

**TOWN OF BOZRAH
TOWN HALL
1 RIVER ROAD
BOZRAH, CONNECTICUT 06334**

The **Bozrah Board of Selectmen** will hold a **REGULAR MEETING** on **TUESDAY, July 21, 2020 at 7 PM** using the computer meeting app zoom. This is being done to comply with the executive orders in place for the coronavirus pandemic state of emergency.

Join Zoom Meeting

<https://us02web.zoom.us/j/98319785300?pwd=UjU5Y3ZMZGtOVEFUdkYzUS9hU1NpZz09>

- Meeting ID: 983 1978 5300 Password: 1Nj4MJ

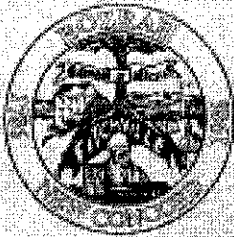
Dial by your location

- Meeting ID: 983 1978 5300 Password: 239453
- +1 312 626 6799 US (Chicago) +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Germantown) +1 346 248 7799 US (Houston)
- +1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma)

AGENDA

- 1) Call to order/attendance
- 2) Public comment(s)
- 3) Authorize the resolution for the homeland security grants per Attachment 1
- 4) Monthly reports
 - a. Troop K updates for June
 - b. Fire Marshall
 - c. Senior Center
 - d. Bozrah Food Bank
- 5) First Selectman updates
 - a. Bashon Hill catch basins completed
 - b. Scott Hill road still working on final enforcement officer items
 - c. Route 82 sewer infiltration waiting for NPU camera repair-large leak fixed, might be others, want a second look
 - d. Route 82 enforcement officer clean up items-grass, silt fence, etc...
 - e. Rec Field walking path, Trench being dug out to drain to catch basin
 - f. Summer Camp, started Monday with new staff
- 6) Update on Bozrah Rural Cemetery
 - a. Rock wall completed
 - b. Roadway completed
 - c. Status of rural cemetery association
- 7) Authorize additional audit related fees due to the COVID-19 pandemic
- 8) Other such business as the Board may choose to hear
- 9) Public Comment(s)
- 10) Adjourn

Carl L. Zorn-First Selectman



OFFICE OF THE FIRE MARSHAL
TOWN OF BOZRAH
TOWN HALL
1 RIVER ROAD
BOZRAH, CT. 06334
Telephone: (860) 889-2689 • Fax: (860) 887-5449

07/15/2020

Carl Zorn, First Selectman
Town of Bozrah
1 River Rd
Bozrah, CT 06334

The following are activities conducted by the Fire Marshal's Office between 06/10/2020 thru 07/09/2020;

- Review of communications from the State of Connecticut DEMHS
- Data entry into fire department data base
- Co-ordination with Uncas Health District on First Responders notification of COVID-19 positive patient locations
- Blasting Permit 17 Schwartz Rd
- Blasting Permit 34 Stockhouse Rd
- Discuss underground tank removal at ABC building material with Dustin Mitchell
- Virtual on-line fire marshal continuing education program 6/24/2020- 3 hours
- Received a call from First Selectman Carl Zorn on a blasting complaint from blasting that occurred at Hillandale Farms on July 7, 2020. Maine drilling & Blasting is currently the blasting contractor at the site. They were originally not the contractor when this project started several years ago but are the same contractor that has been used at the Coit site on Stockhouse Rd. The blast in question happened on 7/7 at approximately 1830 hours due to an equipment breakdown. Normally they try to have all blasting completed by 1430-1500 hours, the representative from Maine drilling contacted me to explain the situation and advise of their plan. He also stated that they did activate the pre-blast horn prior to the blast but there is not a pre-blast call list for this site. I advised him to utilize the same call list that is in place for the Coit site as the properties are in the same general area. He was going to advise his office immediately to put that procedure in place. If you receive any further complaints from someone not receiving a call let me know and I will have them added to the list. I still expect some additional blasting as this project moves forward, but they are past the area on the site that needed the majority of the blasting to bring the site to building grade.

