

Board of Selectmen Meeting
Wednesday, July 1, 2026
4:30 PM Town Hall



Present: Henry Tirrell, Sandy Evans, Leo Colwell, Tara Yard, Matt Riiska, Mark Bedard and Andrew Noble

The meeting was called to order at 4:33 p.m.

H. Tirrell asked for a motion to add a couple of items to the agenda. Add Rails to Trails update after public comments. Add Resolution for the USDA Firehouse Grant after Norfolk Land Trust Letter of Support. Also, move the Speed Analysis Report to the end of the agenda.

MOTION S. Evans to add/move the requested items to the agenda. Second L. Colwell. Carried unanimously.

Public Comments: None

Rails to Trails Update

M. Riiska reported on the North Brook Trail: R2T had received a \$399,000 grant three years ago which was only confirmed by the State of CT DEEP recently. Since that time, they applied for another grant for \$255,000 which has not yet been confirmed. They received three bids for the job. The low bid was from Yield Construction for \$774,000. Because of the DEEP delays the project has been moved to a two-phase process. We would like to get started on Phase 1, which will be the parking lot, the walkway down to the trail (former railroad bed) and 200 feet of the trail. Phase 2 will be dependent on receiving the second grant. The Rails to Trails Committee would like to apply for a \$500,000 line of credit which will be repaid upon receipt of the grant and through the R2T current account. M. Riiska asked how the Town would like to handle this and offered to approach the banks regarding a Grant Anticipation Note, also to write up a Resolution which would require approval at a Town Meeting. Yield Construction would like to begin by August 1st and be done by October. They will be getting materials from various vendors as "in-kind" donations. M. Riiska also noted that Bob Gilchrest of Allied Engineering and chairman of the R2T Committee has done most of the engineering work on this project as an "in-kind" service. H. Tirrell, S. Evans and L. Colwell all agreed to M. Riiska working with the banks on a line of credit. Matt will keep the BOS fully informed.

Approval of Minutes: June 3, 2026

MOTION L. Colwell to approve the minutes of the June 3, 2026 meeting as presented.
Second H. Tirrell. S. Evans abstained. Motion carried.

Appointments/Reappointments: Rails to Trails, Recreation & Economic Development

H. Tirrell reported that he is waiting for confirmation of a resignation on the R2T Committee so he will again table moving West Lowe from the alternate position. He put forth the following:

Reappointment – Recreation Committee – Jessica Bannerman – Term to expire 07/31/31

Reappointment - Recreation Committee – Hartley Mead – Term to expire 07/31/31

Appointments/Reappointments: Rails to Trails, Recreation & Economic Development (continued)
Appointment – Economic Development Commission – Bonnie Pritzker – to fill vacancy
with term to expire 12/31/28

MOTION L. Colwell to approve the appointment/reappointments put forth. Second S. Evans.
Carried unanimously.

Approval of Building Permit Fee Refund Policy

H. Tirrell presented a Town policy for building permit refunds.

MOTION L. Colwell to approve the new Town policy regarding building permit refunds.
Second S. Evans. Carried unanimously.

Norfolk Land Trust DEEP Application Letter of Support

H. Tirrell reported that the Norfolk Land Trust is applying for a Connecticut Department of Energy and Environmental Protection Open Space grant for a parcel on Loon Meadow Drive that they are looking to acquire and are asking for a letter of support from the Board of Selectmen. The Selectmen reviewed the location of the parcel in question on a map provided.

MOTION L. Colwell to approve a letter of support for the Norfolk Land Trust grant application.
Second S. Evans. Carried unanimously.

Resolution for the USDA Firehouse Grant

H. Tirrell presented and reviewed a resolution authorizing application and acceptance of grant conditions for the USDA grant of \$500,000 for the new firehouse.

MOTION S. Evans to approve the resolution presented. Second L. Colwell. Carried unanimously.

Speed Analysis Report

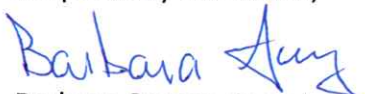
Mark Bedard and Andrew Noble from Sitestream attended the meeting to report on the results of the speed camera activity on Route 44 near Botelle School from 6/10/26 to 6/16/26: Going out of town (uphill) there were 18,400 vehicles of which 13,000 of those vehicles were speeding above the 40mph limit. 2,069 people would have gotten a ticket. Coming into town (downhill) there were 21,000 vehicles of which 15,500 were speeding. 3,602 would have gotten a ticket. Divide the number of people who would have gotten a ticket by the 6-day period, and it averages to approximately 900 tickets a day. M. Bedard discussed the data, its positive use to the State of CT DOT and the possibility of installing another camera at a different location in town. He described the process going forward, in the event that the Town decides to implement the cameras. The process usually takes 4-5 months prior to implementation. There was much discussion regarding the details including ticket processing, payments, etc.

Selectman's Report

- Firehouse – They are still working through the bonding process to replace the plumber that left. Going out to bid and hopefully will have a new plumber selected soon. There was an issue with the insulation above the inground plumbing which was corrected.
- Mountain Road Bridge moving along well. H. Tirrell attended a meeting today. They will be putting a membrane over the concrete Monday and Tuesday which will cause a 10 day delay.
- Torrington Transfer Station officially transferred ownership to the NRRRA (NW Resource Recovery Authority). Still trying to work out details.
- Wall Project – H. Tirrell met with the engineer today at Old Colony Road regarding the guardrails, curbing, paving and drainage.
- Summer projects - Old Colony Road will be paved tomorrow. Laurel Way Ext. will be paved this Summer. The sidewalks in front of the pub and Post Office will be redone. The sidewalk going uphill from Maple Avenue on Route 44 will be repaved with asphalt.
- H. Tirrell sent a note to Inland/Wetlands regarding placement of Beaver deceivers on Lovers Lane, Loon Meadow Drive and a couple of spots on Winchester Road. This will hopefully keep the culvers clear.
- Public Works rented a roadside mower because we are still waiting for parts for ours.
- A few dead trees were removed recently, including at Botelle School.
- Public Works will be utilizing software called Vialytics soon which will analyze the road surface and generate a report.
- Tobey Pond is open full time.
- The new building official starts today and will be using an online permitting software called PermitLink.
- H. Tirrell received notification from the DEEP regarding the Botelle School underground storage tank closure report. The issue is now settled.
- The Norfolk Library and The Hub will be purchasing a new swing to install by the train.
- Replacement parts are in for the Botelle School slide which should be repaired soon.
- CT Main Street to present a workshop at The Hub on Wednesday, 7/8/26 from 5-7 p.m.
- The fiscal year 26/27 budget has begun
- The cab and chassis for the first Public Works truck is expected in a few weeks.
- New indoor lights were installed at Town Hall, Transfer Station and the Town Garage.

MOTION L. Colwell to adjourn at 6:01 p.m. Second S. Evans. Carried unanimously.

Respectfully submitted,


Barbara Gomez, Secretary