

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
December 5, 2011 - 7:00 p.m.**

I. 7-7:30 pm TOWN COUNCIL CITIZENS FORUM

II. PUBLIC HEARING

III. REPORT OF TOWN MANAGER

1. Charter Study Committee – Final Report
2. School Administrators Contract
3. Storm Clean-up Update
4. Hazardous Mitigation Grant Program Update
5. Revaluation Update
6. GIS Grant Program
7. Board of Education/Town Council Work Session – FY 13 Budget Outlook and Finance Department Consolidation Discussion
8. Happenings (S. Osle)

IV. REPORT OF TOWN ATTORNEY

V. BOARD OF EDUCATION LIAISON (3rd Monday Meetings Only)

VI. ORAL PETITIONS (Old or New Business Agenda Items)

VII. MINUTES OF PREVIOUS MEETING

Minutes of November 21, 2011

VIII. ANNOUNCEMENTS – REPORTS

IX. APPOINTMENTS/RESIGNATIONS

1. Zoning Board of Appeals Resignation
2. Senior Citizen Committee Re-appointments
3. Appointments and Re-appointments to Boards and Commissions

X. OLD BUSINESS

XI. NEW BUSINESS

1. School Administrators Contract
2. CRCOG Resolution Regarding Electronic Topographic and Planimetric Maps
3. CCRPA Resolution Regarding Electronic Parcel Panels
4. Establish Charter Revision Commission
5. Tax Refunds – See Addendum
6. Executive Session: Personnel Matter-Disciplinary Discussion Regarding WPC Personnel

XII. ADJOURNMENT

Chairwoman Pugliese called the meeting to order at 7:00pm, Monday December 5, 2011 in the Council Chambers of the Municipal Center, One Central Square Plainville. Also present were Vice Chairman Saunders, Council members Drezek, Wazorko, Christopher, Toffey, Hurley, Town Manager Lee and Town Clerk Skultety.

I. TOWN COUNCIL CITIZENS FORUM

John Kisluk, 65 Forestville Ave commented on various topics including the Christmas Decorations around the downtown area, Plainville’s rating in a Connecticut Magazine survey, his request to have the Citizen’s Forum portion of the meetings televised and future donations from the Citizens and Property Association of Plainville.

The business portion of the meeting began at 7:30pm. Assistant Town Manager Osle and Town Attorney Mastrianni were in attendance. Councilwoman Toffey led the Pledge of Allegiance.

II. PUBLIC HEARING

III. REPORT OF TOWN MANAGER

Town Manager Lee reported on the following topics:

- **Charter Study Committee – Final Report**

Charter Study Committee member Warnat summarized the committee’s report and recommendations.

On July 18, 2011, the Town Council passed a motion to create a Charter Study Committee. The charge of the Committee was “to look at the budget process and all provisions of the Charter and to submit recommendations to the Town Council on or before the first meeting in December, 2011”. The minutes also indicated that the Committee “should recommend to the newly elected Town Council members whether or not to move forward with a Charter Revision Commission” and “should make specific recommendations for possible changes to the Town

Charter”. The Town Council appointed the following individuals to serve on the Committee: Christopher Wazorko (D), Scott Saunders (R), Robert Berube (R), Rick Drezek, (R), Bob Cornish (D), Tom Warnat, (D) and Steve Martino (U).

The Charter Study Committee reviewed all aspects of the Town Charter. After careful consideration and input from the public recommended the following:

Budget Process

The Committee was unanimous in its opinion that there was a “flaw” in the Charter with the third budget vote and that consideration should be given with respect to amending this section.

After much input and discussion, the Committee recommends that there are five areas that could be pursued with respect to changing the budget process. They are:

