planning, development, funding, acquisition, purchase, construction, reconstruction, improvement, extension or operation of an energy improvement district with a view to the increase and efficiency, reliability and the furtherance of commerce and industry in the energy improvement district. It is the further purpose to coordinate district activities with regard to such resources with relevant state, regional and federal agencies.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, to table the proposed ordinance for Board of Selectmen review. Vote, all in favor, motion unanimously approved.

**9) Consideration of Resolution – DPH 2011-1063 Public Health Preparedness Contract Award**

First Selectman Knickerbocker advised that in December 2010, a Resolution was approved for a very similar Public Health Preparedness Grant award in the amount of \$60,724. This is a new grant award for an additional amount of \$100,000 (which does not require matching funds) for specific purposes as outlined in the attached documents.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Straiton, that:

RESOLVED that Laura L. Vasile, MPH, RS, Director of Health is authorized to make, execute and approve on behalf of this Corporation, any and all contracts or amendments thereof with the State of Connecticut Department of Public Health.

**RESOLVED:** That the Town of Bethel hereby adopts as its policy to support the nondiscrimination agreements and warranties required under Connecticut General Statutes 4a-60(a)(1) and 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142.

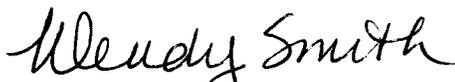
#### **10.) Consideration of 5 Year Capital Plan**

Selectman Szatkowski had requested this item be added to tonight's agenda and he expressed concern over a recent memo that came from the Chairman of the Board of Finance, requesting that certain procedures be followed with regard to the 5 year capital plan. This request included items that the Board of Finance has no authority to ask for nor are they necessarily feasible to do. Selectman Szatkowski suggested meeting with the Board of Finance to speak with them regarding the 5 year capital plan and clarify the request.

First Selectman Knickerbocker made a motion, which was seconded by Selectman Szatkowski, to hold a joint session with the Board of Finance, at their regular meeting of April 14, 2011. Vote, all in favor, motion unanimously approved.

As there was no further business on tonight's agenda, Selectman Straiton made a motion, which was seconded by Selectman Szatkowski, to adjourn the meeting at 8:42 p.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,



Wendy Smith, Recording Secretary