Annual Fire safety inspections;

- Fitchville Home
- Bestway Gas Station
- Colonial Baptist Church
- AJS Insurance- Closed due to COVID
- Bozrah Pizza
- Curries Heating & Cooling
- Jay Small CPA
- Primo Realty

Submitted,

Thomas E Main Jr., Fire Marshal

JUNE 2020 SENIOR REPORT

-June was just about as quiet as May. I have continued to keep in contact with several of the seniors. They know if they need anything they can call me and I will help. I am waiting for the word from the Governor as to when we could expect to reopen. As of yet, we are not part of a "phase". I have been in constant contact with Sandra Leubner, Director of The Agency on Aging for CT. There was supposed to have been another Zoom call last Thursday and I'm just waiting to find out what transpired. I am hoping we can reopen for August. I have masks and a thermometer ready. I do not plan to serve food immediately or take trips. Once I get some direction from the State I will let Carl know what the plan is. Also, please keep me informed if you happen to hear anything.

-The new fiscal year 20/21 has begun for The Dial a Ride program. New changes to program are as follows:

- NO enrollment fee this year. We have money leftover from the drop in rides due to COVID-19.
- We will be offering (24) one-way trips this year or (12) round way trips. We will review in the December/January time frame and if we can, we will increase the number of rides.

*Note: I have new brochures and applications. Anyone new interested in the program can contact me directly. All completed applications should be placed in my mail folder for approval and for me to submit to ECTC.

-I am grateful to have had the floors cleaned. I am hoping the walls can be painted before we reopen and hand sanitizer stations are in place. It is very important that we have the proper things available. As far as the chairs go, it is not worth having them cleaned, because I priced it out and the cheapest I could find was \$10/per chair to be cleaned. I did however find some nice new vinyl chairs online for less than \$20/per chair. We would only need 24 chairs and 4 chairs w/arms at \$25. It only takes one spill or accident and the cleaning would be a waste of money.

-The meals on wheels program is still up and running. Bozrah senior residents know about the Food Bank and delivery is available if needed.

-I still have a Senior Center rental on the books for September 12th. I am hoping this will still be a go.

-The current balance for the Senior Center account is ~ \$2074.84

-Pamela Contino
Director/Municipal Agent

Bozrah Food Pantry Monthly Report
June 2020

The Bozrah Food Pantry (BFP) continues to be well stocked and the schedule of Thursday 3:00 - 6:00 PM is working. During the month 8 pantry pickups were prepared and given out. Each pickup is about a weeks' worth of food.

Distributions to Bozrah Citizens:

Tanesha Oats 324 Fitchville Road (family of 2) 1X

Kelly Wry 314 Fitchville Road (family of 2) 2X

Elena Munoz 135 Lake Road (family of 2) 1X

Food Donations:

Timothy Parker

Mains Country Store

Peggy O'Neil

Hillendale egg farm

BFP available money (Big Y gift certificates):

Beginning of month balance \$131.11

Money spent \$36.36 (bread, cereal, and condiments)

End of month balance \$94.75

Sincerely,

Tom Ververis (BFP Coordinator)

ORDINANCE FOR THE ESTABLISHMENT OF A
CEMETERY COMMISSION
FOR THE TOWN OF BOZRAH

Be it ORDAINED by the electors of the Town of Bozrah at a duly warned Town Meeting held on _____ pursuant to the authority regarding Cemetery Commissions granted to the Town by Connecticut General Statutes Sections 7-148(c) (3)(A) and 7-148(c)(6)(i), the Town of Bozrah hereby enacts the following Ordinance:

SECTION 1 PURPOSE: To establish a Cemetery Commission for the Town of Bozrah

SECTION 2 MEMBERSHIP: Said Commission to consist of Seven (7) Regular Members, THREE (3) who shall be electors of the Town of Bozrah. Majority age citizens of any Town of the State of Connecticut may be appointed to this Commission.