- **Eliminating the all-day vote and reverting back to the Town Meeting format.** The Town Meeting format allows for voters to participate in the budget discussion and to hear the various points of view. It allows for people to clarify the elements in the budget. It also allows the Town Council to hear first-hand the concerns of the public with respect to the proposed budget in the event that the budget is defeated.
- **Eliminate the all-day vote and allow the Town Council to set the budget as the Board of Finance.** This process is followed by three of the four town surrounding Plainville (Southington, Bristol and New Britain). It is noted that voter turnout for the budget over the last four years has been: 2011 – 9%, 7% & 5%; 2010 – 13%, 11% & 6%; 2009 – 8.1%; 2008 – 9%, 8% & 4%.
- **Eliminate the third vote/allow the Town Council to change the budget after the third vote in the event that the budget is defeated.** The flaw in the current system is that the third vote is “meaningless” as it cannot be changed in any way if the budget is defeated. Voter participation in the third referendum has been dismal: 2011 – 5%, 2010 – 6%, 2008 – 4%, 2007 – 9%, 2006 – 5.5%, 2005 – 7.5%.
- **Farmington “model”** – Under the Farmington Charter - Only two referendum votes before the Town Council can set the budgeted amount with the stipulation that it be “lower” than the rejected budget. Requires 15% participation. The recommended budget can be amended at a Town Meeting as long as 300 persons are present and 2/3rds approve any changes up or down.
- **Glastonbury “model”** - the Town Council adopts a budget and sets the mill rate. If people are unhappy with that decision, a budget referendum petition signed by 8% of the voters must be filed within 21 days. There is a maximum of one budget referendum per year. The petition must state whether the budget should be “less” or “greater” than the one approved by the Town Council. A referendum is then held. If a majority votes “yes” and a quorum of 18% vote, then the “council shall adopt... a new budget that shall be in accordance with the results of the referendum”.

Mr. Warnat went on to say that the Charter Study Committee is recommending a Charter Revision Commission be established and went on with other recommendations that were unrelated to the budget process.

Suggestions supported by the Charter Study Committee

1. Allow for a summary of an Ordinance to be published in the newspaper after adoption (rather than the entire Ordinance). *Chapter 3 – Section 8*

2. Eliminate language that P & Z shall “prepare and revise annually” the Capital Improvement Plan. *Chapter 5 – Section 3*
3. Change Dog Warden to Animal Control Officer. *Chapter 6 – Section 3a*
4. Simplify language regarding health department requirements so there is no confusion with respect to having the option to participate in a regional health district. *Chapter 6 – Section 6*
5. Add language that would combine the financial functions of the Town and the Board of Education.
6. Appoint Constables rather than having them elected. *Chapter 2 – Section g.*
7. Appoint the Library Directors rather than having them elected. *Chapter 2 – Section f.*

Suggestions not supported by the Charter Study Committee

1. Setting term limits for elected officials.
2. Reducing the terms for Board of Education members to two years.
3. Allowing the Town Manager to adjust the Board of Education line item before presentation to the Town Council.
4. Consider whether to elect the Chairman of the Town Council for two years.
5. Consider changing the budget voting times to 12:00 noon to 8:00 pm.
6. Consider allowing unlimited budget votes until it is approved.
7. Consider defaulting to a budget amount after the third vote. (I.e. last year’s amount, etc.)

Comments were made about the importance of better communication between the Town Manager’s office and the School Superintendent throughout the year.

Town Manager Lee continued with his report.

- **School Administrators Contract**

At the last Town Council meeting, Supt. of Schools Jeff Kitching summarized the highlights of the negotiated agreement between the Board of Education and the Plainville Association of School Administrators. The Town Council requested additional information, regarding the proposals that were brought forward during the negotiations.

That information was provided by Mr. Kitching. The Town Council now must decide whether to accept or reject the proposed contract as presented. If the Town Council takes no action regarding the contract, it will automatically go into effect per state statute on December 7th.

Councilman Hurley expressed his dissatisfaction with the proposed contract and feels the administrators have requested an unrealistic salary increase in the current economic times, going to arbitration would be cost prohibited and stated he will not be taking action on the contract.

Councilwoman Toffey also expressed her dissatisfaction with the proposed contract and with the severance package. She does not feel it would benefit the Town to go to arbitration and will not be taking action on the contract.

Vice Chairman Saunders stated this proposed contract was a decision of the previous Board of Education and compared the proposed salary increases to various charges to students to participate in sports and charges for other programs. He will not be taking action on the contract.

Councilman Drezek stated he could not support the proposed contract and would not be taking action on the contract.

Chairwoman Pugliese commented on the contracts over the past 5 years and the considerable increases in each. The Council and the Board must be clear with the direction of the Town when negotiating upcoming contracts and agrees the Council should not action.

- **Storm Clean-up Update**

Road Foreman Dom Moschini gave a brief update on the status of the storm debris collection in Plainville. He stated that in 5 weeks the department has completed the first round of clearing and cleaning up the debris around town. Residents are cooperating and he stated the clean-up will end December 16 and the transfer station will close December 17. Roadways will continue working to clean debris from waterways and easement areas. CL&P has assisted with the work for a week and Holcomb Tree Service is still assisting.