SECTION 3 TERM OF OFFICE: The members of the Commission shall be appointed by the Board of Selectmen, as follows:

Three (3) for Three(3) years
Two (2) for Two (2) years
Two (2) for One (1) year

Thereafter, each member shall be re-appointed to serve a Three (3) year term. The Board of Selectmen may fill any vacancy and may remove any member for cause. The seated First Selectman will serve in an ex-officio capacity on said Commission.

SECTION 4 CHARGE OF THE COMMISSION: To establish Rules and Regulations regarding interment, including, but not limited to, fees, plot occupancy, care and maintenance of grounds, monument size and placement, and other site managerial matters. To continue to maintain, document, repair headstones, and support genealogical research at all Town of Bozrah-owned cemeteries

Recognizing the unique historic asset of the BOZRAH RURAL CEMETERY ASSOCIATION, organized in 1875, and the original intention of those corporators, this COMMISSION will properly manage, and submit a full accounting report to the Board of Selectmen each July consisting of all activities and financial data generated during that Fiscal Year.

SECTION 5 That all Ordinances, or parts thereof, conflicting with the provisions of this Ordinance are hereby repealed in so far as effects this Ordinance.

SECTION 6 That this Ordinance shall take effect Fifteen (15) days after publication in accordance with the Connecticut General Statutes

Dated at Bozrah, Connecticut this _____
Town Clerk

AUTHORIZING RESOLUTION of the TOWN OF BOZRAH, BOARD OF SELECTMEN

I, Lynne Skinner, the Town Clerk of the Town of Bozrah, do hereby certify that the following is a true and correct copy of a resolution adopted by the Board of Selectmen of the Town of Bozrah at its duly called regular meeting of July 21, 2020 at which a quorum was present and acting throughout, and that resolution has not been modified, rescinded, or revoked and is present in full force and effect:

RESOLVED, that the Town of Bozrah may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Carl L. Zorn, as First Selectman, of the Town of Bozrah is authorized and directed to execute and deliver all documents on behalf of the Town of Bozrah and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that CARL L. ZORN now holds the office of FIRST SELECTMAN OF THE TOWN OF BOZRAH and that he has held that office since November 19, 2019.

IN WITNESS THEREOF: The undersigned has executed this certificate this _____ day of _____, 2019.

SIGNED: _____ SEAL:
Town Clerk Town of Bozrah

Sandra E. Welwood, LLC

Website: www.sewelwoodcpa.com
Telephone: (203) 730-0509

Certified Public Accountants
P.O. Box 4609, Danbury, CT 06813

July 7, 2020

First Selectman
Town of Bozrah
1 River Road
Bozrah, CT 06334

Addendum to Engagement Letter Dated February 18, 2020

Due to the extraordinary situation caused by the COVID-19 pandemic, we are required by Governmental Auditing Standards to perform a number of additional audit procedures obviously not anticipated in the engagement letter dated February 18, 2020, which indicates the services we are to provide the Town of Bozrah, Connecticut (the "Town") for the year ended June 30, 2020.

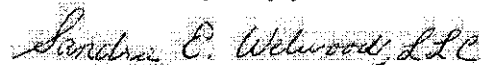
In addition to the fees set forth in the engagement letter dated February 18, 2020, we estimate the fee for the required additional audit work related to the COVID-19 pandemic will be \$7,500, which will be billed at our normal hourly rates.

The above additional fee is based on anticipated cooperation and assistance from your personnel and the assumption that additional unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Town of Bozrah and believe this addendum letter accurately summarizes the additional requirements of our engagement. If you have any questions, please let us know. If you agree with the additional terms of our engagement as described in this addendum letter, please sign below and email it back to us as soon as possible, but not later than July 15, 2020.

~~If we do not receive the signed copy by July 15, 2020, we will be required to stop work on your audit.~~

Very truly yours,



Sandra E. Welwood LLC

RESPONSE:

This addendum letter correctly sets forth the understanding related to the COVID-19 pandemic of the Town of Bozrah, Connecticut

Signature: *ELJ*

Title: FIRST SELECTMAN

Date: 7/13/20