- **Hazardous Mitigation Grant Program Update**

On November 22nd Plainville residents that were flooded as a result of Tropical Storm Irene had the opportunity to meet with State and Federal officials to discuss the Hazardous Mitigation Grant Program. Residents from twelve homes affected by the flooding attended the meeting. Preliminary benefit costs analysis numbers were calculated for each property. FEMA officials indicated that any BCA calculation above .77 would most likely be eligible for the grant funds. Homeowners with a BCA between .30 and .77 were encouraged to apply for grant funds. A BCA below .30 was not expected to be a high enough score for consideration.

Eight homes had a preliminary score higher than .77. Three other homeowners had a BCA figure between .30 and .77. All of the homeowners attending this program were seeking a buy-out grant for their property. This grant would provide 75% of the appraised value of the home before the flood. The homeowner would be responsible for the remaining 25% of the value. The property would be owned by the town. The town would be responsible for 25% of the demolition cost.

At the meeting several resident inquired whether the Town would be willing to contribute some monies to cover a portion of the 25% of the value that would not be covered by the grant. The grant application deadline is March 31st.

After discussion with the Town Council, Town Manager Lee stated he would contact Representative Boukus to see if any State funds would be available to assist the homeowners.

- **Revaluation Update**

Revaluation notices have been mailed to all property owners. According to the revaluation company, real estate values have dropped by a little over \$60M or approximately 5% since the last revaluation was done in 2006.

Residential property values have declined an average of almost 10% while commercial/industrial property has increased an average of over 8%. Apartment values have also increased an average of over 20% and vacant land has increased an average of over 18%. This means that the revaluation shift will move from residential property towards commercial/industrial properties as well as apartments and vacant land, somewhat opposite of what occurred during the 2006 revaluation.

Property owners still have the opportunity to contest their property values. It is anticipated that some of the larger commercial/industrial property owners will contest their assessments.

The Assessor's Office has also estimated that the grand list increased by an average of .5% based upon new construction that has occurred over the last year.

- **GIS Grant Program**

Both the Capital Region Council of Governments (CRCOG) and the Central Connecticut Regional Planning Agency (CCRPA) are applying for Regional Performance Grants to enhance Geographic Information System (G.I.S.) capabilities in the Hartford County region. The CRCOG grant will allow Plainville to obtain electronic topographic data and the ability to depict building footprint and street lines for more accurate mapping. The CCRPA grant would allow Plainville to obtain digital parcel maps which will be made publically accessible via a website for the seven towns in the region.

There is no local match to participate in these regional grant applications. There are two resolutions under **New Business** that, if approved, would allow Plainville to be a participant in the grant application.

- **Board of Education/Town Council Work Session – FY13 Budget Outlook and Finance Department Consolidation Discussion**

The joint meeting with the Board of Education is scheduled for Tuesday, December 13th at 7:00 pm in the Plainville Library Auditorium. Town staff will give a presentation on the revenue expectations for FY 13. Additionally, representatives from the Town auditing firm, Blum Shapiro will give a presentation on a proposal to do a study on the consolidation of the financial functions between the Town and Board of Education.

- **Happenings (S. Osle)**

Assistant Town Manager Osle commented on activities within the Planning & Zoning Department, Senior Center, Social Services, Food Pantry and the Assessor's Office.

IV. REPORT OF TOWN ATTORNEY

No report was given

V. BOARD OF EDUCATION LIAISON (3rd Monday Meetings Only)

VI. ORAL PETITIONS (New Business Agenda Items)

John Kisluk, 65 Forestville Ave commented on the school administrator's contract and suggested the elimination of some of their positions.

Joanne Edman, 166 West Main St suggested some of the administrator's positions be eliminated

John Kisluk asked that the Charter Revision Commission members be diversified.

VII. MINUTES OF PREVIOUS MEETING

Councilwoman Toffey motioned to approve the minutes of November 21, 2001 Regular Meeting. The motion was seconded by Councilman Drezek. Two corrections were sited to complete a motion and correct a spelling error. **The motion with the corrections passed 7-0.**

VIII. ANNOUNCEMENTS – REPORTS

Councilwoman Toffey commented on the Tree Lighting ceremony and commended everyone’s efforts.

Councilman Hurley attended the Senior Citizen’s Committee and complimented the physical fitness center.

Councilman Wazorko congratulated the Plainville Boys Soccer Team for making it to the State semi-finals.

Vice Chairman Saunders commented on and read a draft ordinance regarding encumbrances. This topic had been brought up several months ago.

Town Attorney Mastrianni had just received a copy of the draft ordinance and needed more time to research related expenditure statutes. He will have a report ready for the next Town Council meeting.

Discussion followed regarding purchase orders.

Town Manager Lee was also asked to review the proposed ordinance with the Finance Director and the School Superintendent before the next meeting.

IX. APPOINTMENTS/RESIGNATIONS

- 1. Zoning Board of Appeals Resignation

Councilman Drezek motioned to accept with regret the resignation of Robert Anderson from the Zoning Board of Appeals. The motion was seconded by Vice Chairman Saunders and passed 7-0.

- 2. Senior Citizens Committee Re-appointments

Councilman Hurley motioned to re-appoint Rita Dewyea (R) 147 Red Stone Hill and Anna Smedick (D) 21 Welch Street to the Senior Citizens Committee for the new terms of 8/1/11 – 8/1/14. The motion was seconded by Councilwoman Toffey and passed 7-0.

- 3. Senior Citizens Committee

Councilman Hurley motioned to appoint Dominic Ragaglia (D) 16 Eastwood Drive to the Senior Citizens Committee for the term vacant term 8/1/11 – 8/1/14. The motion was seconded by Councilman Drezek and passed 7-0.

- 4. Zoning Board of Appeals

Councilman Drezek motioned to reappoint Gail Pugliese (R) 50 Pierce Street U-7 as a regular member of the Zoning Board of Appeals to the new term of 10/1/11 – 10/1/16. The motion was seconded by Vice Chairman Saunders and passed 7-0.

X. OLD BUSINESS

XI. NEW BUSINESS

- 1. School Administrators Contract**

No action was taken

2. CRCOG Resolution Regarding Electronic Topographic and Planimetric Maps.
Vice Chairman Saunders motioned to adopt a resolution entitled “Resolution Regarding Regional Performance Grant Opportunities” for electronic topographic and planimetric maps provided by CRCOG. The motion was seconded by Councilman Hurley. Councilwoman Toffey stated she would abstain from voting as she works for the State agency that will be administering the funds. The motion passed 6-0.

3. CCRPA Resolution Regarding Electronic Parcel Panels
Vice Chairman Saunders motioned to adopt a resolution entitled “Resolution Regarding Regional Performance Grant Opportunities” for electronic parcel maps and ancillary services provided by CCRPA. The motion was seconded by Councilman Hurley. The motion passed 6-0 with Councilwoman Toffey abstaining.

4. Establish Charter Revision Commission
Councilman Drezek motioned to resolve this fifth day of December, 2011 by the Town Council of the Town of Plainville duly assembled, that a Charter Revision Commission be established pursuant to CT General Statute Section 7-187(a), 7-188(a), 7-188(b). The motion was seconded by Councilwoman Toffey.

Discussion followed.

Councilman Wazorko motioned to amend the motion and add that a Charter Revision Commission will consist of 7 members. The amendment was seconded by Councilman Hurley and passed 7-0.

The motion as amended passed 7-0.

5. Tax Refunds –See Addendum
Councilwoman Toffey motioned to authorize Tax Refunds and listed on the addendum. The motion was seconded by Vice Chairman Saunders and passed 7-0.

6. Executive Session: Personnel Matter-disciplinary discussion regarding WPC personnel
At 8:50pm Councilman Drezek motioned to enter into Executive Session for the purpose of discussion regarding personnel matters relating to disciplinary discussion regarding WPC personnel. The motion was seconded by Councilwoman Christopher and passed 7-0.

Executive session began with all Town Council members present along with Town Manager Lee, Assistant Town Manager Osle, Town Attorney Mastrianni and Intern Grasso.

At 9:25pm Councilman Hurley motioned to move out of Executive Session. The motion was seconded by Vice Chairman Saunders and passed 7-0.

No action was taken

XII. ADJOURNMENT

At 9:25pm Councilwoman Toffey motioned to adjourn. The motion was seconded by Vice Chairman Saunders and passed 7-0.

Respectfully submitted by,

Carol A. Skultety, Town Clerk
& Clerk of the Town Council

21-2011

**RESOLUTION REGARDING REGIONAL PERFORMANCE GRANT
OPPORTUNITIES**

BE IT RESOLVED that the Plainville Town Council is in support of a Regional Performance Initiate grant request by the Capitol Region Council of Governments (CRCOG) to provide electronic topographic and planimetric maps for a Town of Plainville Geographic Information System.

22-2011

**RESOLUTION REGARDING REGIONAL PERFORMANCE GRANT
OPPORTUNITIES**

BE IT RESOLVED that the Plainville Town Council is in support of a Regional Performance Initiate grant request by the Central Connecticut Regional Planning Agency (CCRPA) to provide electronic parcel maps and ancillary services for a Town of Plainville Geographic Information System.

December 5, 2011

TAX REFUNDS

1. Baylock, Andrea, 32 Woodside Ln, -\$11.27